

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN
COUNCIL HELD IN THE COUNCIL CHAMBERS ON
TUESDAY, JUNE 24, 2014, 7:00 P.M.**

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

Council Members Absent: None

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

Administration Absent: None

Others Present: Roxanne Watson – AirMedCare Network; Geary Jonas; Jerry Hurt; Amy McBride

DETERMINATION OF A QUORUM

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

INVOCATION

The invocation was given by Councilmember Schaack.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

APPROVAL OF MINUTES

A motion was made by Councilmember Yontz, seconded by Councilmember Hash to approve the minutes of the June 10, 2014 regular meeting. There being no discussion, the motion passed by a vote of six (6) for: Crigger, Hall, Hash, Schaack, Viars, Yontz; zero (0) against.

CITIZEN’S TIME

Roxanne Watson with AirMedCare Network addressed the Council and thanked them for allowing her to attend. She explained previously Jason Monday had given a presentation about the AirMedCare program but she is the new representative for this area and her main priority is to educate the citizens and make everyone aware of the program. Ms. Watson explained the AirMedCare program is beneficial because we live in a rural area and we are located over an hour from a trauma center or a hospital that is level 1 that can handle accidents. She pointed out in our area ATV, hunting, car and other accidents occur that require attention. Ms. Watson stated they are partnered with Carilion in their network. She explained municipal site plans are available and will protect all citizens however citizens can purchase a plan for \$65 per year per

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household that will protect everyone that lives in the home or at a cost of \$0.18 per day. She noted it is expensive to operate the helicopter and by participating in this plan it protects citizens when the service is needed then they aren't being hit with huge bills on the back side. Ms. Watson explained this isn't an insurance policy but a membership like a Sam's card. She added her goal is to make everyone aware that this is offered in our community. Councilmember Hash commented she has been a member for two years and she wouldn't be without it. She further commented she doesn't miss the money but would if she had to pay the cost without the coverage. Ms. Watson stated the \$65 per year is not missed but an \$8,000 - \$15,000 bill per year will be missed. She added the average cost is \$25,000 - \$35,000 per helicopter flight. She further stated citizens can't afford to not have the coverage. If a citizen has this coverage and they are within the air network area then they won't receive a bill. Ms. Watson shared a personal experience in which she lost a family member in an auto accident and stated she strongly feels if this service would have been available at the time it would have made a difference for her family. She referred to what she calls the golden hour that a life changing accident occurs and we only have one hour to get to a hospital. She added she feels very strongly about this program and she closed by thanking the Council for their allowing her to attend the meeting. Amy McBride asked Ms. Watson about the municipal site plan and cost and asked if the \$65 per year was based on the municipal plan. Ms. Watson explained that a citizen can fill out the enrollment form at any time and pay only \$65 per year. Mrs. McBride asked if there was a requirement that every citizen be billed \$65 per year. Ms. Watson responded no. Mrs. McBride asked why people don't know about this coverage program. Vice-Mayor Crigger commented that is Ms. Watson's job is to tell people about the program. Mrs. McBride stated she had heard about this from Jason Monday months ago. Ms. Watson explained he had all four Wings spaces and was driving from Jonesboro, Tennessee so they reduced his area. Mrs. McBride asked if this was an individual pitch or is it being presented to the Town Council to pitch to the citizens. Ms. Watson explained she can sign-up individual memberships or business memberships. This is being presented to the Council for consideration of a municipal site plan that would include blanket coverage for the community, she added. Councilmember Hash suggested speaking to clubs and organizations which will help get the word out more. Vice-Mayor Crigger commented education is what she is up against and he also suggested setting up at Heritage Days. Ms. Watson stated she has spoken to Mrs. Guynn about setting up and completed the paperwork. Discussion ensued on bringing the helicopter for Heritage Days and the safety of everyone in the area due to the close proximity. Ms. Watson added the helicopter will not be on site. She thanked everyone for their time. Mayor Litz thanked Ms. Watson for attending.

CORRESPONDENCE

Mayor Litz stated he had received a request from the town's Joint Industrial Development Authority (JIDA) member, Foy Patton. He stated he and Mr. James had met for an hour and a half with Mayor Crewe, Wayne Sutherland, Cellell Dalton and Tim Reeves to discuss fulfilling what Wythe County wants from the JIDA. He stated he is getting feedback from the JIDA that they don't understand what is being asked of them. Mayor Litz stated there is still dissention in the ranks and Mr. Patton has informed him that Wythe County is advertising economic development from their office. Town Manager James stated he had seen that but he wasn't sure

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what it was about. Councilmember Yontz explained he had spoken to Mr. Patton also and he had also pointed out the County has their own website for economic development. Mayor Litz commented he has looked at the agenda for the Joint Governing Bodies meeting on Monday night and there isn't anything about the Joint IDA listed. Discussion ensued about discussing the Joint IDA at the joint meeting.

Vice-Mayor Crigger commented about the pending trash fee that Wythe County is considering charging. Mayor Litz stated he had attended the public hearing about the trash fee and was told they could not ask questions during the meeting. He stated he wasn't happy about this. Councilmember Viars asked Mayor Litz if he had heard anything about the trash fee. Mayor Litz responded no that they aired their grievances and was sent home. He added he wasn't happy about not being able to ask questions during a public meeting.

Town Manager James stated the agenda for the Joint Governing Bodies meeting will be revised to include the Joint IDA. Mayor Litz stated this was the best time to address the Joint IDA since all three bodies will be together. He added there seems to be bad communication between the JIDA Board and the Board of Supervisors.

Town Manager James stated the Joint IDA was on the agenda under new business and asked if the Council wished to address it now. Mayor Litz responded yes. Town Manager James stated he had attached an email to his town manager's report that he had sent to Wayne Sutherland and Cellel Dalton with some recommendations that had come out of the meeting the three governments had discussed during their meeting. He noted a resolution would be drafted to include the six recommendations for the Joint Governing Bodies to approve at their meeting. Town Manager James stated he would like comments from the Council about the recommendations. He further stated the Wytheville Town Council and the Board of Supervisors have discussed these items but he hasn't heard back from Wythe County. He explained the Town of Wytheville's concern is what the recommendations really mean and either the JIDA is funded and supported or it isn't. He added this is a good opportunity to have it in front of everyone as a joint group to discuss the concerns. Councilmember Yontz stated there will be a problem with Rural Retreat voicing our opinion because the Board's mind is already made up. He further stated he had called the new JIDA Director and he explained he wants to focus on small business but he also wants to focus on growing existing businesses as well but it doesn't help the county get out from under lot #24, Councilmember Yontz added. Town Manager James explained when the strategic planning sessions were held last winter all the things that everyone wants focus on such as small business, existing business, downtowns and exits were things that all three entities outlined that they wanted focus on with inclusion to Progress Park. He stated at the joint meeting he thinks there are two councils that want to vote to fund the JIDA and will support the motion and if the Board of Supervisors choose to go against it and defund the JIDA then it is on them. Councilmember Viars stated if anything this is an effective tool to let them know exactly what we are hearing and what our expectations are as far as a governing body which is all we can do. Mayor Litz stated he told Mr. Patton that if he has any question at all then there is a problem. He asked Mr. Patton if there was an organizational chart but didn't get an answer. Councilmember Yontz stated we are being told different things by the supervisors

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because no one wants to own up to their decisions. He further stated Mr. Patton should be encouraged to attend the Joint Governing Bodies meeting to hear comments.

Vice-Mayor Crigger commented there has been heartburn for the past 12 years with deals made behind our backs. Mayor Litz asked whose fault that was. Vice-Mayor Crigger stated it wasn't ours but the ring leader. Mayor Litz commented questions have to be asked to get answers. Councilmember Hash explained one business owner wanted on lot #24 and was told absolutely not so he purchased property and built on Pepper's Ferry Road. Councilmember Yontz stated when talking to the supervisors there seems to be a political vendetta more than anything because everyone isn't in the same party. Vice-Mayor Crigger stated within the past six months the Enterprise Zone information has been received but nothing had come to the Council since the Musser Lumber project. Town Manager James stated an economic or industrial development authority is long-term and county wide. He added one concern is the localities weren't having the final say because the JIDA Board was making the final decision. He further added it is easier if you have elected officials composing the board instead of appointed. Councilmember Schaack asked Town Manager James if he had received a response to the email sent to the Town of Wytheville and Wythe County. Town Manager James responded he had heard from Mr. Sutherland but not Mr. Dalton.

POLICE REPORT

Chief Mitchell explained the 2013 Crime Statistics Report which under federal law all law enforcement agencies in the nation have to report certain crimes to their state which then reports them to the United States Department of Justice and they use the reports to compile the statistics report. He noted he picked localities similar in population and/or the number of officers with the exception of Wytheville which he used because of proximity. Chief Mitchell explained the report only includes the calls that he has turned in and doesn't include the calls that the Wythe County Sheriff's Office has handled in Rural Retreat. He further explained eventually with the 911 system, the calls can be broken down by location. Mayor Litz thanked Chief Mitchell for his report and asked if there were any questions. There being none he preceded with the agenda.

UNFINISHED BUSINESS

ADOPTION OF THE 2014-15 FISCAL BUDGET – A motion was made by Councilmember Yontz and seconded by Councilmember Schaack to adopt the proposed 2014-15 Fiscal Budget as presented. Mayor Litz asked how much of an increase this budget was over the current year. Town Manager James stated the budget was decreased. Mayor Litz stated the staff has done a good job to make the budget decisions. He commended the Finance Committee and staff. There being no further discussion, the motion was approved by a vote of six (6) for: Crigger, Hall, Hash, Schaack, Viars, Yontz; zero (0) against.

WYTHE COUNTY PARKS & RECREATION DIVE-IN MOVIE SPONSORSHIP – Town Manager James referred to the packet he distributed which included the original letter from Kevin Williams, Wythe County Parks and Recreation Director asking the town to sponsor a

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dive-in movie at the pool. There is also a copy of an email from Mr. Williams answering some questions the Council had about the fees being charged and the benefits the town would receive by sponsoring the movie night. Councilmember Viars thanked Town Manager James for getting answers to their questions. Councilmember Schaack asked who the other sponsors for the movie were. Town Manager James stated there were at least two private businesses. Councilmember Schaack asked about Wythe County. Town Manager James replied they will have indirect expenses involved with offering the movies. Mayor Litz asked for the amount being requested. Town Manager James stated \$350 to cover the licensing fees. Councilmember Viars made a motion to sponsor a dive-in movie night for \$350 at the Rural Retreat Pool. The motion was seconded by Councilmember Hash. Councilmember Hall commented they are hoping for a big kid event. Councilmember Hash added Mr. Williams is doing a good job with the lake and pool. There being no further discussion, the motion was approved by a vote of six (6) for: Crigger, Hall, Hash, Schaack, Viars, Yontz; zero (0) against.

REQUEST FOR CROSSWALK IN TOWN FLAT – Town Manager James stated he had spoken to Jeff Russell, Resident Administrator for VDOT in Wytheville and he is to have his staff to review the request. A response is anticipated by late July. Town Manager James explained two crosswalks are being considered, one at Depot Designs and one at the depot. Mr. Russell's concern was the need for them but due to increased activity over the next few years in the flat area they will be needed.

REQUEST FOR SPEED LIMIT CHANGE ON NORTH MAIN STREET – Town Manager James explained a traffic study will be conducted by VDOT and will notify us of the results when complete.

STREET LIGHT – Councilmember Hash addressed the need for a street light on East Railroad Avenue at the corner of East Railroad Avenue and the railroad crossing. She stated there is no light there and it is a dark intersection.

NEW BUSINESS

USDA RURAL DEVELOPMENT RESOLUTION FOR FUNDING OF A SANITATION TRUCK – Mayor Litz read the resolution as presented. Councilmember Hall made a motion to adopt the resolution. The motion was seconded by Councilmember Yontz and approved by a vote of six (6) for: Crigger, Hall, Hash, Schaack, Viars, Yontz; zero (0) against.

JOINT IDA FUNDING – This item was previously discussed.

COMMITTEE REPORTS

HERITAGE DAYS – Chairman Yontz reported a brief meeting will be held following the Council meeting. He stated Friday activities have been finalized and Saturday is almost finalized. Councilmember Hash has been working on sponsorship donations. Town Manager

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James is completing the rider for Exile related to setup. Shentel is interested in pursuing a long-term sponsorship commitment.

FINANCE & APPROPRIATIONS – None

PERSONNEL, ORDINANCES AND LEGAL MATTERS – None

TOWN MANAGER’S REPORT

The following items were discussed and/or acted upon:

TIA MORRIS – Mrs. Morris has taken and passed the wastewater licensure exam and is now a licensed wastewater operator. Town Manager James asked the Councilmember’s to congratulate her on this achievement.

PHASE 8 SIDEWALK IMPROVEMENT PROJECT – Anderson & Associates are completing additional storm water drainage calculations to finalize the submittal packet to the Virginia Department of Transportation.

SOUTH FORK REED CREEK SEWER PROJECT – The funding application for the \$100,000 construction assistance grant has been submitted to the Mount Rogers Planning District Commission. The Department of Environmental Quality loan application will be submitted by July 16th.

DOWNTOWN REVITALIZATION PROJECT – The management team will meet tomorrow night to discuss the preliminary analysis and plans provided to the town by the consultant team. Their input will assist in ensuring the consultants are working towards viable and locally supported improvements.

SCADA SYSTEM INSTALLATION – A request for proposals has been developed for announcement in mid-July. This will be finalized by next week. At the conclusion of the RFP process, staff will bring formal recommendations to the Council by November. This is a budgeted capital item.

COUNCIL APPOINTEES – Staff will be reviewing the terms of the Planning Commission and Board of Zoning Appeals appointees in the coming weeks. All necessary reappointments or new appointment recommendations will be provided by July 8th.

DEPOT UTILITY HOOKUP – The Depot Foundation has moved forward in contracting with Advanced Building and Clearing, Inc. Staff has agreed to coordinate the work on their behalf and we are tentatively scheduled to execute the connections the week of July 7th. We will try to complete the sewer hookup at the same time.

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RURAL RETREAT TIMES – Staff has begun creating the 2nd edition of the town newsletter. We hope to have this completed and disbursed by mid-July. Councilmember Viars suggested including information about the Everbridge alert system in the newsletter.

JOINT GOVERNING BODIES MEETING – The Joint Governing Bodies meeting will be held Monday, June 30, 2014 at 7:00 p.m.

SHUPE’S TRAILER COURT – Town Manager James stated several questions have been received about the trailer that was located in Shupe’s Trailer Court so he has put together some information for Council to review. He stated we have a trailer park district in town but our zoning map doesn’t have any designation of where it is located at. There are only non-conforming uses in the trailer parks. In the past, we have set the number of allowed trailers at the number that was there when the zoning went into effect and the owners can’t have any more than that number. Mr. Shupe can have no more than eight which is what he has. Town Manager James stated his question to Council is, in order to be more clear with the property owners on this, how are we going to handle it? He stated he has provided 3.3-10 of the Zoning Code that addresses the replacement of single wide homes which pertains to those that are not in trailer parks but on the homeowner’s property. He stated he would like to address the rented mobile homes in a similar manner as we address mobile homes that are owner occupied. He asked if the Council wants to use the same requirements for all which will require a zoning permit. Vice-Mayor Crigger and Councilmember Hash commented that this was already on the books. Vice-Mayor Crigger commented single-wide homes are not allowed other than the ones that are already in existence. Councilmember Hash stated if one was moved out a new one had to be moved in, not an old one. Vice-Mayor Crigger asked Mrs. Guynn about this requirement. Mrs. Guynn stated the requirements outlined have been what we have always gone by for the replacement of a singlewide in any area. She further stated we don’t have a mobile home park district because of eventually eliminating the non-conforming uses. Town Manager James stated he would like to have the same rules apply to renter occupied singlewides as owner occupied singlewides. He added he will develop a written policy.

STORM RETENTION POND IN SHERWOOD ESTATES – Vice-Mayor Crigger stated he wasn’t sure the storm water retention pond was working properly. Town Manager James explained it would be the responsibility of the homeowner’s association to resolve any issues.

TREASURER’S REPORT

Clerk/Treasurer Guynn stated the audit agreement with Robinson, Farmer, Cox Associates for the 2014-2015 Fiscal audit requires approval by the Town Council instead of only by the head management person. She stated the agreement states the audit cost will not exceed \$11,700. A motion was made by Vice-Mayor Crigger and seconded by Councilmember Yontz to accept the proposal from Robinson, Farmer, Cox Associates to not exceed \$11,700 for the 2014-2015 Fiscal audit.

The bills for June 24, 2014 were read and approved.

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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.

ADJOURNMENT

Prior to adjourning, Mayor Litz stated it is the end of our fiscal year and there were special presentations to be made. Mayor Litz asked Town Manager James to handle the presentations. Town Manager James presented Vice-Mayor Crigger and Councilmember Schaack plaques from the Town Council and staff for their service over the years. Mayor Litz thanked both for their service and stated they have been exemplary councilmen. He stated we didn't have to agree but we worked together and he stated they will be missed.

Vice-Mayor Crigger commented he has enjoyed his 12 years on Council and feels he made a difference. He stated he voted on his conscience and for the will of the people. He added not everyone can say he did a good job but in his eyes he feels he did. He thanked everyone for being a part of his tenure. Councilmember Schaack stated he really appreciates Keith for what he has done with the Finance Committee and what he has done has been super.

There being no additional business to discuss, the meeting was adjourned upon a motion by Vice-Mayor Crigger. The motion was duly seconded and approved.

Mayor

Clerk