

**MINUTES
REGULAR COUNCIL MEETING
MONDAY, JUNE 16, 2014
TOWN HALL – 6:00 P.M.**

Council Members:

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

Julie Hensley – Town Attorney
Debora Baca - Treasurer/Clerk
Bo Phillips – Chief of Police
Earl Carter – Public Works Director
Bob Harrison - IDA

Allen Gregory – CVTimes

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

A motion was made by Councilman Holbrook to approve the agenda as presented. The motion was seconded by Councilman Kelly and unanimously approved.

Councilman Kelly asked if a proposed easement agreement could be discussed in closed session for legal matters. Ms. Hensley confirmed that would be appropriate.

There were no public requests or presentations.

Mayor Fletcher made the following announcements:

- 1) The underpass lights and Veteran's Memorial lights are now working and suggested everyone drive by to see them.
- 2) VDOT has indicated that paving of Route 63 will be done in late summer or in the fall. They would not give a firm date. Broad Street will be done next year.
- 3) As requested at the last council meeting, a letter has been sent to VDOT asking them to consider placement of a caution light at the intersection of Riverside Drive and Fourth Avenue. VDOT will complete a study concerning the safety at this intersection.
- 4) Three additional cameras for the park have been received; two for the pavilion area and one to record tags.
- 5) Several reports have been received about bad language at the Skate Park and about kids coming in late at night and skating in the dark. Mayor Fletcher has asked the Police Department to keep a close watch on the Skate Park. He suggested that Council consider closing the park by 11 or 11:30 p.m. There was a brief discussion about this matter and Councilman Boardwine said he thinks there is a sign at the park that it closes at 11 p.m. Councilman Salyer asked that we ask our police officers to go through the park at 11 p.m. and tell anyone still there it is time to leave.

Councilman Salyer asked the Town Attorney what needs to be done if there is someone now interested in purchasing the Lion's Den. The town has gone through the bidding process twice with no response. Now it appears there is an interest in making an offer and the question is

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whether or not it must be advertised again before the town can accept an offer. Ms. Hensley said she will research the question. Councilman Salyer also commented on a need to enforce our ordinances regarding junk cars.

Bob Harrison thanked the town crew for their hard work during the Clinch River Days Festival. He commented on the number of kids that used the new playground equipment and the skate park. He thanked the town for their support.

Mayor Fletcher shared with everyone an award received by the Town of St. Paul from the Virginia Downtown Development Association Award of Excellence for Organizational Development. He passed the plaque around for everyone to see.

A motion was made by Councilman Salyer, seconded by Councilman Boardwine, to approve the minutes as presented. The motion carried unanimously.

Councilman Holbrook moved to approve the Consent Agenda. The motion was seconded by Councilman Boardwine and passed unanimously. A copy of the water survey was handed out to each council member. Councilman Bailey asked about the status of dredging Oxbow Lake. Mayor Fletcher and Earl Carter said it would be in the fall.

Old Business:

Mayor Fletcher said he will talk with Robert Mullins again about what can be done with the Phipps property. Councilman Holbrook moved to table this item until Mayor Fletcher can speak with Robert Mullins. The motion was seconded by Councilman Bailey and passed unanimously.

Councilman Kelly has met with Cody McElroy and he is working on the design for a parking lot on the IDA property. Councilman Kelly will try to contact Tom Fraley to discuss a possible easement of two or three feet so parking could be allowed on both sides. He also said about eight or ten people parked in the grassy area by the water plant while visiting the Railroad Museum. The town could also use this area for parking. Councilman Holbrook offered a motion to leave this matter on the table awaiting further information. The motion was seconded by Councilman Kelly and passed unanimously.

Councilman Salyer asked Terri Ann Funk to address a request made by a group applying for an advertising grant from the Virginia Tourism Association. Ms. Funk said the partners in this grant application are Clinch River Adventures, St. Paul Suites & Cottages, Clinch River Festival, and St. Paul Main Street. She confirmed the request presented by Lou Wallace for the recreational map is not in conflict with what her group is doing with Virginia Tourism. They are actually joining together to promote the Town of St. Paul with matching Virginia Tourism money. Ms. Funk said this group is creating a marketing plan and a rack card is being designed. She further discussed why the town should consider contributing to both the map production and the rack card. The map will be used throughout the state of Virginia and serve as a detailed

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guide for the St. Paul area. The VTC grant will be used to create and place rack cards in North Carolina, Kentucky, and West Virginia. The rack card will promote businesses and events, and it is a different market target than the map. She also requested a letter of support for the Virginia Tourism Grant. A motion was made by Councilman Salyer to appropriate \$1,000 toward this project and authorize Mayor Fletcher to write the necessary letter. The motion was seconded by Councilman Holbrook and passed by a vote of 4-0 with Councilman Bailey abstaining. Ms. Funk said she is also applying for a "Go Green" grant to help purchase trash cans for the caboose area at the park. During Clinch River Days, Clinch River Adventures had customers from eight different states. She also announced that Clinch River Adventures has been selected as the "Small Business of the Year" for Wise County.

Ms. Baca said the IDA has approved the proposed agreement with the Town regarding the management of the Willis Building Renovation Project. A motion was made by Councilman Salyer to approve the agreement. Mayor Fletcher said the money passes through the Town and the IDA will manage it. A second was offered by Councilman Holbrook and unanimously approved.

Councilman Boardwine thanked Mayor Fletcher, Earl Carter, and Lou Wallace for working with him to get a sign for West Hills Estate. The total price for the 4' x 3' West Hills sign is \$325 plus freight. A motion was made by Councilman Boardwine to approve the sign purchase. The motion was seconded by Councilman Salyer and passed by unanimous vote. Councilman Salyer mentioned the importance of signage and that we have two subdivisions with signs at the entrance. Councilman Kelly said the Gray Hill sign was paid for by residents and suggested that West Hills residents look at maintaining their sign through a homeowners association. Mayor Fletcher called for the vote and the motion was unanimously approved.

Chief Phillips said Morgan McClure couldn't get 2014 models of the police vehicles, but they can order 2015 models that actually cost \$500 less. Ms. Baca pointed out that Council voted to purchase one car from the current 2013-14 budget. She also said the cost for two additional vehicles was allocated in the 2014-15 budget. Chief Phillips asked for approval to go ahead and order the two vehicles now because it will take 10-12 weeks to get them delivered. A motion was made by Councilman Kelly to approve the purchase of the two additional police cars at this time. The motion was seconded by Councilman Salyer and carried unanimously.

New Business:

A motion was made by Councilman Holbrook to adopt the 2014-15 proposed budget. The motion was seconded by Councilman Boardwine and a roll call vote was taken: Kelly-Aye; Kilgore-Absent; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion carried 5-0.

A motion was made by Councilman Holbrook and seconded by Councilman Salyer to approve the tax exonerations as presented by the Treasurer. The motion passed unanimously.

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Councilman Boardwine made a motion to include part-time employee Janice Hale to receive a wage enhancement bonus in the amount of \$250. He further moved that the wage enhancement be paid with the first payday in July. The motion was seconded by Councilman Holbrook and a roll call vote was taken: Kelly-Aye; Kilgore-Absent; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion passed 5-0.

Councilman Salyer said it has been brought to his attention by someone who reserved the park pavilion that it was not clean enough for them. Although it is free and we have an employee who is supposed to be keeping that area clean, Councilman Salyer suggested that anyone retaining the pavilion be asked to come in and sign something saying that they understand it is the responsibility of the person reserving the pavilion to clean it before and after they use it. It was pointed out that we cannot call someone out on a Saturday or Sunday morning to pick up a few pieces of trash or a few leaves that have blown into the pavilion over the weekend. Ms. Baca said she always advises people to place their own reserved sign a few hours before their event. Councilman Salyer made a motion that we require a form be signed by anyone retaining the pavilion that reflects the free rental of the pavilion and that it is their responsibility to make sure it is clean before they use it and before they leave. The motion was seconded by Councilman Holbrook. Councilman Salyer also suggested that Council members should be thinking about charging a small fee for use of the pavilion. The motion was unanimously approved.

Councilman Salyer discussed the continued dumping on Johnnie Ramey Drive. When he went back by this afternoon, the items he had seen last week were gone. He expressed disapproval of using that area for any type of dumping. Mayor Fletcher said he has asked that two "No Dumping" signs be placed there.

Ms. Baca said Councilman Kilgore asked to be place "Stormwater Drainage" on the agenda even though he was uncertain about whether or not he would be able to attend the meeting. His concern was the flooding caused again because of the water drainage problem near Frank Kilgore's building and going under the railroad tracks. Mayor Fletcher said Norfolk & Southern took out a collapsed drain and cleaned up their area. He also said there was a recent problem at that building with a roof leak, but if we are having problems again with that area draining, the town will take a look at the stormwater drainage system in that area. Earl Carter said Morgan McClure has asked that the hole on the other side of the tracks be cleaned and he understands that the railroad has told the town not to touch anything. Mayor Fletcher said that is exactly what he was told by CSX. Following further discussion, Councilman Salyer made a motion that Mayor Fletcher contact Norfolk & Southern and CSX asking them to deal with the drainage issue. The motion was seconded by Councilman Boardwine and passed unanimously.

Ms. Baca said the Motor Vehicle Code Ordinance needs to be re-enacted for this year and a public hearing is required. Council unanimously agreed to schedule the public hearing prior to the July council meeting.

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A motion was made by Councilman Salyer to donate \$500 to the Dante Rescue Squad after July 1st. The motion was seconded by Councilman Kelly and unanimously approved.

Following a brief discussion about the marketing goal of a VML advertisement, Councilman Salyer offered a motion to approve ½ page ad in the VML Magazine from the “Promotional Advertising” line item at a cost of \$396. The motion was seconded by Councilman Boardwine. There was a question about using the money left in the current budget to pay for the ad and what happens to any unspent funds. Ms. Baca explained that any money left in the budget from the current year will show as an increase in the “Fund Balance”. Mayor Fletcher called for a vote and the motion carried unanimously.

A motion was made by Councilman Holbrook authorizing the Treasurer to send an RFP to solicit a codification service and copy machine leasing service to interested companies. The motion was seconded by Councilman Boardwine and passed unanimously.

Councilman Holbrook moved to enter into Closed Session to discuss legal matters under VA Code Section 2.2-3711(A)(7) and Personnel under VA Code Section 2.2-3711(A)(1). The motion was seconded by Councilman Boardwine and a roll call vote was taken: Kelly-Aye; Kilgore-Absent; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion passed 5-0.

A motion was made by Councilman Holbrook to enter back into Open Session, certifying that the only matter discussed in Closed Session was Legal under VA Code Section 2.2-3711(A)(7) and Personnel under VA Code Section 2.2-3711(A)(1). The motion was seconded by Councilman Kelly and a roll call vote was taken: Kelly-Aye; Kilgore-Absent; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion passed 5-0.

Councilman Salyer made a motion to authorize Chief Phillips to proceed with hiring a police officer per his recommendation pending results from additional background checks.

Next, a motion was made by Councilman Holbrook authorizing the Town Attorney to explore and prepare a draft easement and contract with Hamilton Pharmacy for use of the green space along their parking lot in return for providing electricity for their sign. Councilman Salyer asked to further authorize the Town Attorney to look into the question regarding bids on the Lion’s Den. Councilman Holbrook agreed and the motion was seconded by Councilman Kelly. Mayor Fletcher called for the vote and the motion passed unanimously.

A motion was made by Councilman Salyer directing the Town Attorney to research the code regarding the June 6th letter from Russell County referencing the Town of St. Paul using Robert Mullins as their Building Code Official for all matters within the town limits. The motion was seconded by Councilman Boardwine and carried unanimously.

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The Organizational Meeting was scheduled to be held at 7 p.m. on Wednesday, July 2, 2014. Ms. Baca said she will contact Jack Kennedy and request someone be here to swear in the newly elected council members.

A motion was made by Councilman Salyer to adjourn the meeting. The motion was seconded by Councilman Boardwine and passed by unanimous vote.

Mayor

Clerk