

The Rural Retreat Town Council held a regular meeting on April 26, 2011, 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, Ed Schaack, Scott Mecimore, Jerrell Hall, Peggy Hash

ABSENT

Dale Yontz

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

NONE

OTHERS PRESENT

Jim Hall & Chris Robertson – Rural Retreat Community Center Board
Jay Hawkins – Rural Retreat Volunteer Emergency Services
Sam Blevins; Ginger Gregory

DETERMINATION OF A QUORUM

Mayor Litz called the meeting to order and determined a quorum was present.

INVOCATION

The invocation was given by Rev. Ed Schaack.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

APPROVAL OF MINUTES

A motion was made by Vice-Mayor Crigger, seconded by Councilmember Hash to approve the minutes of the April 12, 2011 regular meeting as written. The motion passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Schaack; zero (0) against; one (1) absent: Yontz.

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CITIZEN'S TIME

Sam Blevins introduced himself to the Council and explained he owns duplexes on North Greever Street. He continued by stating he now has a ditch in the backyard of the duplexes that is holding water. Mr. Blevins stated he would like to have a culvert pipe installed and the area filled in to restore the backyard. The ditch was created with the work being done in the area he added. Vice-Mayor Crigger asked Mr. Matney if the ditch was there before. Mr. Matney responded there was a ditch there before but the current one is part of the storm water drainage work being done on East Railroad Avenue which was intensified with the sidewalk project. The ditch is open with a six foot bottom and a 2:1 slope, Mr. Matney added. Councilmember Hall asked if the ditch was designed to hold water or for runoff. Mr. Matney replied there are several issues that are affecting the runoff. One is the open ditch on East Railroad Avenue on the east side of South Greever Street which Norfolk Southern will be working with the town to complete and will prevent water from standing there. Mr. Matney stated he has spoken to the design engineer about the ditch on Mr. Blevins' property. He asked that any corrective action be deferred until near the completion of the TEA-21 phase 4, 5 & 6 sidewalk project. At this time the remaining funds could possibly be used to resolve the situation. Discussion has been held on adding a retaining wall and a little conduit because the entire ditch can't have conduit due to the requirements to accommodate the 100 year flood. Mr. Matney added he has been speaking with the engineer on this since Mr. Blevins' brought it to his attention. Vice-Mayor Crigger asked if the engineer was finished with the final design. Mr. Matney responded yes but some changes need to be made.

Mr. Matney then explained a separate incident involving a tenant in one of Mr. Blevins' duplexes. Prior to proceeding with the sidewalk project the power line to the duplexes had to be relocated. Recently one tenant lost partial power to their duplex and incurred loss of food. Mr. Matney stated he didn't understand how one unit would lose partial power until he spoke with an AEP representative. Upon speaking with the tenant and being informed of the food items lost due to the power outage, Mr. Matney agreed to reimburse the tenant for the loss.

Mayor Litz commented unfortunately things aren't put back they way it was before work being done. He expressed his appreciation to Mr. Blevins for his cooperation and asked that he keep in touch with Mr. Matney until this is resolved.

Jay Hawkins, Administrator for Rural Retreat Volunteer Emergency Services addressed the Council and asked the Emergency Services be considered during the town's budget process. Mr. Hawkins explained RRVES has applied for a grant to receive a new ambulance. Currently they are also in need of new heart monitors for their vehicles due to the current monitors being outdated. Mr. Hawkins explained the new technology in the monitors and stated one new monitor costs approximately \$25,000. Grant money is available but the requirements state a new monitor must be purchased, Mr. Hawkins added. He continued by stating refurbished monitors can be purchased with the same warranty as new ones with an approximate cost of \$35,000 for three monitors which would allow one monitor per vehicle. Vice-Mayor Crigger asked Mr. Hawkins if RRVES would be receiving any additional allocations from Wythe County. Mr.

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Hawkins replied he was unsure due to no word being received. Mr. Hawkins also explained RRVES through Wythe County had applied for a grant with the Wythe-Bland Community Foundation for three heart monitors, one stretcher and one step chair that totaled over \$100,000. The Foundation approved the grant but Wythe County placed stipulations on receiving the grant and RRVES couldn't meet the stipulations resulting in their portion of the grant being forfeited. Mr. Matney asked Mr. Hawkins if the allocations received from the town the past three years had been put back into their reserve funds. Mr. Hawkins replied yes and they hope to use that money toward the purchase of the next vehicle. Mr. Matney asked Mr. Hawkins if he would provide the revenue side of their operations so the Council would have their full financial information for review. Vice-Mayor Crigger asked Mr. Hawkins if they have approached Smyth County about funding. Mr. Hawkins explained they do receive funding from Smyth County and the Smyth County United Way.

CORRESPONDENCE

NONE

POLICE REPORT

Chief Mitchell reported April had been a busy month. He has had one DUI arrest and has been investigating vandalisms that have occurred involving juveniles over that past week. He added he is continuing to work dog complaints and had transported a dog to the pound because the Wythe County Animal Control officer was unavailable. Mayor Litz asked Chief Mitchell if he is filing his reports under Rural Retreat in relation to the town's 599 state funding. Chief Mitchell responded yes.

UNFINISHED BUSINESS

RURAL RETREAT COMMUNITY CENTER BOARD REQUEST – Chris Robertson, Treasurer presented a ten year financial summary for the Community Center and explained their annual activities. Mr. Matney stated the parking lot is the major need at this time and asked Mr. Robertson for the future needs for the center. Mr. Robertson stated there are building wants but at this time they aren't necessary. Mr. Matney asked how much money the Board was willing to spend toward the paving of the parking lot. Jim Hall responded they can afford to spend \$9,000 - \$10,000. Mr. Matney asked if the Board is still in need of additional money. Mr. Hall replied yes. Mr. Matney stated the Board is asking for money from the current year and recommended the Council allocate an additional \$10,000. Vice-Mayor Crigger made a motion to allocate an additional \$10,000 to the Rural Retreat Community Center to be taken from the general fund undesignated account. The motion was seconded by Councilmember Hash and passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Schaack; zero (0) against; one (1) absent: Yontz.

NEW BUSINESS

NONE

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COMMITTEE REPORTS

HERITAGE DAYS – Mayor Litz reported the meeting scheduled prior to the Council meeting was cancelled. Mr. Matney also reported a commitment from the Dr. Pepper Corporation has not been received but they are very pleased with the Snuffy Smith cartoon and the Christmas ornament. The committee needs to be finalizing the schedule in order to get the information out. A new contract for Lou Vuto has been received however it has been written between Lou Vuto and Mr. Matney instead of the town. Mr. Matney commented the contract will be rewritten in house with his name being removed and the Town of Rural Retreat added.

FINANCE – Chairman Crigger reported the draft budget is being written. Mr. Matney added the Council will need to consider increases in utility fees and tax rates.

PERSONNEL – Chairman Schaack reported the committee met the previous Tuesday and narrowed the selected candidates from seven to three. He suggested contacting the candidates to ask if they are still interested in the position and secondly the salary range for the position. Chairman Schaack added the Personnel Committee is suggesting the salary range be \$45,000 - \$55,000 and be based on qualifications and experience. The committee will meet following the Council meeting and again next Tuesday, May 3 at 6:00 p.m.

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:

OUT-OF-TOWN WATER PROJECT – The contractor is continuing to complete yard restorations on private property.

IN-TOWN WATER PROJECT – The contractor is continuing to work on Frye Avenue but has encountered complications. The installation of water valves has been completed in other locations.

RIDGE AVENUE EXTENSION – Currently one property owner has not signed an easement. Upon obtaining this easement the project should be advertised for bids within one month.

TEA-21 SIDEWALK PROJECT – The storm water drainage structure is being completed on Catron Street. The curb and guttering on East Railroad Avenue is almost complete and the entrances and sidewalks should be completed within the next three weeks. A progress meeting was held today and he encouraged the contractor to complete yard restorations on East Buck Avenue between North Main Street and Catron Street. Councilmember Schaack asked when the work on East Buck Avenue will be completed. Mr. Matney replied he anticipates the work to resume in mid May because the other areas will be complete. The anticipated completion date is early to mid July.

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MOWING EQUIPMENT – One proposal was received for mowing equipment from Southwestern Equipment. No response was received from other dealers. The proposal from Southwestern Equipment included a 49 horsepower tractor with an 8 x 2 transmission and a five foot swing flail mower for \$22,500. The tractor can be upgraded to include an 8 x 8 shuttle transmission for a total tractor cost of \$24,200. Mr. Matney highly recommended this upgrade. The same equipment can be upgraded to four wheel drive for a total cost of \$27,600 which may be useful for future use with the tractor. Mr. Matney recommended allocating the money to purchase the tractor and allow Finance Committee Chairman Crigger and himself to negotiate the total cost to purchase the tractor. Councilmember Schaack made a motion to set a limit of \$27,600 toward the purchase of a tractor from Southwestern Equipment. The motion was seconded by Councilmember Hall and passed by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Schaack; zero (0) against; one (1) absent: Yontz.

TREASURER’S REPORT

The bills for April 26, 2011 were read and approved.

TALK OF THE TOWN

Mr. Matney 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 Councilmember Schaack and was duly seconded and approved.

Mayor

Clerk