

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN
COUNCIL HELD IN THE COUNCIL CHAMBERS ON
TUESDAY FEBRUARY 25, 2014, 7:00 P.M.**

Council Members Present: Mayor Timothy Litz; Ed Schaack; Dale Yontz; Jerrell Hall; Peggy Hash; James P. "Sean" Viars

Council Members Absent: Vice-Mayor A. Keith Crigger

Administration Present: Michael James, Town Manager; Lori Guynn, Clerk/Treasurer; Scott Mitchell, Police Chief

Administration Absent: None

Others Present: Jerry Hurt; Tim Reeves – Wythe County Board of Supervisors; Billy Anderson (7:10 p.m.)

DETERMINATION OF A QUORUM

Mayor Litz called the meeting to order and determined a quorum was present.

INVOCATION

The invocation was given by Rev. Ed Schaack.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

APPROVAL OF MINUTES

A motion was made by Councilmember Viars, seconded by Councilmember Yontz to approve the minutes of the February 11, 2014 regular meeting. There being no discussion, the motion passed by a vote of five (5) for: Hall, Hash, Schaack, Viars, Yontz; zero (0) against; one (1) absent: Crigger.

CITIZEN'S TIME

Mayor Litz asked the citizens present if they would like to address the Council. Both responded they were only visiting. Mayor Litz expressed his appreciation to both for attending

CORRESPONDENCE

Clerk/Treasurer Guynn read a thank you note from Phyllis Hurt thanking the town council and employees for the retirement dinner given to Rodney Hurt.

COUNCIL MEETING MINUTES – FEBRUARY 25, 2014 – PAGE 2

Councilmember Yontz reported he has been receiving comments on a gymnasium/recreation center in Rural Retreat. He explained after a lengthy conversation with a citizen concerning a facility he suggested a group of citizens be put together to determine how many people are interested in it and are willing to help. Following a post on Facebook there are now 60-70 people that will be attending a gathering next Tuesday at 6:00 p.m. at the Depot Designs building. Councilmember Yontz stated Town Manager James will be attending also. He pointed out this will be a good opportunity for the town to listen to what the community wants. Councilmember Yontz explained he has expressed the town doesn't have the money to fund a facility but the citizens are interested in helping to raise funds. He invited all councilmembers to attend. Mayor Litz invited Supervisor Reeves also and noted this type of facility will serve county residents in addition to town residents.

Councilmember Yontz explained the citizens do not want a two to three million dollar facility but a basic structure to use for community gatherings, to play basketball and to walk indoors not pools. Mayor Litz stated a facility that the town can afford to operate is the key. He further stated this has been discussed at great lengths with Mr. Dalton and others. He noted we do not want an albatross hanging over us. Councilmember Hash commented some citizens need a therapy pool. Councilmember Yontz added the addition of any pools will add to the cost. Town Manager James stated a financial plan needs to be in place. Mayor Litz stated people are interested. He thanked Councilmember Yontz for working on this.

Mayor Litz explained he received a call from a citizen on Saturday asking if he could be in the town flat later that night because the high school wrestling team had swept the state finals. He stated at around 11:45 p.m. there was between 100-130 people in the flat. Depot Designs served as the center point for this activity. Mayor Litz noted it was well done and the team was presented with t-shirts. He further stated the team appreciated the recognition.

POLICE REPORT

Chief Mitchell stated since the last meeting he has received two new dog complaints and he has spoken to the owners. During the recent snow he used a town maintenance truck to patrol with only one accident occurring. Chief Mitchell noted he did assist with escorting the wrestling team from the interstate into the town flat along with deputies from the Wythe County Sheriff's Office and the fire department.

Mayor Litz commended Chief Mitchell for running radar on Parsonage Avenue. Chief Mitchell stated he is resuming radar patrols on various streets. Discussion ensued on the speed limit on Parsonage Avenue.

UNFINISHED BUSINESS

TOWN NEWSLETTER – Town Manager James reported the amendments are finished and will be sent to Councilmember Yontz this week.

COUNCIL MEETING MINUTES – FEBRUARY 25, 2014 – PAGE 3

TRANSFER OF TOWN STREETS TO VDOT – Town Manager James explained Delp Avenue and Church Street have the same street number so the resolution was changed to reflect the renumbering of Delp Avenue and to add additional language for some specifics that were wanted. The resolution will be kept as was voted upon and Mayor Litz will need to sign the new resolution. VDOT will then process the request. Town Manager James referred to his Town Manager's Report and stated there are additional streets that will be added to the state system.

TOWN CHARTER AMENDMENTS – Town Manager James stated the new charter has been approved by the Virginia General Assembly last Friday. He stated according to §15.2-3203 of the Code of Virginia once legislation approving a charter amendment is passed the changes become legal. The changes will be included in the Town Code as amended.

NEW BUSINESS

WYTHE HEALTH AND REHABILITATION REQUEST – Town Manager James explained he has been working with Aubrey Knox from the beginning of this project. Smith-Packett will be making off-site improvements including the installation of a six-inch water line on Chestnut Avenue that will require new connections for the residents on that street. They will also be completing a bore and tap on North Main Street including the installation of a fire hydrant at the entrance. A request has been submitted for all tap fees associated with the project to be waived in consideration of the off-site improvements that will be made. Town Manager James requested the Council take action on this request. Councilmember Schaack asked what the cost would be for the tap fees. Town Manager James stated the town doesn't have business tap fees or large development impact fee structure in place which is generally higher however the tap fees charged are usually \$1,400. Councilmember Hall commented this facility will be one of the town's three largest utility users. Town Manager James concurred.

Councilmember Hall made a motion, seconded by Councilmember Schaack to grant the request to waive tap fees in consideration of the off-site improvement of the six-inch water line being installed to serve this development. Mayor Litz explained the town is counting on the rehabilitation center to be a long term project rather than short term. He asked how many meters will be serving the facility. Town Manager James responded one four-inch meter will be at the property and will be tapped off the six-inch water line. Mayor Litz asked if we were expected to purchase the meter. Town Manager James stated Smith-Packett will be purchasing the meter. There being no additional discussion, the motion passed by a vote of five (5) for: Hall, Hash, Schaack, Viars, Yontz; zero (0) against; one (1) absent: Crigger.

COMMITTEE REPORTS

HERITAGE DAYS – No report.

FINANCE & APPROPRIATIONS – Clerk/Treasurer Guynn reported the committee met prior to the Council meeting to begin working on the 2014/2015 Fiscal Budget.

COUNCIL MEETING MINUTES – FEBRUARY 25, 2014 – PAGE 4

PERSONNEL, ORDINANCES AND LEGAL MATTERS – Chairman Schaack reported the committee met this afternoon to begin working on the garage/yard sale ordinance amendments. He stated this will be presented after the completion of the noise ordinance.

TOWN MANAGER’S REPORT

The following items were discussed and/or acted upon:

RURAL RETREAT SIDEWALK IMPROVEMENT PROJECT PHASE 7 & 8 – We are closing out the financials of Phase 7 and will provide three more requests for reimbursement to the state. We should receive notification from VDOT on our application for MAP-21 funding for Phase 9 in the coming months. The amount of grant funding received for Phase 8 should be enough to complete that particular phase.

VDOT TOWN STREET ADDITIONS – Mr. John Bolling with VDOT has provided substantial assistance to the town in helping to verify right-of-way widths on several local streets and I greatly appreciate his work. We have now confirmed the needed 30' right-of-ways on Richmond Avenue, Miller Street, Musser Avenue and West Baumgardner Avenue. Some of these streets dated back as far as 1897, which made it difficult to identify. Once the resolution that was passed during our last meeting is approved by VDOT, Council will also be asked to request the addition of the above mentioned roads into the state system as well.

DOWNTOWN REVITALIZATION – Ms. Hilary Greenberg of Greenberg Development Services, Inc. who is performing the economic restructuring portion of our downtown project has provided our office with a list of objectives to achieve prior to her arrival in town this spring. We are hoping to reintroduce the citizens to this ongoing project and ensure she has adequate information and feedback when she begins her work so we can maximize her efforts. I will begin meeting and discussing the project with citizens and business owners next week.

IDA DIRECTOR – The interview committee held the final three interviews last Friday. We had four strong candidates and we anticipate a decision from the IDA board in the coming weeks.

RRHS WRESTLING TEAM – We are coordinating with the wrestling coaches, students and families to schedule a night during our regular meeting schedule for them to come and be recognized by the town for the first state championship in RRHS history. We will inform council members on the meeting in which they will be in attendance and a resolution will be prepared for Mayor Litz to present to the students and coaches.

CONDITIONAL USE PERMIT REQUESTS – Council will be presented with items for action concerning two conditional use requests during the regular meeting on March 11, 2014. Information will be included in the council update. The Planning Commission will hold the required public hearing on March 10, 2014 to consider the requests for a doublewide manufactured mobile home and an automotive body shop.

COUNCIL MEETING MINUTES – FEBRUARY 25, 2014 – PAGE 5

WYTHE HEALTH & REHABILITATION CENTER – Town Manager James referred to information he had distributed to the Council and stated he would like for everyone to review this so that when questions are asked they can be answered accurately. He also noted the correct figure for anticipated utility revenue is \$60,000 per year. Town Manager James addressed the storm water management plan and proposed entrance information.

Mayor Litz asked Town Manager James to update the Council on the operations of the rehabilitation facility. Town Manager James explained Wythe Health and Rehabilitation will own and construct the facility but Carrington Place, Inc. will be the managing entity over the rehab center. Mayor Litz stated there are employees at Carrington Place that are interested in transferring employment to Rural Retreat.

Mayor Litz inquired about the entrance issues. Town Manager James stated the plans will be presented to VDOT's Bristol District Director who makes the final decision. Upon his final approval this will move forward unless there are issues once submitted to Richmond.

WATER ACCOUNTABILITY – Mayor Litz noted the water accountability is under 30% but there shouldn't be any issues with the Virginia Department of Health. Town Manager James noted the maintenance crew is still trying to locate leaks and get those repaired.

TREASURER'S REPORT

The bills for February 25, 2014 were read and approved.

Clerk/Treasurer Guynn pointed out the town's motor vehicle decals will go on sale March 3rd. She noted the town has not eliminated decals though Wythe County has and town residents will still need to purchase the appropriate decals. Delinquent tax letters will also be mailed with the decal renewal notices and must be paid prior to decals being issued.

TALK OF THE TOWN

Councilmember Yontz is to attend the *Talk of the Town* radio program at the WYVE/WXBX radio station on Wednesday morning.

ADJOURNMENT

Prior to adjourning, Mayor Litz thanked the guests for attending the meeting.

There being no additional business to discuss, the meeting was adjourned upon a motion by Councilmember Schaack. The motion was duly seconded and approved. (7:37 p.m.)

Mayor

Clerk