

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

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

Council Members Absent: Vice-Mayor Dale Yontz

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

Administration Absent: None

Others Present: Bob Lewis; Jerry Hurt

DETERMINATION OF A QUORUM

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

INVOCATION

The invocation was given by Geary Jonas.

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 Hash to approve the minutes of the November 25, 2014 regular meeting. There being no discussion, the motion passed by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against; one (1) absent: Yontz.

CITIZEN’S TIME

The citizens present did not wish to address the Council.

CORRESPONDENCE

None

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POLICE REPORT

Chief Mitchell explained his monthly activity report for November. He pointed out the breaking and entering, larceny/theft and damage to property/vandalism were informational reports taken by the Wythe County Sheriff's Office while he was off duty and the information was passed on to him to complete the reports. Chief Mitchell reported he had spoken to the local administrator for DMV grants and was told the town could apply for a grant for the radar equipment though grants aren't awarded until the spring of the year. He noted the Christmas Parade was held the previous Sunday and went well. Chief Mitchell stated he is continuing to conduct business checks and the walk through at the high and elementary schools.

UNFINISHED BUSINESS

None

NEW BUSINESS

APPOINTMENTS TO PLANNING COMMISSION – Mayor Litz read the proposed appointments to the Planning Commission which included Robert “Bob” Lewis, H. Roger Hedrick, Donald Brooks and Kenneth Noble to fulfill unexpired terms for vacated seats. He stated it is nice to have people interested in serving and he added they all have an opinion and will express it which is what we want. Councilmember Hall made a motion to appoint Robert Lewis to a term beginning January 1, 2015 and expiring May 31, 2016 and H. Roger Hedrick, Donald Brooks and Kenneth Noble to terms beginning January 1, 2015 and expiring May 31, 2015. The motion was seconded by Councilmember Jonas. There being no discussion, the motion was approved by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against.

APPOINTMENT TO JOINT IDA BOARD – Town Manager James explained the Council will need to vote to appoint John W. Silva as the town's representative to the Joint Industrial Development Authority Board. Councilmember Jonas made a motion to appoint John W. Silva to a four year term as the town's representative on the Joint Industrial Development Authority Board. The motion was seconded by Councilmember Hash. Mayor Litz stated Mr. Silva resides on Sherwood Avenue, is a small business owner and has an interest in serving in this capacity. There being no further discussion, the motion was approved by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against.

COMMITTEE REPORTS

HERITAGE DAYS – Mayor Litz reported he has signed the entertainment contracts. He explained we have had good success with having two acts and will have two again this year. Mayor Litz pointed out there will be no need to change stage equipment because both acts share the same band.

FINANCE & APPROPRIATIONS – No report.

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PUBLIC UTILITIES COMMITTEE – The committee will potentially meet with the Wythe County Water Committee in January.

TOWN MANAGER’S REPORT

The following items were discussed and/or acted upon:

PHASE 8 SIDEWALK IMPROVEMENT PROJECT – We are still awaiting final review notes from VDOT on Phase 8 design. We hope to have their approval after the first of the year.

Bob Lewis inquired if he could address this project. Mayor Litz replied yes. Mr. Lewis asked if money had been granted for this project. Town Manager James replied yes. Mr. Lewis inquired if any potential budget cuts by the Governor would affect the project. Town Manager James responded no but it could potentially affect Phase 9. Mr. Lewis asked if this phase was to build the sidewalk on East Baumgardner Avenue. Town Manager replied yes. Mr. Lewis inquired about the delay on this phase. Town Manager James explained the plans are in the review process which is usually a 90 day turnaround. He further explained the plans had been reviewed and VDOT wanted some changes made so the plans were returned and revisions were made and the plans were resubmitted which began a new 90 day review. He stated VDOT has had the plans for approximately 60 days and hopefully we will receive a response within the next month. Mr. Lewis asked if the project would begin by spring. Town Manager James stated the project won't be put out for bid until at least March or April pending VDOT's approval of the plans. Mr. Lewis explained he had spoken to some of the property owners on East Baumgardner Avenue which he is a property owner on this street also and they aren't aware of a pending project. He then asked if all owners had been contacted. Town Manager James stated he had spoken to most of them but until VDOT approves the plans he doesn't have any maps to show the property owners what the project will entail. Mr. Lewis asked if the project affects the mill side of East Baumgardner Avenue. Town Manager James replied no. Mr. Lewis stated in all probability it will be fall before any work may begin. Town Manager James stated he hopes it will be sooner.

PHASE 9 SIDEWALK IMPROVEMENT PROJECT – VDOT has not given notice to move forward with Phase 9, the project is being delayed indefinitely.

SOUTH FORK REED CREEK PROJECT – We anticipate hearing from the Virginia Department of Environmental Quality on our loan application this month. Detailed information will be provided in January.

RURAL RETREAT BEACH FEST – Staff is continuing to work with Ms. Vickie Sprouse on event planning and preliminary details. We have made progress since our November meeting.

NORFOLK SOUTHERN DOWNTOWN MAINTENANCE EASEMENT – Norfolk Southern has notified the town that they are in receipt of all the documentation they need to review our request. We anticipate receiving feedback within the next few months.

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DOWNTOWN REVITALIZATION – Staff will be meeting with Brian Reed and Chip Worley next week to finalize the budget estimates for the CDBG application. Once this is complete we will meet with the management team and the public to gather further input and make recommended changes that may arise.

SCADA SYSTEM PROJECT – Staff has decided on two finalists for the SCADA system. We are reviewing financial options for the project and will present final recommendations to Council in January.

Mayor Litz inquired about the use of PC Anywhere to monitor the water plant. Clerk/Treasurer Guynn explained the current version of PC Anywhere is several years old and the program had developed problems including issues with the plant operators being able to use the program to monitor the plant. Mayor Litz asked what the difference is between the SCADA system and using PC Anywhere. Town Manager James explained the SCADA system concentrates more on the communication of the plant than the home connection to monitor. He further explained there are connection issues with the system talking to the plant because the pumps will cut off but when the pumps need to cut back on they aren't because the communication fails. The SCADA system will allow the water and wastewater systems including both plants, the lift station and valves to be monitored online. Town Manager James added the water system is now being operated manually instead of automatically. The SCADA system will operate by a cell or landline phone system and the cost of both is being evaluated, Town Manager James stated.

WYTHE HEALTH AND REHAB CENTER – Work began last week for the installation of another water connection for the facility. The agreement between the town and the owner was that a 6" water line would be installed to serve the facility but also replace the existing line that serves 5 homes on Chestnut Avenue. The physical connection should be made this week.

The Council had been invited to attend an informal tour of the facility this Friday, December 12th at 10:30 a.m.; however paving has been scheduled for that day and the tour will need to be rescheduled.

Prior to continuing, Mr. Lewis stated he had read in the minutes of a previous meeting about the garment factory building and asked what if anything has taken place. Town Manager James explained he, Cellell Dalton and David Manley met with the property manager to tour the property. The property manager mainly is interested in one of the three entities to purchase the property. Mr. Lewis commented the price was probably outrageous for a building that is worth nothing. Town Manager James stated the price wasn't bad but it would require a lot of work.

TREASURER'S REPORT

Clerk/Treasurer Guynn reminded the Council that the town's Christmas Dinner will be held next Wednesday, December 17 at 6:00 p.m. at the Rural Retreat Community Center. She also stated trash collection the week of Christmas will be on Tuesday and the week of New Year's Day will be on Wednesday. She added the town's facilities will be closed December 24-26 for Christmas.

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The invoices for December 8, 2014 were read and approved.

Mr. Lewis inquired if he could ask another question. Mayor Litz responded yes. Mr. Lewis asked if the town has anything to do with Shentel's rates because of the franchise agreement. Town Manager James responded no.

TALK OF THE TOWN

No one was available to attend the *Talk of the Town* radio program at the WYVE/WXBX radio station on Wednesday morning.

Prior to proceeding with the agenda, Mayor Litz pointed out the next Council meeting is scheduled for December 23rd which is close to Christmas. He asked if the Council was interested in dispensing with the meeting. Councilmember Jonas made a motion to dispense with the Council meeting on December 23rd due to the Christmas holiday and authorize the town treasurer to pay invoices. The motion was seconded by Councilmember Viars and was approved by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against.

CLOSED MEETING – DISCUSSION OF REAL PROPERTY

A motion was made by Councilmember Lloyd, seconded by Councilmember Jonas to convene to a closed meeting in accordance with §2.2-3711, A-3 – of the Code of Virginia – discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion was approved with the following voting in favor: Hall, Hash, Jonas, Lloyd, Viars.

Mayor Litz called the regular meeting back into open session.

Motion was made by Councilmember Hash, seconded by Councilmember Jonas, 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

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identified in the motion convening the closed meeting were heard, discussed, or considered by the Council.

Roll Call Vote:	Ayes	Nays
Jerrell Hall	X	
Peggy Hash	X	
Geary W. Jonas	X	
James N. Lloyd	X	
James P. “Sean” Viars	X	

Absent during meeting: Dale Yontz

Absent during vote: Dale Yontz

A motion was made by Councilmember Lloyd and seconded by Councilmember Hall to accept the donation of items, including books and a stage coach horn, from James Presgraves for permanent ownership by the Town of Rural Retreat. The motion was approved by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against.

ADJOURNMENT

Prior to adjourning, Town Manager James stated his personal vehicle has broken down and he asked permission from the Town Council to use the town’s vehicle for personal use on a minimal basis. The consensus of the Council was to allow Town Manager James to use the town vehicle as requested.

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

Mayor

Clerk