

The Rural Retreat Town Council held a regular meeting on November 9, 2010, at 7:00 p.m. in the Rural Retreat Town Hall Council Chambers.

**PRESENT RURAL RETREAT TOWN COUNCIL MEMBERS**

Mayor Timothy Litz  
Vice-Mayor Keith Crigger  
Scott Mecimore

Dale Yontz  
Jerrell Hall

**ABSENT**

Ed Schaack  
Peggy Hash

**ADMINISTRATION PRESENT**

Raymond Matney, Town Manager  
Lori Guynn, Clerk/Treasurer  
Scott Mitchell, Police Chief

**OTHERS PRESENT**

Chuck Sullins, Wilma and Sarah Justus

**DETERMINATION OF A QUORUM**

Due to the lack of a quorum at the scheduled meeting time, Mayor Litz called the meeting to order at 7:35 p.m. and determined a quorum was present.

**INVOCATION**

The invocation was given by Raymond Matney.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Litz.

**APPROVAL OF MINUTES**

A motion was made by Councilmember Yontz, seconded by Vice-Mayor Crigger to approve the minutes of the October 26, 2010 regular meeting as written. The motion passed by a vote of three (3) for: Crigger, Hall, Yontz; zero (0) against; one (1) abstention: Mecimore due to his absence at the previous meeting.

## **COUNCIL MEETING MINUTES – NOVEMBER 9, 2010 – PAGE 2**

### **CITIZEN'S TIME**

Wilma Justus commented she was appreciative of the handout provided which included the meeting agenda and minutes of the previous meeting.

### **CORRESPONDENCE**

Town Manager Matney read a thank you card from the Mountain Empire Pilots Association for the contribution to their annual fly-in at Mountain Empire Airport.

### **POLICE REPORT**

Chief Mitchell explained the monthly activity report for October. He corrected the report by noting he worked 174 hours in October not 181.5 hours as shown. As previously reported the tractor trailer driver that damaged the railroad crossing is scheduled to appear in court in December. Chief Mitchell added he had been informed the Christmas parade will be held December 5 at 2:00 p.m.

Councilmember Yontz asked Chief Mitchell if he was working with the individuals that are planning a 5K run/walk event in memory of Thomas Musser on December 4. Chief Mitchell responded he had heard about it but no contact has been made with the town. Following additional discussion, Councilmember Yontz is to contact those planning the event and suggest to them they ask the council to sanction the event.

### **UNFINISHED BUSINESS**

**PROPOSED TOWN NEWSLETTER** – The deadline to submit suggestions for the proposed newsletter is November 15. Mayor Litz asked for the suggestions to be given to Councilmember's Yontz or Hash.

**COMMUNITY WARNING SYSTEM** – Mr. Matney reported the manufacturer has made suggestions to improve the system but due to the construction projects he has not put the time into this that it deserves.

**RECORDING OF MEETINGS AND INSTALLATION OF MONITOR** – No discussion was conducted on this item.

### **NEW BUSINESS**

There were no items offered for discussion.

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### **COMMITTEE REPORTS**

**FINANCE & APPROPRIATIONS** – Chairman Crigger addressed the purchase of a one-ton two wheel drive dump truck. The warranty would become void if a snowplow package is installed on the truck. After comparing the prices for two and four wheel drive trucks, a four wheel drive can be purchased for an additional \$5,000 - \$6,000 above the previously allocated \$30,000. Mr. Matney asked the council members if they would be interested in spending the additional money to purchase a four wheel drive truck that can be equipped with snow removal equipment. Following additional discussion, Councilmember Mecimore made a motion to allocate an additional \$5,000 to purchase a four wheel drive truck with a dump bed. The motion was seconded by Councilmember Hall and passed by a vote of four (4) for: Crigger, Hall, Mecimore, Yontz; zero (0) against; two (2) absent: Hash, Schaack.

### **TOWN MANAGER’S REPORT**

The Town Manager’s report is attached and hereby made a part of these minutes. The following items were discussed and/or acted upon:

**TEA-21 SIDEWALK/BIKEWAY PROJECT** – East Buck Avenue from Catron Street to North Main Street has been completed. Work has begun on Catron Street including resolving driveway issues on the corner of Catron Street and East Buck Avenue. The drainage issues on North Greever Street which included necessary utility relocations are being resolved.

The application deadline to apply for funding for Phase 7 of the Rural Retreat Community Sidewalk Improvements Project is December 1. A resolution must be adopted stating the town agrees to pay twenty (20%) percent of the project costs to be included with the application. Councilmember Mecimore asked where the Phase 7 construction will be. Mr. Matney responded it will build sidewalks on East Buck Avenue from North Greever Street to the Rural Retreat High School Agricultural Building and on Evergreen Avenue from North Greever Street to Rural Retreat High School. Vice-Mayor Crigger made a motion to accept the resolution for Phase 7 of the Rural Retreat Community Sidewalk Improvements Project. The motion was seconded by Councilmember Yontz and passed by a vote of four (4) for: Crigger, Hall, Mecimore, Yontz; zero (0) against; two (2) absent: Hash, Schaack.

**OUT-OF-TOWN WATER PROJECT UPDATES** – Portions of the water line on Myrtle Lane are being retested and disinfected. Rural Retreat Lake Road lines are also being tested and disinfected. Driveways that required repaving are being completed. Pressure testing is in progress on Cedar Springs Road. The construction on Gienow Road is complete. The borings under the railroad crossing are continuing on Milk Plant Road and Tea Olive Lane.

**IN-TOWN WATER PROJECT** – The construction began on West Lee Highway. A bore under West Lee Highway from the north side to the south side needs to be completed near the new medical center.

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TRUCK PURCHASE – This item was discussed during unfinished business.

EAST RAILROAD AVENUE DITCHLINE - The ditch between East Railroad Avenue and the railroad tracks was cleaned out by Norfolk Southern however it wasn't deep enough. Norfolk Southern came back to lower the ditch but hit solid rock when attempting to take out the negative drainage. Mr. Matney reported he had been told more work would be done when the railroad crews return to upgrade the Church Street, Milk Plant Road and Phillippi Road crossings. Mayor Litz asked if guardrail should be installed. Mr. Matney stated he had the same concern so he contacted VDOT. Their safety engineer looked at the area and concluded the road shoulder had been widened and guardrail was not needed.

WELLNESS / FITNESS CENTER – The Wellness / Fitness Committee will be meeting in early December. The engineers have completed the conceptual site plan. As previously reported a presentation will be given at the next Joint Governing Bodies meeting in January.

VETERANS DAY ACTIVITIES – The American Legion Post 229 held their annual Veterans' Day parade and ceremony on Sunday at 3:00 p.m. Mr. Matney stated it went well. He thanked Chief Mitchell for his assistance. Mr. Matney encouraged the council members to attend the community activities and show their support.

**TREASURER'S REPORT**

Town Treasurer Guynn reported she had spoken to one of the audit firms and the audit should begin prior to month end.

The bills for November 9, 2010 were read and approved.

**TALK OF THE TOWN**

Councilmember Yontz is to attend the *Talk of the Town* radio program at the WYVE/WXBX radio station on Wednesday morning.

**ADJOURNMENT**

There being no additional business for discussion, the meeting was adjourned upon a motion by Vice-Mayor Crigger and was duly seconded and approved.

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Mayor

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Clerk