

**MINUTES
REGULAR COUNCIL MEETING
THURSDAY, JANUARY 23, 2014
TOWN HALL – 6:00 P.M.**

Council Members:

Kyle Fletcher-Mayor
Kenneth Holbrook
Greg Bailey
Tim Boardwine
Harry Kelly
Jason Kilgore
Monty Salyer

Julie Hensley – Town Attorney
Debora Baca - Treasurer/Clerk
Bo Phillips – Chief of Police
Earl Carter – Public Works Director
Kathy Stewart – Lyric Committee
Terri Ann Funk – CR Adventures

The meeting was called to order by Mayor Fletcher at 6 p.m.

Ms. Baca pointed out that under Approval of Minutes, the date should have been December 16th instead of November 18th. She has made that correction on the original copy of the agenda. In order to allow Frank and Connie Molinary to leave due to the cold weather, Councilman Salyer asked that the Molinary request be moved from Item #2 under Old Business and address this item right before Public Requests. Councilman Kelly asked to add two items under New Business; “Letter to Dominion” and “February Meeting Date”. Mayor Fletcher requested that two more items be added to New Business; “Lane Group Task Order” and “Police Department Vehicles”. A motion was made by Councilman Holbrook to accept the agenda with the additions requested. The motion was seconded by Councilman Kelly and unanimously approved.

A motion was offered by Councilman Salyer to approve the conveyance of the portion of the Lion’s Den property as requested by Frank and Connie Molinary. The motion was seconded by Councilman Kilgore and unanimously approved.

Under public comments, Terri Ann Funk talked to the town council about a marketing leverage grant offered by the Virginia Tourism Association. The grant requires at least three businesses or non-profits to apply for this funding. Ms. Funk already has three groups: Clinch River Adventures, Heart of Appalachia, and SP Tomorrow Clinch River Days. The VTC marketing grant is designed to stimulate new tourism marketing programs through the creation of tourism partnership and to extend the “Virginia is for Lovers” campaign. The objective is to leverage limited marketing dollars resulting in increased visitor spending. The grant money can be used for signage in town and along the river, billboards, brochures, etc. It is a dollar for dollar match up to \$10,000 and a 1:2 match for any amount over \$10,000, up to \$50,000. After explaining how the program works and the importance of marketing the town, Ms. Funk asked Council to consider either sponsoring or partnering with the three entities for this grant. She said she is also working with UVA Wise and others on a grant for a virtual classroom that will float down the river using interactive Ipads. If the town chooses to be a sponsor, they would simply make a donation for the group to use as leverage money in their marketing strategy. If the town chooses to be a partner, then they would participate in various marketing choices where each partner would put up equal amounts and the VTC would match the total. The minimum you have to spend to be a partner is \$250. She asked the council to think about whether or not the town

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needs marketing and to consider the opportunity to promote the town with a dollar to dollar match from Virginia Tourism. If the town would like to take advantage of this grant opportunity, the Council will need to consider whether they want to give the three entities a set amount and ask them to market events in the town, or the town can choose to be a partner in the grant. Ms. Funk said they would need to know by the end of February. Following discussion about budget line items for advertising and recreation promotion, Councilman Salyer asked that this matter be placed on the agenda of the next meeting. Ms. Baca said she will add this to the February agenda.

Kathy Stewart, representing the Lyric Theater Committee, asked the Town Council to approve placing a sign next to the building announcing that renovation is in progress and on that sign they would like to give credit to all that have contributed money to the project. They estimate the cost to be about \$200 and the size to be 4 by 8 foot. Ms. Stewart invited everyone to the meeting with Sarah Levinson, an architect hired by Main Street to do a feasibility study for the Lyric. She will be coming to meet with the committee members and all other parties interested in the Lyric renovation. The meeting will be held at the Town Hall at 5:30 p.m. on January 30th. Ms. Baca said Rob Jones told her today that he will be contacting Ms. Stewart and Ms. Levinson to share his information on the Lyric building. Councilman Salyer asked that this item be placed on the next agenda. Ms. Stewart said Greg and Jennifer Bailey have started a great facebook page for the Lyric. Councilman Bailey said they have over 500 followers already. She also reported on the façade work and the roof renovation currently under way.

Mayor Fletcher made the following announcements:

- Russell County has paid all of the past due water bills and have requested that the Town Council forgive the penalties of about \$4,000. Councilman Salyer suggested if the Council votes to forgive this penalty, a letter be sent to Castlewood Water & Sewer saying something about our willingness to work together as one community. Mayor Fletcher also said he would emphasize that the penalty will be forgiven for this one time only. At the suggestion of the Town Attorney, this matter will also be added to the February agenda.
- Conservation Fisheries and Braven Beaty have agreed to compile their data and prepare a final report on the biological studies of the Clinch River. They estimate the cost to be between \$2300 and \$2800. Ms. Baca said the Council previously approved asking Conservation Fisheries and Daguna Consulting to prepare a final report with the data collected thus far, but Mayor Fletcher wanted Council to be aware of the cost estimate.
- The sign at the underpass has been sanded and painted. It will be placed where the Main Street sign was taken down on Rt. 58 and the Main Street sign was moved to the underpass.

Councilman Salyer moved to approve the minutes of the December meeting. The motion was seconded by Councilman Boardwine and carried unanimously.

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A motion was made by Councilman Holbrook, seconded by Councilman Salyer, to approve the consent agenda. The motion passed unanimously.

Councilman Kelly pointed out that Chief Phillips wanted to address the Council on part of his report. Chief Phillips gave a report on activity of the Police Department during the past calendar year. The department answered over 2600 calls, had 138 total charges, 133 arrests, and 521 traffic citations. Chief Phillips also reported on the importance of the service provided by the Police Department. They responded to more than 150 calls of keys locked in vehicles and 93 motor vehicle accidents. The department received \$23,000 in fines, 3 grants totaling approximately \$18,000, sponsored 70 kids in the White Christmas Program, and had over 200 kids participate in the Kids Fishing Tournament. Mayor Fletcher applauded the Police Department and Councilman Salyer recommended that Chief Phillips prepare a report to the Clinch Valley Times to share with our citizens.

Old Business:

Mayor Fletcher said he and Earl needs to make contact with MNCC and make sure they have a punch list of the warranted items that need to be repaired, and discuss a time to get back over here. After a brief discussion about the warranty items and continued leak at the swimming pool, Mayor Fletcher said he will send a letter with a copy of the list. A motion was made by Councilman Salyer, seconded by Councilman Holbrook, to table this matter until February and include a copy of the letter to MNCC in next month's packet. The motion carried unanimously.

New Business:

Ms. Baca asked if February 10th was okay for a Budget & Finance Committee meeting with the auditor for review of last year's audit. All agreed to set the 10th as a tentative date. The Council needs to set a workshop date to hear the presentation from Summitt on the policy and the newly created job descriptions and wage scale. Ms. Baca also suggested that this meeting be recessed and continued next week to address Item#3 because Mattern & Craig is still in negotiations with Frizzell regarding the Regional Wastewater Treatment Plant bid. Per the Treasurer's recommendation, Councilman Salyer moved to set the policy workshop at 5:00 p.m. on February 3rd and continue this meeting until 6:30 p.m. on February 3rd. The motion was seconded by Councilman Boardwine and carried unanimously.

Next, a motion was made by Councilman Holbrook to approve the Task Order with Mattern & Craig for the Water Plant Comprehensive Evaluation. The motion was seconded by Councilman Bailey and passed unanimously.

Councilman Kilgore discussed purchasing a four wheel drive off road vehicle for maintenance of the Oxbow Lake trails and to use in case of an emergency on the Spearhead Trails. He provided a picture of this type of vehicle with a cost of \$13,500. He asked Councilman Salyer to check

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and see if our TVA funds could be used for this since its primary purpose would be to take care of Oxbow Lake. Councilman Salyer said he could check into this request and get back with Councilman Kilgore. Councilman Kilgore moved to table this matter until next month. The motion was seconded by Councilman Holbrook and passed unanimously.

Complaints have been made to Councilman Kilgore about parking spaces in front of businesses being used by people who live in downtown apartments. He pointed out that in the future, as more people and businesses come to town, parking is going to become more of an issue. Councilman Kilgore suggested that everyone be thinking about a plan for additional parking in the downtown area. Mayor Fletcher commented that he has spoken with Mr. Hileman and others who have complained about the same issue. Following a lengthy discussion about this issue and possible remedies, a motion was made by Councilman Holbrook to refer this matter to the Street Committee to make a recommendation. The motion was seconded by Councilman Boardwine and carried unanimously. Mayor Fletcher said the town crew will paint striping in the parking spots where needed.

Councilman Kilgore said the Council previously passed a motion to rename the Estonoa road "Dean Vencil Drive". The signs have been delivered and he would like to contact Terry Vencil to set a date in the spring to hold a dedication ceremony. In the meantime, the town needs to fix that road where water has eroded it. Mr. Carter said a work order is needed and he will see that the road is repaired. A motion was made by Councilman Boardwine to repair the road and contact Ms. Vencil. The motion was seconded by Councilman Kilgore, who also asked that someone from the office contact Ms. Vencil to come up with a date in March or April, once the road is repaired. The motion passed unanimously.

If the town decides to purchase the off road vehicle discussed earlier, Councilman Kilgore said it could double as an emergency vehicle for the trails. Chief Phillips has applied for a grant that would provide funding for such an emergency vehicle, but noted that it is a very competitive grant. There was discussion about other options available and what equipment our area rescue units have that would be capable of transporting someone out in case of an injury. Chief Phillips said our Fire Department and Police Department would be some of the first responders in that area. Councilman Kilgore expressed his concern that today we would have no way to get back onto some of the trails. A motion was made by Councilman Kilgore to table this item until Chief Phillips hears about his grant application. The motion was seconded by Councilman Boardwine and unanimously passed.

After reviewing a donation request letter from Family Crisis Support, a motion was made by Councilman Kilgore and seconded by Councilman Holbrook to donate \$309.84. Councilman Salyer noted that he and Councilman Boardwine serve on this board. Mayor Fletcher called for a roll call vote: Kelly-Aye; Kilgore-Aye; Boardwine-Abstain; Holbrook-Aye; Bailey-Aye; Salyer-Abstain. The motion passed 4-0.

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Mayor Fletcher reported on the meetings attended at the State Legislative Session. He, Councilman Bailey, Councilman Salyer, Councilman Kelly, and Bob Harrison represented the town and the IDA at these meetings. The group met with Rural Development to discuss the Regional Wastewater Treatment Plant Project. They were advised additional loan money is available, but not grant money. With RD, all loan money must be spent first. They also discussed the downtown sewer line upgrade and the West Hills sewer project. RD said they would consider applications for construction of a new fire hall. Most grant funds are 70% loan and 30% grant. Next, the group met with Virginia Department of Health. VDH was pleased that we have completed the Water Tank Project quickly and they also have 70/30 money available for water projects. There was discussion about cyber security involving infrastructure, and suggested we contact Mr. Pellei regarding training on cyber security. The next meeting was with VDOT. The condition of Wise Street was discussed with Mike Russell and the group requested that VDOT pave Rt. 63 from the top of Wise Street to the Rt. 58 red light. They will be considering this request, but advised they will be paving 7/10 mile in South St. Paul. VDOT will also match any money spent on street paving. They had a meeting with the Tobacco Commission to discuss a request for gap funding on the wastewater treatment plant. Tim Phol was encouraging, and advised the town to apply for special project funds which will be reviewed at their May meeting. They also spoke with Representative Terry Kilgore regarding this matter. In the meeting with DHCD, they were very complimentary of our downtown revitalization project, and there was discussion about grant funding for the Lyric.

Councilman Bailey pointed out that everyone in Richmond was talking about ATV's and the Tobacco Commission annual report has ATV mentioned at the top of it. There was discussion with other county leaders who felt like their meetings didn't reveal much hope, which was totally opposite from the way our group was received. Bill Shelton of DHCD was very positive about the projects in St. Paul.

Councilman Salyer encouraged all council members to try to attend the Legislative Session meetings next year, noting that these are the most beneficial meetings he has attended. Councilman Kelly and Councilman Salyer both said they felt very positive about funding from the Tobacco Commission for the Wastewater Treatment Plant Project. Councilman Kelly informed the Council that HB995, a bill eliminating historic tax credits, did not make it out of committee, and has been tabled until 2015. Mayor Fletcher said he believes funding agencies like DHCD are now looking at Southwest Virginia in a more positive light, especially for small industry and tourism.

Ronnie Mike Jessee submitted his resignation to the Town Council. A motion was made by Councilman Holbrook to accept Mr. Jessee's resignation. The motion was seconded by Councilman Bailey and a roll call vote was taken: Kelly-Aye; Kilgore-Aye; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion passed 6-0.

Next, Councilman Kelly pointed out the coal dust and debris covering the road between Dominion Power Plant and through the Town of St. Paul. Councilman Salyer mentioned the

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need for a street sweeper or vacuum and he agreed with Councilman Kelly that a letter needs to be written to Dominion stating our concerns. Town Attorney Julie Hensley noted that Dominion should be made aware of the town's concerns in writing because of the liability impact related to these road conditions. Councilman Kelly said there is a Virginia Code Section that prevents one from tracking debris onto the roadway. A motion was made by Councilman Kelly to write a letter to Dominion Power requesting that they address these concerns about the road conditions. A second was offered by Councilman Salyer, noting the pristine picture of the VCHEC when Dominion was proposing the new power plant. Following further discussion about the truck traffic from the power plant, and the environmental and safety concerns caused by the coal dust and debris, Councilman Salyer called for the question. The motion passed unanimously. Mayor Fletcher said he will write the letter to Geoffrey Hensley, Environmental Director for VCHEC.

Due to the third Monday in February being a holiday, a motion was offered by Councilman Kelly, seconded by Councilman Kilgore, to change the February meeting to be held Tuesday, February 18th at 6:00 p.m. The motion carried unanimously.

Ms. Baca presented the Lane Group task order the Lyric building roof renovation. A motion was made by Councilman Holbrook to authorize Mayor Fletcher to sign the Lane Task Order for Contract Administration of the Lyric Roof Renovation. The motion was seconded by Councilman Boardwine and a roll call vote was taken: Kelly-Aye; Kilgore-Aye; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. Councilman Salyer asked if the \$47,000 on the previous Mattern & Craig task order on the water plant was the grant amount or the amount to be paid to the engineers. Ms. Baca advised that the Mattern & Craig fee is the amount we received for a grant to do a comprehensive study of a regional water plant. Mattern & Craig will be providing all of the services for this study.

Chief Phillips reported on the age and mileage of the police department vehicles. He also presented several quotes he has received for leasing up to three new vehicles. Following discussion on the types of vehicles recommended, and the costs of these vehicles, Mayor Fletcher pointed out that paying a lease of about \$19,000 per year for four years to get three police vehicles and being able to purchase them for \$1 at the end of the lease period, is not a bad philosophy. A motion was made by Councilman Salyer to refer this request to the Budget Committee, asking them to look, along with the Chief of Police, at the possibility of purchasing and/or leasing some vehicles. Councilman Kelly stated his support of leasing vehicles. The motion was seconded by Councilman Holbrook and passed unanimously.

Councilman Bailey moved to recess the meeting until February 3, 2014 at 6:30 p.m. The motion was seconded by Councilman Boardwine and passed unanimously

Mayor

Clerk