

The Rural Retreat Town Council held a regular meeting on August 9, 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, Dale Yontz, Peggy Hash, Jerrell Hall

ABSENT

NONE

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

NONE

OTHERS PRESENT

Rev. Brian Burch – Rural Retreat United Methodist Church

DETERMINATION OF A QUORUM

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

INVOCATION

The invocation was given by Rev. Brian Burch.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

APPROVAL OF MINUTES

A motion was made by Councilmember Hash, seconded by Councilmember Yontz to approve the minutes of the July 26, 2011 regular meeting. The motion passed by a vote of six (6) for: Crigger, Hall, Hash, Mecimore, Schaack, Yontz; zero (0) against.

CITIZEN'S TIME

NONE

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CORRESPONDENCE

NONE

POLICE REPORT

Chief Mitchell explained his activity report for the month of July. He noted an increase in activity especially in assistance to the Wythe County Sheriff's Office. Chief Mitchell added he has received two additional dog complaints on North Greever Street. Currently, Wythe County Animal Control is overwhelmed but when traps are available they will be set up. Several breaking and entering reports have been received in the past week. Chief Mitchell noted he is working with the Wythe County Sheriff's Office on these cases.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

NONE

COMMITTEE REPORTS

HERITAGE DAYS – Chairman Yontz expressed his appreciation to the council members and the community for their support of the 2011 festival. He scheduled a follow up meeting on August 23 at 6:00 p.m. Chairman Yontz also expressed his appreciation to the fire department and emergency services for going above and beyond what they were asked to do. Mayor Litz commented the rain held off until near the end of the festival. Councilmember Schaack stated he thought Dale Yontz and Chuck Sullins did a fantastic job with the festival.

FINANCE & APPROPRIATIONS – Chairman Crigger stated Mr. Matney will address some items in his report related to the Finance Committee. Mrs. Guynn commented the first portion of the audit will begin on Monday. Mr. Matney asked for the year end revenue and expense report be distributed prior to the next meeting.

PERSONNEL – Mr. Matney reported Michael James will be moving this Friday and hopes to begin his employment with the town mid to late next week.

OPERATIONS & MAINTENANCE – Chairman Hall reported he hasn't looked into the request to repair and widen Richmond Avenue made by Councilmember Hash. He noted the intersection at Church Street will continue to be an issue regardless of what is done to the street. Chairman Hall suggested extending the pavement on each side several inches each time the street is resurfaced. Mr. Matney added the town recently repaved Frye Avenue due to the water line construction.

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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:

TOWN SHOP SHED CONSTRUCTION – Mr. Matney noted a shed is being designed for construction on the town shop property. This shed will house the chemical spreaders for the town trucks and will make putting them on the trucks easier when inclement weather is expected.

SEWER LINE ISSUES – The town crew is currently working on a main line blockage on North Greever Street. We will be receiving assistance from the town of Marion to clean the line.

OUT-OF-TOWN WATER PROJECT DIVISION III (RIDGE AVENUE) – All documents have been submitted to Rural Development. The notice to proceed has been issued and construction will begin the week of August 22nd.

OUT-OF-TOWN WATER PROJECT DIVISION IV (WATER PLANT ELECTRICAL UPGRADES) – The pre-bid conference is scheduled for Thursday, August 11th at 10:00 a.m. Bids will be opened on August 25th at 2:00 p.m.

OUT-OF-TOWN WATER PROJECT DIVISION I – The contractor has been requested to return to complete restoration on Milk Plant Road that could not be completed earlier due to the ground being wet.

IN-TOWN WATER PROJECT – The Cherry Street line is now in service with all reconnects complete. We hope to see an improvement in water accountability with the two-inch line which had several leaks now out of our system.

TEA-21 SIDEWALK PROJECT – The contractor completed all concrete work today and has one drop inlet to install and one drop inlet to modify. They will begin asphalt work this week and anticipate completing this project next.

PICKUP TRUCK – We recommend the 2000 Dodge pickup truck be replaced at this time due to major issues. An invitation to bid has been mailed to all local dealers and is being advertised in the Bristol Herald paper. Bids will be received until August 26th. Vice-Mayor Crigger commented when he served on the Operations & Maintenance Committee it had been discussed to put the trucks on a ten year replacement cycle. Both small and full size trucks were looked at under the state contract program. The bid specifies a full size, 4 WD, half-ton truck.

Prior to continuing with the agenda, Mr. Matney asked Personnel Committee Chairman Schaack for a closed meeting to discuss personnel issues following the reading of the bills. Chairman Schaack concurred.

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TREASURER’S REPORT

The bills for August 9, 2011 were read and approved.

RE: CLOSED MEETING

A motion was made by Councilmember Schaack, seconded by Vice-Mayor Crigger to convene to a closed meeting in accordance with the Virginia Code §2.2-3711, paragraph A, sub-paragraph 1, discussion, consideration or interviews of prospective candidates for employment; assignment; appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body.

The motion was approved with the following voting in favor: Crigger, Hall, Hash, Mecimore, Schaack, and Yontz.

Mayor Litz called the regular meeting back into open session.

Motion was made by Vice-Mayor Keith Crigger, seconded by Councilmember Ed Schaack, **WHEREAS**, the Rural Retreat Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712, paragraph D, of the Code of Virginia requires a certificate by this Council that such closed meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED that the Rural Retreat Town Council hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Council.

Vote:	Ayes	Nays
A. Keith Crigger	X	
Jerrell Hall	X	
Peggy Hash	X	
J. Scott Mecimore	X	
Ed Schaack	X	
Dale Yontz	X	

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

Absent during meeting: None

Absent during vote: None

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TALK OF THE TOWN

No one was available 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