

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN
COUNCIL HELD IN THE COUNCIL CHAMBERS ON
TUESDAY, MAY 13, 2014, 7:00 P.M.**

Council Members Present: Mayor Timothy Litz; Vice-Mayor A. Keith Crigger; Dale Yontz; Peggy Hash; James P. “Sean” Viars

Council Members Absent: Ed Schaack; Jerrell Hall

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

Administration Absent: None

Others Present: Jerry Hurt; Stanley King, Jr.

DETERMINATION OF A QUORUM

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

INVOCATION

The invocation was given by Councilmember Yontz.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

PUBLIC HEARING

USDA RURAL DEVELOPMENT GRANT/LOAN FOR PURCHASE OF GARBAGE TRUCK – Mayor Litz opened the public hearing and read the notice as duly published. There being no comments, Mayor Litz closed the public hearing and preceded with the agenda.

APPROVAL OF MINUTES

A motion was made by Councilmember Viars, seconded by Councilmember Yontz to approve the minutes of the April 22, 2014 regular meeting. There being no discussion, the motion passed by a vote of four (4) for: Crigger, Hash, Viars, Yontz; zero (0) against; two (2) absent: Hall, Schaack.

CITIZEN’S TIME

Stanley King, Jr. addressed the Council on behalf of the Rural Retreat Depot Foundation. He referred to the written request submitted and requested a waiver of the water and sewer connection fees at the depot. He gave an update on activities and explained the foundation

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stabilization work will begin this week. Mr. King stated the Foundation has been waiting on The Lane Group to obtain a cost for the fence construction and it was decided to ask for a quote from Wythe Custom Welding. He further stated the fence can be built and powder coated within 45 days with the installation beginning after that. Mayor Litz commented this will be good because the town isn't requiring it but Norfolk Southern. Vice-Mayor Crigger asked if the fence will be installed up to the building to allow for improvements to be completed. Mr. King responded as work is being done pieces will be removed until the work is complete. Vice-Mayor Crigger commented water is on the Dr. Pepper lot and asked if sewer service was near the depot. Town Manager James stated there is a sewer line near the depot. Vice-Mayor Crigger stated water and sewer service has previously been on the depot property and asked how connection fees can be charged for a service that has been there before. Town Manager James explained to get water service to the depot would require a bore under the road. Vice-Mayor Crigger made a motion to waive the water and sewer connection fees for the Rural Retreat Depot Foundation. Councilmember Hash seconded the motion and it passed by a vote of four (4) for: Crigger, Hash, Viars, Yontz; zero (0) against; two (2) absent: Hall, Schaack.

Mayor Litz inquired about waiving the monthly fees for water/sewer service during the winter month. Clerk/Treasurer Guynn explained if the property owner contacts the town hall and requests their water meter to be turned off for any period of time then a bill isn't generated until the owner requests the service to be restored.

Councilmember Hash asked where the fence was to be located at the depot. Mayor Litz stated it will be placed next to the tower. Vice-Mayor Crigger stated there is a liability if a person enters onto the railroad tracks from the depot property. Mayor Litz added the fence is a safety feature.

CORRESPONDENCE

Town Manager James reminded the Council of the ground breaking ceremony for Wythe Health and Rehabilitation Center on May 20, 2014 at 11:00 a.m. He asked the Councilmembers to notify him if they plan to attend or not.

Town Manager James read a letter from the Town of Wytheville's Wall of Honor Committee inviting the Council to their Memorial Day Ceremony on May 25, 2014 at 1:30 p.m. at the War Memorial in Withers Park. An RSVP is required.

Town Manager James read an invitation letter from the Wythe County Public Schools inviting the Council to attend the 2014 graduation ceremonies to be held May 29 through May 31 for the Wythe County Technology Center and Rural Retreat, George Wythe and Fort Chiswell High Schools. Rural Retreat's graduation will be Friday, May 30 at 6:00 p.m. at Community Stadium.

POLICE REPORT

Chief Mitchell explained his activity report for April. He stated he is still receiving dog complaints however the owners are complying. Chief Mitchell reported he will be setting up the

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Town of Wytheville's speed trailer around town until next Friday. Inoperative motor vehicle letters have been sent and property owners will have until next Friday to comply.

Mayor Litz explained there had been a window broken out of the Masonic Lodge building though nothing was taken.

UNFINISHED BUSINESS

STREET LIGHT REQUEST – RICHFIELD STREET – Town Manager James reported the cost to install a street light on Richfield Street at the cul-de-sac located toward Richmond Avenue will be \$548. He recommended this request be placed on hold until the next fiscal year and to wait until the area builds up.

USDA RURAL DEVELOPMENT GRANT/LOAN FOR PURCHASE OF GARBAGE TRUCK – Town Manager James stated no action will need to be taken at this time.

NEW BUSINESS

NONE

COMMITTEE REPORTS

HERITAGE DAYS – Chairman Yontz reported a short meeting will be held following the Council meeting.

FINANCE & APPROPRIATIONS – Chairman Crigger reported the Committee met prior to the meeting at 6:00 p.m. to discuss the second draft budget and proposed personnel salary increases. The purchase of a new garbage truck was also discussed. Town Manager James stated the truck will be purchased with reserve funds and upon receiving the funding from USDA Rural Development the reserve funds will be replenished. Vice-Mayor Crigger made a motion to proceed with the purchase of the garbage truck for \$115,000 with reserve funds to be repaid upon receiving the grant/loan funds from USDA Rural Development and to authorize Town Manager James to execute the necessary documents. The motion was seconded by Councilmember Yontz and passed by a vote of four (4) for: Crigger, Hash, Viars, Yontz; zero (0) against; two (2) absent: Hall, Schaack.

PERSONNEL, ORDINANCES AND LEGAL MATTERS – No report.

TOWN MANAGER'S REPORT

The following items were discussed and/or acted upon:

DOWNTOWN REVITALIZATION – We held our kickoff meeting last Tuesday night with our consultant team. We had good community participation from those present and we appreciate their support and insight. The consultants will be piecing together the master plan over the

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summer with a final presentation in September. The management team will be providing feedback and guidance throughout that time. Council will be provided information as it becomes available.

RURAL RETREAT SIDEWALK IMPROVEMENT PROJECT PHASE 9 – The town has received Phase 9 funding from VDOT for \$581,504. This project will incorporate sidewalks along West Baumgardner Avenue, Miller Street and Parsonage Avenue.

FAMILY DOLLAR STORE – We have received word from the engineering firm in Charlotte who is handling the site development. They will be sending us site plans this week and begin coordinating with Wythe County on Soil and Erosion Control measures. We expect to provide the Town's review feedback by early next week.

WYTHE HEALTH & REHAB CENTER – We have executed the needed easement agreements for Chestnut Avenue in preparation for the new 6" water line to provide redundancy in water service to the skilled nursing facility. Their crews have finished the tap on North Main Street and the town provided a fire hydrant that will be placed near the entrance to the facility.

ZONING CODE – We will meet with the Planning Commission during their first meeting in June on the revision of the town zoning code. As part of this project the Planning Commission will look at future amendments to the zoning map as several issues and concerns have been raised over the past few months.

DERELICT HOMES – The Personnel, Ordinances and Legal Matters Committee will begin meeting in June to further evaluate the derelict home ordinance and discuss implementation requirements. A meeting time will be announced in the coming weeks.

Councilmember Hash stated she noticed the former Williams Superette building was vacant again and asked if there were any plans for a business to locate there. Town Manager James stated it is part of the Economic Study.

Councilmember Viars asked if the Recreation Center Committee had met recently. Town Manager James stated no that it had been about a month since they last met. Currently they are trying to identify potential building sites.

TREASURER'S REPORT

The bills for May 13, 2014 were read and approved.

TALK OF THE TOWN

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

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CLOSED MEETING – DISCUSSION OF PERSONNEL MATTERS

A motion was made by Councilmember Yontz, seconded by Councilmember Hash to convene to a closed meeting in accordance with §2.2-3711,A-1 of the Code of Virginia - discussion, consideration or interviews of prospective candidates for employment; assignment; appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body.

The motion was approved with the following voting in favor: Crigger, Hash, Viars, Yontz.

Mayor Litz called the regular meeting back into open session.

A motion was made by Councilmember Yontz, seconded by Vice-Mayor Crigger, to adopt the following Resolution:

WHEREAS, the Rural Retreat Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712, paragraph D, of the Code of Virginia requires a certificate by this Council that such closed meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED that the Rural Retreat Town Council hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Council.

Vote:	Ayes	Nays
A. Keith Crigger	X	
Peggy Hash	X	
James P. “Sean” Viars	X	
Dale Yontz	X	

Absent during meeting: Hall, Schaack

Absent during vote: Hall, Schaack

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ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned upon a motion by Councilmember Hash. The motion was duly seconded and approved.

Mayor

Clerk