

The Richlands Town Council held a regular monthly meeting in the Richlands Council Chambers on November 13, 2018 at 7:30pm with the following present:

Mayor:	Jannis White
Town Manager:	Tim Taylor
Town Clerk:	Connie Allen
Council Members:	Larry Johnson, Vickie England, Rod Cury, Mary Ann Strong
Council Members:	Rick Wood, Doug Ratliff – (Late Arrival)
Town Attorney :	Brad Ratliff

Mayor White opened the meeting.

Mayor White gave the invocation and led the Pledge of Allegiance.

Mayor White – Do we have any additions/deletions/corrections to the agenda?

Mayor White - Do we have anyone who would like to speak that is not on the agenda?

Mayor White – Do we have a motion to approve the agenda? Larry made the motion to approve the agenda as presented, Rod seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries- 4/0. (Doug Ratliff, Rick Wood- late arrival)

Mayor White – We have one (1) set of minutes for October 9. Are there any corrections, additions or deletions to the minutes?

Mayor White - Do I have a motion to approve the minutes?

Rod- I make a motion to approve the minutes as presented. Vickie seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 5/0. (Doug Ratliff- late arrival)

Mayor White - Consideration of Resolution for designation of the “W.W. Fields Park & Dr. J.A. Robinson Field” in the Lake Park Community. - (Read the resolution) We need to have a vote on the Resolution.

Mary Ann - I make the motion to approve the Resolution as presented. Rod seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 5/0. (Doug Ratliff- late arrival)

Mayor White - Would the Fields Family come forward so we can present the Resolution. (Mayor White presented the Resolution). We thank you for taking the time to come tonight and we want to give you an opportunity to speak.

Fields Family - We would like to thank the people, Town Council and the Mayor for doing this. I would also like to thank my wife for starting the process of getting to where we are today. On behalf of my wife I would like to present \$1000 check to the Town of Richlands to be used for the cost on the park.

Mayor White - Thank you so much and we would like to get a picture for the press. I would like to say your wife was very passionate about the Park; she came by my store several times to discuss. Thank you

Fields Family - I was here the first time that Diana came; it was a tragedy that she passed. This was in her heart. This means so much to our family. I am a great niece to Uncle Will.

Mayor White - "Scheduled Public Comments" – Sandra Brewster – Request for Conditional Use Permit-  
replace existing mobile home on 237 Oxford Street.

Tim – Does Council have any questions on the application? Before it comes to Council for approval the  
application must pass the normal use requirements, which it does.

Mayor White - What is Council pleasure on the application?

Larry - I make the motion that we grant Ms. Brewster the "Conditional Use Permit" based on meeting  
the criteria. Rick seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion  
say yes. All those that oppose say no. Motion carries - 5/0. (Doug Ratliff- late arrival)

Tim - Ms. Brewster please come into the office and we will finalize the permit process. It must be  
complete within six (6) months. Is that attainable for you?

Ms. Brewster - Yes, I can complete within a month.

Mayor White - "Council Member Reports" – Rod Cury

Rod – White Christmas with the Police Department for shopping with the children in our community will  
be December 8 and December 9 at Walmart at 7:00am. Anyone who wants to participate needs to be  
at the food entrance in the Walmart lobby. I have done this for several years it is an awarding  
experience. I have an invitation to the Fire and EMS Christmas Dinner which is on Dec. 9 at 3:00pm.  
Gordon, I want to thank you for having the dinner. The Section House dedication was on October 13.  
The dedication was very successful. We were very pleased with the great turn out especially on a cold  
and windy day. We had a broad range of people that were interested and a lot of public servants were  
there. I especially want to thank the Town of Richlands for making everything so nice for the dedication.  
Thank you for taking care of the roads and the grounds and getting it ready. It was very much  
appreciated. I also want to thank the committee who worked so hard on this project and is still an  
ongoing project. We are having open hours on the weekends. The hours are limited right now due to  
everything is volunteer. Mr. Taylor advised at our last meeting it is probably best not to have open hours  
during the week day until the grounds are completely cleared. We appreciate that. If you want to visit  
the Section House we are open from 2:00 pm to 4:00 pm on Saturday and Sunday. The first weekend we  
were open we had approximately 25 people visit. I was very surprised. It has been very rewarding. We  
are planning to take part in Story Corps which is sponsored by NPR. People can tell their story about  
living in Richlands. It does not have to be railroad related. They are kept on file at the Smithsonian in  
your own words and your own voice. The US Postal Service did have special stamp cancellation on that  
day. We bought 200 cards for the dedication they were all sold. The stamp is beautiful. I tried to contact  
Katrina at the Post Office this afternoon but was unable to get in touch with her. It is my understanding  
that the cancellation is still available for a few more days. If you are interested in that you can make the  
purchase directly from the Post Office. It is a beautiful stamp designed by Ellen Elmes, our local famous  
artist. It is a keepsake. The last count Katrina said they had sold close to 400 stamps. I would like to  
thank everyone for your support and attendance. The last thing I would like to mention, the Planning  
Commission will be meeting on December 4. I would like to propose that we contact our chairperson  
and establish a meeting inviting Larry and Rick Barton to come and update us on the walking trail. Mr.  
Taylor is that something we can take care of?

Tim - Yes

Rod - The meeting will be on December 4 at 7:30pm. I would like to wish everyone a Happy  
Thanksgiving.

Mayor White – "Council Member Reports" – Vickie England

Vickie – I would like to thank everyone for attending the dedication at the Park. It was a request made by a young lady two (2) years ago. She wanted a playground in Lake Park for her children. It worked out perfectly when Diane came and wanted something dedicated to W.W. Fields. We had a lot of happy mothers in Lake Park. We had a great time of fellowship afterwards at the Communication Café for dessert and coffee. I would also like to thank Chief Gilbert for the Veterans Day Dinner. It was a fantastic event. There were probably 200 or more people at the event. The ceremony and food was wonderful. I appreciate what you did very much.

Mayor White – “Council Member Reports” – Rick Wood

Rick - What day is Shop with the Cop on?

Jerry - December 8 and 9 at 7:00am at Walmart.

Rick - Do you need volunteers?

Jerry – We do welcome volunteers. The more volunteers we have the less time the child has to wait. We are currently taking donations. You can mail to the Police Department or bring by the Police Department.

Mayor White – “Council Member Reports” – Doug Ratliff

Doug - I don't have anything tonight.

Mayor White – “Council Member Reports” – Larry Johnson

Larry – I would like to thank everyone that helped with the Veterans Day Celebration. It was really nice and well deserved. We appreciate it. I had a citizen on Virginia Ave going on the Rec Park end called and was very excited about all the work that had been done on the trees and the lights. He was very happy and wanted to thank everyone that did the work. He said it was the best it has ever looked.

Mayor White – “Council Member Reports” – Mary Ann Strong

Mary Ann - Wanda Lowe that serves on the IDA has informed me at this time she needs to resign. I would like to make a motion for Larry Worrell to fill the term of Wanda Lowe. The term ends in 2020. Rod seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries - 6/0.

Mary Ann – I would like to make a motion that we give our Town employees additional holidays. The State of Virginia is observing Monday December 24 – Christmas Eve and December 31 – New Year's Eve. Rod seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries – 6/0.

Mary Ann - I would like to thank the Police Department for continually checking our businesses after hours. Personally in our family, my daughter- in- law left her business open. The police found the door was unlocked. It was the night before the grand opening; it could have been a disastrous event instead of a happy event. I like getting the card in my door. Thanks and gratitude to Chief Gilbert, Rusty & Teresa Hess and the committee for the Veterans Day Celebration. A special thank you to Rusty and Teresa, they did all the decoration and paid for the meal. It was special dedication for their son Justin Hess who loved helping his mom do events like this. In honor of W.W. Fields with the Lake Park Playground I would like to thank Vickie she spearheaded the project. Diana came and made the request. Vickie is the one who took the ball and ran with it. Thank you for the refreshments at Communication

Café after the dedication. These types of events bring home the spirit of Richlands. We really do live in a great place. There are complaints and negativity sometimes but when you see 200 people gather last week at the Police Department to honor our Veterans and a dedication to honor a man and his family that had a great part in the development of our Town, these things should happen more often. We should not forget men like W.W. Fields. The field was dedicated to Dr. J.A. Robinson. I was not able to locate any members of Dr. Robinson's family. If he had not donated the property to the Town we would not be able to have the playground. The Rec Park continues to have great events. This past weekend they hosted a basketball tournament with eight (8) teams. Mr. Phillips told me the teams from Bluefield and St. Paul had not visited our Rec Park they were very complimentary and inquired how they could host tournaments there. We will be bringing that idea up in our meeting on December 17. It is a great way to produce revenue for the park by allowing basketball programs to lease out for a tournament. I do want to wish everyone a very blessed Thanksgiving. We truly have so much to be thankful for in the Town of Richlands.

Mayor White - "Department Head Reports" – Does anyone want to add to their report?

Jerry - The Police Department received the VA Department and Game & Inland Fisheries grant. It is a grant we applied for approximately 1 ½ month ago. It is a \$3000 grant with no match. We should receive anytime. We call it Kids and the Creek. As soon as the river warms up and we can get in the river, we are going to do a motor safety class which I teach for the game commission. We will purchase some kayaks and safety equipment with some of the grant money. We are going to try and involve my department as well as some of the local kayak groups and invite some teenagers to try to get them involved in the outdoors. That is the purpose of that grant.

Jerry – Shop with a Cop Christmas Program - On December 1 we will have a yard sale at the Farmers Market. Everything we make that day will go toward White Christmas. Items are been donated to sell on that day. The following weekend we will do the shopping. Currently we have 120 children and will be adding a few more. We let the schools pick the children; they know the needs.

Vickie - What is the dollar amount that you need for the children?

Jerry – In the past we give at least \$65 per child, would like to increase if possible. Last year we had 133 children.

Mayor White - Does anyone else have anything to add to their reports?

Rick – Tim, what have we done on the street lights on Purcell Road?

Tim - We met with APCO, they are working on a design for us. We have actually met with them three (3) times on the project. They are installing poles but did not give us a date. There is engineering work that has to be done.

Doug – Ms. Mulkey approached me asking if we could provide a light on her street. I wish we could look at that.

Tim - I will check on it.

Mayor White - On November 26 at 5:30 we will have our Christmas Parade. If any of you want to be in it please give me a call. Connie has organized several things I will give her an opportunity to speak.

Connie - On December 1 starting at 1:00pm we will have a Christmas Party for children at the Community Center inside of the Richlands Police Department. We are also having a Tree Lighting Ceremony at 5:00pm in the parking lot beside of the Richlands Post Office. Terry Hall and the Richlands High School will be doing Christmas caroling, Jim Ray will be reading the History of the Christmas tree. Mayor White will be speaking. We also plan to have a bonfire along with hot cocoa.

Tim - We will close the parking lot for the season if Council is OK with that. There will be parking on the back side of the parking lot.

Connie - I would like to thank the Richlands High School for making our signs for the event.

Mayor White - A couple of people have called about River Road. It is in rough shape. Can you do any scraping in that area?

Tim – George, how long has it been since it has been stoned?

George - It has been a couple of weeks.

Tim - Maybe it was done after her complaint.

Mayor White - "Attorney Comments" – Brad Ratliff

Brad - I don't have anything at this time.

Mayor White – "Manager's Report" – Tim Taylor

Tim – Please take a minute to look at the check register. There is nothing on the register that you have not seen before.

Mayor White - If not, do we have a motion to allow the Town Manager to pay the bills.

Mary Ann Strong - I make a motion to allow Mr. Taylor to pay the bills. Rod seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries – 6/0.

Tim - The September power bill was a better month than we normally have in September. Actuals came in 3.7% higher than forecast, lower than the budget. We sold more at a lower cost and more than we projected. The peak happened last January. The transmission cost is based on what happened in January for the entire year. We are considered a winter peaker. If APCO peaks in January transmission is really high. We leveled in the budget we should be able to address. It has happened in the past, we have the risk in the budget. Overall we are pretty stable.

Tim - The real estate taxes are normally mailed out by this time. We will try to get out the first part of November. We have had some delays due to software issues. It is my understanding they should be out this week.

Tim - The Waste Water Asset Management Report is complete. I will get to Council by the next Council meeting. The next step in the analysis is cost of service study. It is an ongoing project.

Tim - We have solicited and will be receiving bids for professional services for engineering services that we have on a retainer. We can have multiple engineering firms for that and we have had in the past but are for limited use for small projects. We can only use for a three (3) year period and we have to put out for bid again. The Federal requirements and some of the requirements of monies we might have project interest in we have to solicit to minority business groups and women businesses. It is a long procurement process. We will have bid openings this Thursday and if the engineering services look acceptable we could bring one (1) or two (2) engineers to be hired by the next Council meeting. This is only for small projects.

Tim - Other Town projects are identified in your reports and the day to day activities.

Larry - Was there anything new on the permit for the swinging bridge access point?

Tim – We are working on that but it is a long process. We have the process started on the bridge in Hill Creek. We should have by March. We will give me detail after we talk to the Planning Commission.

Mayor White - Does anyone else have questions for Mr. Taylor?

Mayor White - We need a motion to go into “Closed Session” for 2.2-3711(a7) Potential Litigation.

Rod - I make the motion to go into Closed Session for 2.2-3711(a7) Potential Litigation. Vickie seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries – 6/0.

Mayor White - We need a motion to come back into “Open Session”.

Rick – I make the motion to come back into “Open Session”, Larry seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries – 6/0.

Mayor White - Do all members agree the only business discussed in “Closed Session” was 2.2-3711(a7).  
Vickie-Yes, Rick-Yes, Doug-Yes, Rod-Yes, Larry-Yes, Mary Ann – Yes.

Mayor White - Does anyone have anything else to add before we adjourn?

Vickie - Richlands High School Football Team is in the semi-finals for the Regionals, will be playing at Ridgeview on Saturday at 2:00pm.

Mayor White - Do I hear a motion to adjourn?

Larry - I make a motion to adjourn, Rod seconded the motion.

Mayor White - We have a motion and a second, any further discussion? All those in favor of the motion say yes. All those that oppose say no. Motion carries – 6/0.

Adjourned

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Jannis White, Mayor

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Connie Allen, Town Clerk