

MINUTES
REGULAR COUNCIL MEETING
MONDAY, APRIL 17, 2017
TOWN HALL – 6:00 P.M.

Council Members:

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

Jerry Couch-CV Times

Others Present:

Debora Baca – Clerk/Treasurer
Julie Hensley – Town Attorney
Jonathan Johnson – Police Chief
Earl Carter – Public Works Director
Kathy Stewart – Main Street
Bob Harrison – IDA Chairman
Randy Beckner – Mattern & Craig
Josh Sawyers – Planning Commission
Bob Ramey – Planning Commission
Gary Woodruff – Boy Scouts
Matthew Robinette – Boy Scouts
Sherry Allen & CHS Students
David Glass
Reggie Childers
Judy Hamilton

The meeting was called to order by Mayor Fletcher at 6:10 p.m.

Councilman Salyer asked to add a request from St. Paul Elementary School to the agenda. Ms. Baca asked to add “Downtown Easements” under new business. Councilman Holbrook moved to approve the agenda as amended. The motion was seconded by Councilman Boardwine and unanimously approved by a roll call vote.

Under public requests and presentations, CHS student Madison Ray asked Council to consider a donation to help send FBLA students to Anaheim, California for the national level competition. The CHS chapter received four first place and six second place finishes at the state competition, which qualifies twenty-five students to compete on a national level. The cost is \$1,018 per student and they are fundraising to help lower the costs. Mayor Fletcher and council members congratulated the students on their accomplishments.

Gary Woodruff and Matthew Robinette spoke about their efforts to establish the Castlewood Boy Scout Troop 412, serving young boys in Castlewood, St. Paul, and Dante communities. Mr. Woodruff talked about the expenses in forming and operating a Boy Scout troop and the values they have established. He and Mr. Robinette have contributed personal funds for all expenses so far, but are asking for donations from the communities to help them get started. They also talked about several upcoming projects their troop will be doing. Councilman Bailey suggested that they contact Castlewood Lion’s Club for a donation. Mayor Fletcher said he can help them get a contact for Dominion.

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Main Street Manager Kathy Stewart talked about the Business Challenge. They have nine participants and six potential businesses. The winner will receive \$5,000 and a \$1,000 will be awarded to the second place participant. Classes begin on April 18th and there will be a panel of experts at each class. Pitch night will be on May 9th. She updated Council on the progress of the wayfinding signs which are being funded by Main Street and the Town. They have been working with Bill Wallace on the VDOT requirements. Ms. Stewart will be representing St. Paul Main Street to promote tourism businesses at the Outdoor Expo in Radford on April 22nd and will be going to the National Main Street Conference in Pittsburgh May 1st through May 3rd. St. Paul Main Street will be recognizing businesses in some way during the month of May for Business Appreciation Month. She also reported that Main Street will be partnering with the Heart of Appalachia in a marketing leverage grant through the Virginia Tourism Corporation. She asked that the Town budget \$2500 as they did this year. Ms. Stewart also reported that signage is being developed for the IDA parking lot.

David Glass thanked the Town for their assistance in planning for the upcoming car show to be held on June 10th across from Advance Auto. They will be giving away about \$3,000 worth of prizes, but the entry fees will be donated to St. Jude's Children's Hospital. Mr. Glass asked for assistance from the town police department on the day of the car show.

Judy Hamilton spoke about a fundraiser she is doing to assist her niece whose baby will be born with a major heart issue that will require the family to relocate to Nashville in order to be near Vanderbilt University Hospital for treatment and surgeries. She is trying to raise enough money to purchase a kayak to raffle. An account will be established at New People's Bank for Amber & Zack Mullins and she asked everyone to consider donating to the fund.

Reggie Childers reported that from the Clinch River headwaters all the way to Scott County has been declared a blue way, along with Laurel and Hidden Valley Lakes. He thanked the Council for their support in these efforts, noting that St. Paul is way ahead of most area towns in promoting tourism. Mr. Childers said Lynn Crumb with the Department of Conservation & Recreation gave a favorable report regarding designation of this section of the Clinch River as a scenic river. The group was going to ride on the river the following day before a final determination. This designation must go through the Virginia Legislature for approval. Mr. Childers group will be looking at access points along the route and St. Paul's area would be from Carterton to the Scott County line. He noted that St. Paul already has many of its access points in place. He handed out a map of the 70 miles of river being considered and pointed out that the three river towns would address the access points in their section. He invited council members to a meeting at the Government Center in Lebanon at 7 p.m. on June 13, 2017 to hear the new President of Appalachian Power who will also be offering a tour of the new plant. Mr. Childers again congratulated St. Paul on its efforts in helping to make the Clinch a scenic river.

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Mayor Fletcher made the following announcements:

- 1) Security cameras at the park, wastewater treatment plant and water plant are all up and operational.
- 2) The new generator is installed at the water plant. Warranty issues with the generators and a water heater at the wastewater plant are being addressed with the help of Mattern & Craig.
- 3) Several pallets have been moved from the Jonsrud and Kanwal property
- 4) Wi-fi will be installed at the swimming pool on May 1st.
- 5) There is ongoing discussion with ODP on how to provide 3-phase power to eliminate the pole on the corner of 4th and Russell St. A new ODP design man will be looking at how to get the poles down on 4th Avenue.
- 6) Clean-Up Day will begin at 9 a.m. this Saturday, April 22nd. For anyone wishing to participate, gloves and bags will be handed out and pizza will be provided afterward. Councilman Salyer mentioned the gravel and litter on Hwy. 58 and Mayor Fletcher said he has contacted Russell County about the trash that is in the cut and he will contact the Dominion contractor that helped to clean the bridges last time.

A motion was made by Councilman Salyer, seconded by Councilman Boardwine, to approve the March minutes as presented. The motion was approved by unanimous vote.

Under the Consent Agenda, Councilman Salyer asked Chief Johnson about the six month K-9 report. Chief Johnson confirmed that when the K-9 is used in other localities, they have called for assistance. Regarding the Water & Sewer Report, Councilman Salyer asked if any of the costs incurred from the sewer line problems will be passed on to Castlewood Water & Sewer. Mayor Fletcher said it is his intention to bill them for the overtime that resulted from clearing the sewer line blockage. There was discussion about the costs from Little B for equipment rental and Councilman Salyer asked that the total cost of these repairs be reported to Council when they become available. Randy Beckner discussed the warranty issues at the wastewater plant. Mr. Beckner and Mr. Carter are both of the opinion that the problem with the generator is a warranty issue. The water heater will be replaced again and the issue causing it to go out was discussed. Mr. Beckner talked about the easements needed for the downtown project. He asked Council to select someone to get the easements done. There are 71 or 72 easements, but some of them are town property. There is an issue regarding one easement on property near Buck Oil. It is unclear who owns the property and Mr. Beckner asked that the Town Attorney be authorized to do a deed search.

Councilman Holbrook moved to approve the Consent Agenda. The motion was seconded by Councilman Boardwine and unanimously approved by a roll call vote.

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Old Business:

The pool building lease was tabled from last month to allow both parties to review for changes. The only change St. Paul Tomorrow has requested is to make the lease for three years with an additional one year option instead of a one year lease with a one year option. A motion was made by Councilman Salyer, seconded by Councilman Kelly, to approve the St. Paul Tomorrow pool building lease with the change requested. The motion passed unanimously.

Councilman Kelly reported that he and Councilman Kilgore met with King Construction and will be meeting with Ken's Construction tomorrow. Since they do not yet have the quotes for the sidewalk repairs, Councilman Kelly moved to table this matter until next month. The motion was seconded by Councilman Salyer and unanimously approved.

New Business:

The Town Treasurer reported that the Water & Sewer Fund has a negative balance at this time. Ms. Baca advised that the Council can contribute or loan money from the General Fund to the Water & Sewer Fund until the cash flow problems are addressed. She pointed out the auditor's concern about supplementing the proprietary fund with general fund monies, and recommended that Council make this a loan to the Water & Sewer Fund in the amount of \$100,000.

Councilman Salyer offered a motion to loan the money per the Treasurer's request. The motion was seconded by Councilman Boardwine and a roll call vote was taken: Salyer-Aye; Bailey-Aye; Holbrook-Aye; Boardwine-Aye; Kilgore-Absent; Kelly-Aye. The motion passed 5-0.

Ms. Baca said she has been approached by Cody McElroy, Assistant Director of Wise County PSA, about the possibility of refinancing the Regional Wastewater Treatment Plant loan with DEQ at a lower interest rate, maybe even with a zero percent rate. Cody has taken the initiative to look into the availability of these funds in an effort to help all three entities involved in the debt repayment of the regional plant. Ms. Baca asked the Council to authorize Cody to make an application to DEQ, stating that this does not obligate the Town to accept the terms, but would allow an opportunity to save a lot of money in interest. A motion was made by Councilman Salyer, seconded by Councilman Boardwine, to authorize Mr. McElroy to apply for this loan from DEQ on behalf of the Town. Mayor Fletcher asked for a roll call vote: Kelly-Aye; Kilgore-Absent; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion carried 5-0.

In consideration of the public comments, Councilman Holbrook moved to table action on the Comprehensive Plan pending the recommendation of the Planning Commission at their scheduled meeting in June. The motion was seconded by Councilman Kelly and passed unanimously.

Ms. Baca said she has received calls from some council members regarding the amount of money remaining in the "Donations" line item. She noted that in addition to several donation

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requests on the agenda, there is also a request from Clinch River Days and Southwest Virginia Recreation Authority which can be paid out of the Recreation “Advertising/Promotion” line item. There was discussion about the funds remaining in both line items and taking action to transfer money from the “Travel” line item which has over \$11,000 left as of March 31st. She advised that Council can reallocate these funds from one line item to the other. Following discussion about the requests, it was decided to address all of the donation requests at this time and a motion was made by Councilman Salyer to donate \$632 to the Boy Scouts Troop #412, \$1,018 to Castlewood High School FBLA, and \$675 to St. Paul Elementary School to help send participants to a space center program in Hazard, KY. The motion was seconded by Councilman Boardwine and passed unanimously.

Councilman Salyer moved to transfer \$1,700 from the “Travel” line item to the “Donation” line item. The motion was seconded by Councilman Boardwine and carried unanimously.

A motion was made by Councilman Salyer, seconded by Councilman Kelly, to donate \$3,000 to the Clinch River Festival. The motion passed unanimously.

Ms. Baca explained that the new Spearhead Director is asking each locality to donate \$1 per person based on the Census population count (rounded down to the nearest 100) of that locality to support Spearhead Trails. This expense would come from the “Advertising/Promotional” line item. A motion was made by Councilman Salyer to contribute \$900 to Southwest Virginia Recreational Authority. The motion was seconded by Councilman Boardwine and was unanimously approved.

Councilman Salyer moved to remove the request from Russell County for their fishing tournament since the town supports the St. Paul Police Department Fishing Tournament. The motion was seconded by Councilman Holbrook and passed unanimously.

Ms. Baca discussed the need for several public hearings; one for a current budget adjustment if the adjustment to the overall budget is greater than 1%; one for consideration of an ordinance to allow investments into the VACo/VML Investment Pool; and one for the upcoming 2017-18 budget. There was discussion regarding the possible dates of the public hearings to be on May 15, 2017, May 23, 2017 or June 6, 2017. The budget adjustment could be scheduled for May 15th and the other two one May 23rd. Ms. Baca said she will email the proposed Investment Ordinance to everyone. Councilman Salyer moved to schedule the public hearings. The motion was seconded by Councilman Boardwine and carried unanimously.

Ms. Baca mentioned that Rosalie Gilchrist has done easement work for the town on the West Hills Project and she could get an estimate for the cost per easement on the downtown project. It may be under the procurement amount, but we can solicit other estimates if needed. Following a discussion regarding the need to get the easements done for the downtown project, Councilman Boardwine moved to authorize the Treasurer to solicit cost estimates and draft an agreement to

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get the easements completed. The motion was seconded by Councilman Holbrook and unanimously approved.

Per request of the town's engineers, Councilman Holbrook moved to authorize the Town Attorney to research the property in question near Buck Oil to identify the property owner. A second was offered by Councilman Boardwine and the motion carried unanimously.

As requested by Randy Beckner, Councilman Holbrook moved to authorize the Town Attorney to write a letter to the company regarding the generator warranty at the wastewater plant. The motion was seconded by Councilman Boardwine and passed unanimously. Mr. Beckner will send the details regarding the warranty matter to Ms. Hensley.

A motion was made by Councilman Holbrook to go into Closed Session to discuss Personnel under VA Code Section 2.2-3711(A)(1), and to consult with legal counsel regarding issues with an upcoming event under VA Code Section 2.2-3711(A)(7), and Contracts under VA Code Section 2.2-3711(A)(30). Councilman Holbrook further moved that Bob Harrison be asked to stay for the item to be discussed under Legal. 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 by a vote of 5-0 with one absent.

Councilman Holbrook moved that the Town Council return to open session. The motion was seconded by Councilman Boardwine and a roll call vote was taken: Salyer-Aye; Bailey-Aye; Holbrook-Aye; Boardwine-Aye; Kilgore-Absent; Kelly-Aye. The motion passed 5-0.

A motion was made by Councilman Holbrook to certify that the only matters discussed in closed session were Personnel under VA Code Section 2.2-3711(A)(1), Legal under VA Code Section 2.2-3711(A)(7), and Contracts under VA Code Section 2.2-3711(A)(30). 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 by a vote of 5-0 with one absent.

Councilman Holbrook moved to authorize Police Chief Johnson to promote Officer Dishman and Officer Woelkers to the position of Sargeant with a \$1.00 per hour increase for both officers. The motion was seconded by Councilman Kelly and a roll call vote was taken: Salyer-Aye; Bailey-Aye; Holbrook-Aye; Boardwine-Aye; Kilgore-Absent; Kelly-Aye. The motion passed by a vote of 5-0.

There being no further business to discuss, Mayor Fletcher adjourned the meeting.

Mayor

Clerk