

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN
COUNCIL HELD IN THE COUNCIL CHAMBERS ON
TUESDAY, SEPTEMBER 9, 2014, 7:00 P.M.**

Council Members Present: Mayor Timothy Litz; Vice-Mayor Dale Yontz; Jerrell Hall; Peggy Hash; James P. “Sean” Viars; Geary Jonas; James Lloyd

Council Members Absent: None

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

Administration Absent: None

Others Present: Jerry Hurt; Ed Schaack

DETERMINATION OF A QUORUM

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

INVOCATION

The invocation was given by Ed 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 August 26, 2014 regular meeting. There being no discussion, the motion passed by a vote of six (6) for: Hall, Hash, Jonas, Lloyd, Viars, Yontz; zero (0) against.

CITIZEN’S TIME

Ed Schaack addressed the Council and stated he was in attendance because he would like to invite the Town Council to attend the Downtown Revitalization public meeting on Monday night at the Rural Retreat Community Center. He explained the plans for the project will be unveiled at this meeting. Mr. Schaack also encouraged the Councilmember’s to attend the management team meeting to be held the following evening. He explained the team is a group of approximately 9 people and he would like to see more of the Town Council members involved in the Downtown Revitalization Project.

Mr. Schaack left the meeting.

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CORRESPONDENCE

RURAL RETREAT HIGH SCHOOL POW-WOW – Town Manager James explained that Rural Retreat High School held a pow-wow Friday night in the town flat. He noted there was a good turnout, the students enjoyed it and there were a lot of parents there. He added he also appreciated Bud Pollard playing music. Town Manager James stated there needs to be more lighting because the area was pretty dark. He further stated he had received a request from Susan Wohlford to hold another event on Friday, September 19th following the home football game. Town Manager James asked for permission to handle the requests for the pow-wows in the office instead of bringing each request to the Council for consideration. A motion was made Vice-Mayor Yontz to allow Town Manager James to approve the requests and seconded by Councilmember Jonas. Councilmember Hash commented she thought this was a good activity. Councilmember Lloyd added the students had a good time. There being no further discussion, the motion passed by a vote of six (6) for: Hall, Hash, Jonas, Lloyd, Viars, Yontz; zero (0) against.

RURAL RETREAT DEPOT FOUNDATION – A request was made by Jerry Hurt on behalf of the Rural Retreat Depot Foundation requesting permission to hold the Foundation's membership meetings in the Town Council Chambers on the first Monday of each month from October to May. Councilmember Viars made a motion to allow the Rural Retreat Depot Foundation to use the Council Chambers for their monthly meetings. The motion was seconded by Vice-Mayor Yontz. Councilmember Hash stated she thinks it is great that the Council is helping the Foundation. There being no further discussion, the motion passed by a vote of six (6) for: Hall, Hash, Jonas, Lloyd, Viars, Yontz; zero (0) against.

RURAL RETREAT VOLUNTEER EMERGENCY SERVICES – Councilmember Hash stated she had been informed that the Rural Retreat Volunteer Emergency Services will be closed in two weeks. She further stated the person that told her this had been given this information by Ikey Davidson and Tim Reeves so she decided to contact both gentlemen. This afternoon, she explained, she spoke with Mr. Davidson for an hour and a half and he hadn't heard this information and was shocked that it was going on. Mr. Reeves is to return her call tonight following the Board of Supervisors meeting. Councilmember Hash further stated Mr. Davidson had informed her that in three weeks something big will hit the County and it will be a shock. She stated she had asked him where we would hear this news and if it would be in the *Wytheville Enterprise* or on Channel 10. Mr. Davidson replied probably on television. He also told her that it would not affect Rural Retreat. Councilmember Hash stated she felt that the news wouldn't affect the rescue squads.

Town Manager James explained he and Mayor Litz had discussed the trash collection at the Rural Retreat Community Center. He has contacted Billy Bowers with Wythe County to discuss the Community Center personnel not being allowed to dispose of their trash at the Wythe County Recycling Center. He asked Mr. Bowers if they would consider accepting the trash and Mr. Bowers told him he would look into it and contact him though he hasn't heard from him yet. Mayor Litz stated the manager's spouse has been disposing of the trash at the recycling center

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but now the attendants won't let him because they live in Smyth County and have a Smyth County decal.

POLICE REPORT

Chief Mitchell explained his monthly activity report for August. He pointed out the traffic enforcement was up with two summons issued and several warnings. Additional summons have been issued since the beginning of September. Dog complaints are also up and he is continuing to speak with the dog owners including a dog issue near the school. Chief Mitchell stated he is working on inoperative motor vehicle letters. He explained he and Brenda Maxey are working on notifying property owners about un-mowed lots by sending letters. Chief Mitchell stated he attended the school pow-wow and it did go well though he does agree that more lighting is needed.

Councilmember Viars asked where the traffic summons was issued at. Chief Mitchell stated on Maple Avenue, Main Street and Gienow Road. Mayor Litz explained a friend of his had come to him about being pulled over by Chief Mitchell. Mayor Litz asked what he was doing. The friend said he wasn't watching how fast he was going. Mayor Litz stated he asked his friend what he got and the friend responded a talking too. He then asked the friend how he felt about it and he said he was going too fast. Mayor Litz thanked Chief Mitchell and stated the process is working. He also stated the person isn't a Rural Retreat citizen but passing through. He told Chief Mitchell to keep up the good work.

UNFINISHED BUSINESS

None

NEW BUSINESS

PROCLAMATION RECOGNIZING WYVE'S 65TH ANNIVERSARY – Mayor Litz stated we have received a request for a proclamation recognizing WYVE's 65th Anniversary. Councilmember Lloyd made a motion to adopt the proclamation as presented. The motion was seconded by Councilmember Jonas. There being no discussion, the motion passed by a vote of six (6) for: Hall, Hash, Jonas, Lloyd, Viars, Yontz; zero (0) against.

COMMITTEE REPORTS

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

PUBLIC UTILITIES COMMITTEE – No report.

TOWN MANAGER'S REPORT

The following items were discussed and/or acted upon:

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DOWNTOWN REVITALIZATION PROJECT – Town Manager James explained he and Councilmember Jonas met yesterday and spoke about the project. He noted he has provided the Council with information so they would have a clear understanding of the project prior to the meetings. He asked the Councilmember's to review the information and contact him with any questions.

MOVIES IN THE PARK – We have finalized a date of September 20th at 6:30 p.m. for our "Movie in the Park" event. The rescue squad will be selling refreshments and popcorn; staff will begin working on advertising for the event. The movie "CARS" will be shown. We will be renting a projection screen from Wythe County.

DOWNTOWN REVITALIZATION – MANAGEMENT TEAM MEETING SEPTEMBER 10TH – On Wednesday at 7 p.m. the consultant team will be presenting formal recommendations to the management team. This meeting will be their first presentation to the management team of infrastructure improvements, façade improvements and economic restructuring ideas. Their comments and input will assist in the further development of the plan.

DOWNTOWN REVITALIZATION – PUBLIC MEETING SEPTEMBER 15TH – Our next public meeting will be held at the Rural Retreat Community Center at 7 p.m. on September 15th. This meeting will be a more in-depth roll out of the recommendations and ideas from the consultant team to gauge public sentiment for the projects outlined in the preliminary development plans. We hope to have a great turnout and I ask that every Council member who can attend, please do so. Millie Rothrock will also be writing an article for inclusion in the *Wytheville Enterprise* on Saturday.

RURAL RETREAT PLANNING COMMISSION – At this time we have secured candidates for the Planning Commission that will be presented to Council for appointment. It appears that we will have four empty commission seats as of January 1, 2015. Council will be asked to go into Executive Session to discuss the perspective candidates prior to holding an appointment vote in December.

Mayor Litz asked how many members had ever received training besides Councilmember Hash. Clerk/Treasurer Guynn responded Scott Mecimore received certification when he served and Ed Schaack had received his certification when he served on the Wythe County Planning Commission. Town Manager James stated he plans to ask the potential candidates to consider obtaining certification.

Also, the Commission met Monday, September 8th to review the recommended Zoning Ordinance amendments. After discussion the Commission wishes to move forward with the changes. We will hold a public hearing in October if there are no objections from the Commission members of the Town Council. Attached to the Manager's Report are the revisions.

TRASH TRUCK – The new trash truck is scheduled for delivery late this week or early next week.

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TOWN HALL ROOF REPAIR – Seal-All Coatings Company, LLC have begun work on replacing the membrane roof.

VDOT STREET SWEEPINGS – VDOT completed the street sweeping today and our crew removed all debris from the sidewalks.

GOODWILL INDUSTRIES – Goodwill Industries is looking to place a larger donation box in town. Currently the donation box at Food Country is too small and donors are placing items around the outside of the box. We are working with Food Country to put a wooden building in the same location which will require a Zoning Permit.

RICHMOND AVENUE – Town Manager James stated Councilmember Yontz had forwarded him comments from Ms. Hafley about Richmond Avenue. Ms. Hafley is having visibility issues coming off of Richmond Avenue. He stated we will try to get a mirror put up to help with the visibility.

BURGER KING – Mayor Litz stated the rumor mill is saying a Burger King is coming to town. Town Manager James stated until information is turned into the office he wouldn't believe one is coming and to date no contact has been made with the town.

FAMILY DOLLAR – Mayor Litz asked for an update on this facility. Town Manager James explained all plans have been turned in and all permitting has been obtained from VDOT. Discussion ensued on the potential buyout of the Family Dollar stores. Town Manager James stated he has been told the pace they are going is standard.

Councilmember Viars asked for an update on David Hughes' request to operate a business from within the caboose. Town Manager James stated they met the week after the Council meeting and toured the caboose. He noted Mr. Hughes is still interested but it will probably be spring time before he proceeds.

TREASURER'S REPORT

Clerk/Treasurer Guynn informed the Council that the audit firm Robinson, Farmer, Cox Associates was in the office yesterday and today to complete the audit work. The items already noted for inclusion in the management letter include the lack of segregation of duties and internal controls which are expected due to having two employees in the office. She stated the audit manager had requested that we begin issuing 1099's and that we request a completed W-9 form from all vendors that business is conducted with. Clerk/Treasurer Guynn stated she will be implementing the W-9's immediately and the 1099's will be issued at the end of the year. She further stated that she asked the audit team manager to attend a Council meeting after the audit report is issued to provide the Council with a summary and answer any questions they may have because it has been years since this has been done and we have new Councilmember's that it will be beneficial for.

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The bills for September 9, 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.

ADJOURNMENT

Councilmember Hash asked for an update on Tony Wright. Town Manager James explained he is still out with health related issues and was recently admitted to the hospital. He added he had seen him recently and he seems to be doing as well as he can.

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

Mayor

Clerk