

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN
COUNCIL HELD IN THE COUNCIL CHAMBERS ON
TUESDAY, JUNE 23, 2015, 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: Lori Guynn, Clerk/Treasurer

Administration Absent: Brian Reed, Interim Town Manager; Scott Mitchell, Police Chief

Others Present: Tony Wright – General Services Director

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 Jonas to approve the minutes of the June 9, 2015 regular meeting. There being no discussion, the motion passed by a vote of four (4) for: Hash, Jonas, Lloyd, Viars; zero (0) against; one (1) absent during the vote: Hall; one (1) absent: Yontz.

CITIZEN’S TIME

None

CORRESPONDENCE

Mayor Litz reported a request had been received from Kevin Williams, Director, Wythe County Parks and Recreation requesting \$350 from the town to sponsor the August 8, 2015, Dive-In movie at the Rural Retreat Lake Pool. A motion was made by Councilmember Hash and seconded by Councilmember Hall to sponsor the Dive-In movie at the Rural Retreat Lake Pool for \$350 on August 8, 2015. Councilmember Hall stated good attendance has been reported for the events. There being no further comments the motion passed by a vote of four (4) for: Hall,

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Hash, Jonas, Viars; one (1) against: Lloyd because admission is being charged; one (1) absent: Yontz.

Mayor Litz stated the next item is an invitation from the Town of Pulaski to attend a Pulaski Yankees baseball game. Mayor Litz asked Clerk/Treasurer Guynn for the dates. Clerk/Treasurer Guynn explained the schedule includes many home games however, if the Councilmembers are interested in attending a game reservations must be made with the Town of Pulaski to ensure they have space available in their box. She stated as everyone has probably seen on television a lot of extensive renovations were made to Calfee Park. She asked the Councilmembers to notify her if they wish to attend and she will make the reservations because only 10 seats are available per game.

Councilmember Jonas addressed the construction at the Family Dollar facility and stated more work needed to be done on the drainage. He explained rip rap has been put in on the Family Dollar property but not on the neighbor's property which will wash out. Mayor Litz commented the parking lot has been redone over a dozen times because there weren't enough parking spaces and part of it has been grassed. Councilmember Viars asked if Wythe County signed off on the plans and approved the latest revision. Mayor Litz replied yes. Councilmember Viars stated he didn't know what else could be done if the plans were approved. Mayor Litz explained the drainage outlets are higher than the drainage inlets.

Mayor Litz asked Tony Wright to comment. Mr. Wright explained Family Dollar had made several agreements with the adjoining property owners outside of the plans submitted to the town. He stated he has been dealing with Family Dollar on the drainage issue and they have completed everything according to plan that was required and approved by the County. Last week, he explained, Family Dollar installed three more sections of pipe under the rip rap to carry water further past the building and placed more rip rap on top. Mr. Wright stated prior to this they had agreed to fill in the ditch on the adjoining property that only included topsoil and grass seed. Family Dollar feels that they have more than met expectations on what was agreed to, he added.

Councilmember Jonas commented mud is washing onto the property below. Mayor Litz asked what can be done. Mr. Wright explained before Family Dollar began construction the medical facility was completed and anytime drainage is taken away it becomes an issue. The developments have changed the flow of water in the field. Councilmember Hall asked if the catch pond at the nursing home would hold the water. Mr. Wright stated it isn't a pond but mainly slows the water by containing it long enough for it to go down. He added we received almost 12" of rain during June and it is hard to contain water when we have the hard rain events.

Councilmember Hall asked if the town can require anyone to do anything about this. Mayor Litz stated the town reserves the right to ask questions but the county makes the final decision. Councilmember Viars asked if the people on Valley View Avenue had been spoken to about their concerns. Mayor Litz stated if asked plenty of concerns will be received. Councilmember Hall suggested the concerned citizens should attend the Joint Governing Bodies meeting.

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Councilmember Hash stated she didn't notice any water issues on Valley View Avenue during the last rain storm. She asked if the citizens had complained about the water. Mr. Wright replied yes, plus that area is a flood zone because all the water flow comes from the Chinquapin area. Councilmember Hall suggested notifying the county at the Joint meeting that there are some people very concerned that they have approved the plans. Mr. Wright pointed out water off a 30 acre piece of property is now being reduced into one path. He noted the development of the property owned by the Peoples' will be difficult because of the water runoff.

Councilmember Viars addressed the recent car show held at the depot. He stated the event organizer failed to remove a car hood that was used for a sign and Councilmember Viars asked that this be removed. Mayor Litz asked Mr. Wright to take care of this. Mr. Wright stated if it hadn't been picked up by Thursday it will be when trash collection is done. Councilmember Viars pointed out last year a sign was left behind and he got tired of seeing it so he threw it away himself.

Mayor Litz explained issues arose on Saturday morning with the car show. He stated he came to the town hall to ask questions and the answers he received were the same as what he had understood to be correct. He noted there was no permission given for this function. He added fingers are being pointed at a person that is gone but it is not in the minutes that permission was given. Mayor Litz explained Mr. Wright came to help and he appreciated him doing so. He further explained the use of the flat needs to be worked on and the roads leading to it because two to three business are being adversely effected by the closing of the flat with two main businesses being the winery and the bridge crew. He stated one thing he would like to do is paint lines on Delp Avenue for parking on the right and stop the parking on the left side. Mayor Litz explained across the street from the entrance of Richmond Avenue will need to be marked to keep people from parking there because it makes it difficult to make the turn. He noted Michael Spraker's parking lot and the winery parking lot need to be off limits while they are conducting business. He explained there are more holes in our downtown parking but on Saturday it was brought more to our attention.

Councilmember Lloyd stated the car show organizer had told him months ago that he had permission to use the flat. Mayor Litz stated he didn't have it from the Town Council. Councilmember Lloyd commented it was a lack of communication. Mayor Litz explained he asked the guy to open the street to allow traffic to pass through and added it had been a misunderstanding.

Mayor Litz asked Clerk/Treasurer Guynn to pass along the information to the Rural Retreat Depot Foundation that everyone is going to have to meet to discuss the use of the flat. He pointed out it needs to be determined who hands out the town's traffic cones. Councilmember Lloyd stated the depot foundation wasn't aware of the car show until the night before. Mayor Litz commented it was just a misunderstanding but he doesn't want it to occur every weekend. He added he would prefer that the Town Council has something to say about events being held. He further stated he wants Clerk/Treasurer Guynn to have a written record of requests so the Town Council can make a decision.

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Clerk/Treasurer Guynn informed the Council at this time the Rural Retreat Depot Foundation has not submitted a written request to close the street for the farmer's market. She explained she had mentioned this to Jerry Hurt at a meeting and he had stated he had already received approval. She added she felt the town should meet with Mr. Hurt and possibly Ed Schaack since he is over the farmer's market to establish criteria for the depot's use of the street. Mayor Litz stated Mr. Wright has made the point that the town can close streets for water and sewer repairs not necessarily to conduct a farmer's market. He further stated if the town can get everything done behind the Vance Company then it will go away with the moving of the farmer's market.

Councilmember Hash stated years ago the former Woman's Club would hold street dances in the flat but the street was never closed. She noted a few cars would drive through but not many. Mr. Wright stated once everything gets going people will realize it and won't drive through. Mayor Litz reiterated a written record is needed. He stated he also wants Delp Avenue to be accessible as well as a sign at Church Street, Chinquapin Avenue and Main Street so that people will know they need to turn there instead of at the flat if they are going to the winery. He added this will allow the winery to continue to have business. Mayor Litz explained the lot beside the old section house on Church Street has been mowed to allow for parking.

Mr. Wright stated he understands the road closure but wanted to point out VDOT doesn't have a problem with closing the street as long as the Council has approved it. He stated a courtesy call takes care of it. Mr. Wright explained the farmer's market needs to establish parking and also needs to block the street at Main Street instead of beginning at the corner of the depot at an angle. This will eliminate cars turning in then realizing the street is blocked and having to back out into Main Street to turn around. Mayor Litz commented there are holes in this that need to be filled.

Councilmember Hash asked Councilmember Lloyd if the parking on Delp Avenue was for his business. Councilmember Lloyd replied yes, some and tenants also park there. He stated if cars are parked on the right there aren't any problems. Mayor Litz added everyone wants to park as close as they can to the building. Councilmember Lloyd explained the problem is people parking on the upper side of the building and their vehicles are sticking out in the road which usually it isn't someone that is in the building. Mayor Litz stated everyone is guilty of parking where they stop, him included, but the changes will affect him as well. Councilmember Lloyd asked that parking spaces be marked at this building also.

Mayor Litz stated the painting of parking spaces will help this issue. Clerk/Treasurer Guynn explained Delp Avenue is now a VDOT street so they will have to be notified about the painting and the no parking signs. She added they generally require a written request. Mr. Wright stated Mr. Copenhaver will be in town tomorrow to look at the street. Mayor Litz commented he wants the Town Council to have a say in what is going on because they are responsible. He added Mr. Wright and Mrs. Guynn are working on this. Clerk/Treasurer Guynn asked Mayor Litz if he wanted her to write the request to be sent to VDOT regarding Delp Avenue. Mayor Litz replied yes and advise them the town has parking concerns and would like changes made. Mr. Wright

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addressed the need for lines or no parking signs across from the winery. The consensus was to contact VDOT about Delp Avenue and Church Street.

Councilmember Jonas stated Julie Burton had contacted him about putting another business, a beauty salon, on their property between their business and Family Dollar. He stated he advised her to see the town manager. Councilmember Jonas asked what day Mr. Reed would be in the office. Clerk/Treasurer Guynn replied Tuesday. She explained the property will have to meet requirements but Mr. Reed can address the request.

Clerk/Treasurer Guynn stated a request had been received from Oscar Roark for permission to conduct a tent revival on the property next to the former Hilltop Auto Sales building. Mr. Roark plans to put the tent up next week and stated he will leave it up for about a week prior to holding the revival which will last a couple of nights then it will be taken down. He estimated the tent will be up for two weeks. Mayor Litz suggested Mr. Roark meet with Mr. Wright to determine the size of the tent and parking. Clerk/Treasurer Guynn asked if the Council would like to make a decision because Mr. Roark is planning to hold the revival before the next Council meeting. A motion was made by Councilmember Lloyd and seconded by Councilmember Hall to allow Oscar Roark to conduct a tent revival on North Main Street on the property next to the former Hilltop Auto Sales building pending the lot having the capacity to accommodate the tent and with the stipulation attendees must park on the property not on neighboring property or along the street. Following discussion, the consensus was for Mr. Roark and Mr. Wright to meet to discuss the placement of the tent. There being no further discussion the motion passed by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against; one (1) absent: Yontz.

POLICE REPORT

In Chief Mitchell's absence, the 2014 Crime Statistic Review and Comparison report was distributed for review.

Tony Wright reported there were two properties that had not been mowed. One is located at the corner of Gienow Road and North Greever Street and the other is between Carrington Place and the houses along Valley View Avenue.

UNFINISHED BUSINESS

DR PEPPER LOT PROJECT – Councilmember Lloyd reported the finalized video was received and was forwarded to Troy Harris the early part of the week though a response hasn't been received. Councilmember Hash stated she had seen Councilmember Lloyd on television. Councilmember Lloyd stated he was concerned about the segment because the local news made the story sound like it was a done deal.

STATUS OF SINGLETON PROPERTY – Tony Wright stated he had contacted the Town of Wytheville and asked for a copy of their ordinance for degenerate property. He explained the ordinance contains a step by step procedure for how they handle homes that haven't been lived

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in. Councilmember Lloyd stated he had seen Mr. Singleton recently and spoke to him about his property. Mr. Singleton assured him he would take care of it but he also began telling him about arguing with Wytheville. Councilmember Lloyd also stated Mr. Singleton complained about the home next to his. Clerk/Treasurer Guynn noted Brian Reed is also working on this.

ADOPTION OF 2015/2016 FISCAL BUDGET – Mayor Litz stated the most important reason for the meeting tonight is to adopt the 2015/2016 Fiscal Budget. He noted usually the Chair of Finance Committee makes the motion but someone else would need to do it tonight. Councilmember Viars made a motion to adopt the 2015/2016 Fiscal Budget as presented. Councilmember Jonas seconded the motion. Clerk/Treasurer Guynn stated she wanted to make a comment about the water/sewer increases that were discussed at the last meeting. She explained the minimum water/sewer bill for in-town residents, for usage of 0-2,000 gallons, will increase from \$34.05 to \$35.80 resulting in a \$1.75 increase for minimum users. The out of town residents for the same consumption will have a \$2.35 increase. There being no further comments, the motion passed by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against; one (1) absent: Yontz.

NEW BUSINESS

None

COMMITTEE REPORTS

HERITAGE DAYS – Mayor Litz reported Councilmember Hash is working on the parade lineup.

FINANCE & APPROPRIATIONS – No report.

PERSONNEL, ORDINANCES & LEGAL MATTERS – Chair Hash reported the committee will begin interviewing on Monday for the town manager position. She explained they will be narrowing down the candidates then the Council will have the opportunity to interview them. Mayor Litz asked how many applications were received. Councilmember Hash replied 30 were received.

PUBLIC UTILITIES – No report. Mayor Litz stated he had spoken to Brian Reed about working with Smyth County on the potential water project.

TOWN MANAGER'S REPORT

The following information items were submitted by Brian Reed:

1. Corrected and re-submitted the DEQ e-DMR Permittee Registration
2. Corrected and re-submitted reimbursement requests to VDOT for MAP-21 Phases 8 & 9
3. Reviewed plans for a new business sign

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4. Corresponded with DEQ concerning the loan for the Reed Creek Interceptor Project. Scheduled a conference call for the Mayor and General Services Director on June 24 at 10 a.m.
5. Provided Tony Wright the 2015 water / wastewater construction fund application to request funds for grinder pumps and other small projects.
6. Compiled information for the Mayor to talk to the press concerning the Downtown Revitalization Project.
7. Vacation time scheduled for June 20 – 28 and will return to work on June 29.

GENERAL SERVICES DIRECTOR'S REPORT

WASTEWATER GRANT – The grant application has been received and Brian Reed will be given the information on Monday. The deadline is July 1. Funding is being requested for a mechanical bar screen for the wastewater lift station, a variable frequency drive for the water plant and a sludge return pump at the wastewater plant. All items total \$90,000. Mayor Litz stated it would be great to get the money to make the much needed repairs.

Director Wright requested permission to apply for the 2015 funding which has \$300,000 left in grant funds. He added he would like to get the application and fill it out. The consensus of the Council was to proceed. Mayor Litz stated it will be used for the good of the people.

PART-TIME MAINTENANCE POSITION – Director Wright explained he would like to develop a manhole rehabilitation project and by doing so one of the current maintenance employees would be needed to oversee the project instead of hiring an engineering firm. He then requested permission to hire a part-time worker for the maintenance crew. Mayor Litz asked how much money would be needed to hire someone. Director Wright explained in the past a school kid had been hired with a driver's license so that they can use a town truck. He added with part-time help at the office which is critical will affect how much a person can be worked but a person will be needed from July – September. Clerk/Treasurer Guynn explained the budget included enough money to cover the two part-time people that are working. Councilmember Lloyd made a motion to hire a part-time worker for the maintenance crew. Councilmember Jonas seconded the motion. Mayor Litz added this will allow the crew to work on manholes. Councilmember Jonas stated it makes sense especially during the summer months when the full time workers are busier. There being no further discussion, the motion passed by a vote of five (5) for: Hall, Hash, Jonas, Lloyd, Viars; zero (0) against; one (1) absent: Yontz.

Director Wright asked if applications should be taken for the position. He suggested he and Clerk/Treasurer Guynn could work on this. Mayor Litz replied that would be fine. Clerk/Treasurer Guynn stated applications will be necessary.

ULTRA VIOLET SYSTEM – Hayward, Inc. is now the new supplier for the Trojan system. They were onsite today to look at the system and will make recommendations to correct the problems from the initial setup and make programming changes. Mayor Litz stated the town pays engineering firms a fortune and they sign off on the projects. Director Wright explained

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The Lane Group engineered the project and now when a rain event occurs there are problems with the flow. The outgoing flow is now restricted and needs to be corrected because there are now two 90° channels. Director Wright stated he has contacted Bobby Lane and has scheduled a meeting for tomorrow with him and the engineer that designed the UV Project. Councilmember Lloyd commented this isn't the first time this has happened. Mayor Litz stated we need to make sure we don't receive a notice of violation which would be costly. Director Wright explained when the flow starts to raise everything is being turned off to allow for settling then the system is turned back on. He noted the incoming water is due to infiltration problems. Mayor Litz stated he felt the Council should be proactive and questions need to be asked. He added he wants to know why we paid for this and it isn't working properly. He explained Anderson & Associates, Inc. got caught padding the books for inspectors and the town knows it happened. The town is not going to be giving engineering firms money just because they send a bill, Mayor Litz added. He noted the town changed attorney's because of the same situation. He stated we are tightwads. Director Wright stated the town is no longer using The Lane Group. Mayor Litz stated he hated this because Bobby Lane is a good engineer.

STREET SWEEPING – Councilmember Viars asked Director Wright if the street sweeping with VDOT had been scheduled because he wanted to make sure it was done before the parade. Director Wright replied yes it has been scheduled and VDOT will be in town in two weeks.

TREASURER'S REPORT

The invoices for June 23, 2015 were read and approved.

Councilmember Lloyd thanked the Town Council on behalf of the Rural Retreat – Wythe County Fair Association for the donation to assist with the Fiddler's Convention. He provided a breakdown of the ads that were purchased with the contribution.

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.

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