

The Rural Retreat Town Council held a regular meeting on November 23, 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
Peggy Hash

ABSENT

Ed Schaack

ADMINISTRATION PRESENT

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

OTHERS PRESENT

Chuck Sullins, Melissa Crisp, Alison Pollard

DETERMINATION OF A QUORUM

Mayor Litz called the meeting to order 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 Mecimore, seconded by Councilmember Yontz to approve the minutes of the November 9, 2010 regular meeting as written. The motion passed by a vote of four (4) for: Crigger, Hall, Mecimore, Yontz; zero (0) against; one (1) abstention: Hash due to her absence at the previous meeting.

CITIZEN'S TIME

Melissa Crisp and Alison Pollard addressed the Council and explained they were two of the organizers of the 1st Annual "Mr. Strong" St. Jude Family Run/Walk in honor of Thomas

COUNCIL MEETING MINUTES – NOVEMBER 23, 2010 – PAGE 2

Musser. The run/walk will be held Saturday, December 4th with registration beginning at 10:00 a.m. Mrs. Crisp and Mrs. Pollard explained various activities have been planned and lunches will be available with the proceeds being sent to the St. Jude Children's Research Hospital. The ladies asked the Council to sanction the run/walk as a town event. Mr. Matney asked that they share the route of the event with Chief Mitchell in order to assist with traffic control. Councilmember Yontz made a motion to sanction the 1st Annual "Mr. Strong" St. Jude Family Run/Walk in honor of Thomas Musser as a town event. The motion was seconded by Councilmember Hash and passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Yontz; zero (0) against; one (1) absent: Schaack.

CORRESPONDENCE

There was no correspondence to be reported.

POLICE REPORT

Chief Mitchell reported no significant activity during November. He stated he had spoken to a dispatcher with Star Transportation but the person couldn't understand the problem being discussed. Chief Mitchell reminded the council members of the Christmas parade to be held December 5 at 2:00 p.m. Mr. Matney asked the council members if they were interested in riding in the parade, if so, they could ride in the new truck recently purchased.

Mr. Matney also addressed continuing dog issues being reported in the Valley View Avenue area. Wythe Council Animal Control has placed traps in the area which are being monitored. He added the issues haven't been resolved but are improving.

UNFINISHED BUSINESS

PROPOSED TOWN NEWSLETTER – Councilmember Yontz reported Chuck Sullins will be helping to organize a town newsletter.

COMMUNITY WARNING SYSTEM – Mr. Matney reported consideration is being given to installing speakers on one of the water tanks in an effort to expand the coverage area.

RECORDING OF MEETINGS AND INSTALLATION OF MONITOR – Councilmember Mecimore suggested forming a technology committee to oversee technological updates for the town. He suggested including town citizens on the committee in which he recommended asking Wilma Justus to participate. Councilmember Mecimore recommended hiring someone to work on the website and to solicit suggestions for information to include on the site. Mr. Matney informed Councilmember Mecimore that Jeff Hooper currently maintains the work on the website. Mrs. Guynn explained she has been discussing website ideas and changes with Mr. Hooper that will appear on the website around the first of the year. Following additional discussion, Councilmember's Hash and Yontz were also appointed to the committee.

COUNCIL MEETING MINUTES – NOVEMBER 23, 2010 – PAGE 3

NEW BUSINESS

There were no items offered for discussion.

COMMITTEE REPORTS

HERITAGE DAY – Chairman Yontz stated the committee met prior to this meeting. Plans are being made for a second day of activities that will end approximately at 3:30. Sherry Long is assisting with the plans for the day 2 activities and Chuck Sullins is assisting in obtaining a main act for day 1.

FINANCE & APPROPRIATIONS – Mrs. Guynn reported the preliminary portion of the 2009/2010 fiscal year audit will begin on Monday.

PERSONNEL – Mayor Litz reported the search for the next town manager will begin after January 1.

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:

ACCUMULATED LEAVE – Mr. Matney asked the Council to consider allowing him to carry over accumulated leave. The current policy states vacation time must be at a maximum of 160 hours before December 31 and accumulated comp time must be used by this date. Mr. Matney explained due to the many projects he has not had the opportunity to use his accumulated time. He stated if he was required to take the time off he would be off the majority of December. Councilmember Mecimore inquired as to how much time he had that he is requesting to carry over? Mr. Matney responded approximately three weeks. Councilmember Mecimore inquired if there were other employees that needed to take accumulated time off so that it wouldn't be lost. Mrs. Guynn responded she and one other employee were in the same situation. Councilmember Hall made a motion to allow Mr. Matney to carry his accumulated leave over without penalty. The motion was seconded by Vice-Mayor Crigger and passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Yontz; zero (0) against; one (1) absent: Schaack.

FIRE STATION FLOOR / ROOF – Mr. Matney stated he explained to the fire chief and several department members the Council felt the fire station floor was functional and they were more concerned with the roof needing to be replaced. The firemen discussed the decision and proposed the town purchase the materials for a new roof and they do the installation. Mr. Matney noted several members of the fire department are in the roofing business or have family members that are and they are willing to donate their labor toward the new roof. He recommended waiting until the spring to begin this project. Councilmember Hash made a motion to purchase the materials to install a new metal roof on the Rural Retreat Fire Station and to allow the firemen to install the roof with the installation to be overseen by Councilmember

COUNCIL MEETING MINUTES – NOVEMBER 23, 2010 – PAGE 4

Hall. The motion was seconded by Councilmember Yontz and it passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Yontz; zero (0) against; one (1) absent: Schaack.

WATER TREATMENT PLANT CHLORINE LEAK – A 150 lb. chlorine cylinder began leaking at the water treatment plant and required a hazardous materials team to be on site due to chlorine being considered a hazardous material. Mr. Matney commended the hazardous materials team that consisted of members of the Rural Retreat Fire Department and Emergency Services for the way they handled the chlorine leak. He continued to explain there have been problems with the chlorine dispenser over the past week but that has now been resolved.

REGION 4 EXERCISE – An after action conference to review the full scale emergency exercise held recently will be held Monday, November 29 from 1-5 p.m. in Wytheville.

APPOINTMENT TO JIDA – Foy Patton is the town's current representative on the Joint Industrial Development Authority Board. His term expires in December and if the Council so chooses he can be reappointed to a second term. Mayor Litz asked Mr. Matney if Mr. Patton was willing to serve another term. Mr. Matney responded yes. Councilmember Mecimore made a motion to reappoint Foy Patton to serve a second term as Rural Retreat's representative on the Joint Industrial Development Authority Board. The motion was seconded by Councilmember Yontz and passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Yontz; zero (0) against; one (1) absent: Schaack

TEA-21 PROJECT WORKSHOP – A workshop was held in Blacksburg and was attended by Mrs. Guynn and Mr. Matney. The workshop highlighted changes that will occur during the 2011 funding cycle. An application requesting funding for phase 7 will be submitted prior to December 1. Phase 7 will include building sidewalks on East Buck Avenue from North Greever Street to the Rural Retreat High School Agricultural building and on Evergreen Avenue. Mr. Matney explained he had spoken to representatives from VDOT and they were confident the money would be received to complete the final phase of this project that began as the North Main Street Sidewalk/Bikeway Project. He added phase 7 project will cost approximately \$700,000. Mayor Litz inquired on the total amount of money received for the TEA-21 project. Mr. Matney responded \$1.9 million dollars total.

LOCAL EMERGENCY PLANNING COMMITTEE – Mr. Matney reported he had attended this meeting.

WATER PROJECT PROGRESS MEETING – A progress meeting on the out-of-town and in-town water projects will be held November 30. Mr. Matney asked the councilmember's to contact him with concerns they have on the completed work for both projects and to convey citizen's complaints to him if received. He explained an asphalt driveway on Rural Retreat Lake Road had been patched but not to his satisfaction so the contractor will be patching the driveway again. Councilmember Mecimore asked about the status of the hookups on Myrtle Lane. Mr. Matney responded there had been a delay in completing the connections due to failed line testing. He explained the Virginia Department of Health had inspected the water plant the

COUNCIL MEETING MINUTES – NOVEMBER 23, 2010 – PAGE 5

previous week and the correspondence received included a reminder to not place the new water lines in service until the project has met substantial completion.

TEA-21 SIDEWALK PROJECT – Drainage issues at the North Greever Street/East Railroad Avenue intersection are being worked on at this time. Work on East Buck Avenue will resume in the spring.

WATER ACCOUNTABILITY – Mr. Matney explained water is difficult to account for at this time due to the amount of water needed to complete testing on the newly constructed water lines.

TRUCK PURCHASE – The 2010 Chevrolet 3500 heavy duty 4-wheel drive truck with a dump bed and snow plow package is here. The final purchase price was \$33,313.50. The truck was delivered to Charleston, West Virginia where Mr. Matney and an employee picked up the truck and completed the purchase. The truck will be taken to Floyd next week to have the mounts for the snow plow installed.

Councilmember Mecimore inquired about the use of the trash truck. He stated he had noticed it remained at the town shop on a recent Thursday and wasn't used for trash collection. Mr. Matney responded the upgrades completed to the truck have been great improvements and there haven't been any issues recently that would prohibit the use of the truck.

CHRISTMAS DINNER – The annual town Christmas dinner will be Wednesday, December 1 at the Rural Retreat Community Center. The meal will be catered by Joey's Country Kitchen and will be served at 6:30. Councilmember Hash added Joey Major has stated she will be providing the meal at no charge. Mr. Matney responded he appreciates Ms. Major providing a meal to the fire department and rescue squad members and families at no charge but he felt this wasn't necessary for the town council, employees and their families.

TREASURER'S REPORT

The bills for November 23, 2010 were read and approved.

TALK OF THE TOWN

Neither the councilmember's nor Mr. Matney was available to attend the *Talk of the Town* radio program at the WYVE/WXBX radio station on Wednesday morning.

COUNCIL MEETING MINUTES – NOVEMBER 23, 2010 – PAGE 6

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.

Mayor

Clerk