

The Rural Retreat Town Council held a regular meeting on September 13, 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, Scott Mecimore, Dale Yontz, Peggy Hash, Jerrell Hall

ABSENT

Ed Schaack

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

NONE

OTHERS PRESENT

Jim Hall & Chris Robertson – Rural Retreat Community Center Board;
Sara Paulk – Wythe-Grayson Regional Library;
Pat Lamoureux – Rural Retreat Senior Citizens

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 Yontz, seconded by Councilmember Hash to approve the minutes of the August 23, 2011 regular meeting. The motion passed by a vote of four (4) for: Crigger, Hall, Hash, Yontz; zero (0) against; one (1) abstention: Mecimore due to his absence; one (1) absent: Schaack.

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CITIZEN'S TIME

Sara Paulk, Regional Director for the Wythe-Grayson Regional Library introduced herself to the Council and stated she would like to bring the Council up to date on the library's activities. She distributed a flyer that noted the library's achievements and services available. Ms. Paulk expressed her appreciation for the support the town gives to the Rural Retreat Public Library. She noted the hours of operation had increased from 24 to 40 hours per week. Ms. Paulk explained the library has e-books and downloadable audio books available for checkout by using a library card. Children's programs are also available at the Rural Retreat Library. Mrs. Guynn asked Ms. Paulk if the library website contains the new operating hours. Ms. Paulk replied yes. Mrs. Guynn explained the town's website contains a link to the Rural Retreat Public Library and occasionally calls are received regarding the library hours. Mayor Litz inquired about the availability of Kindle books. Ms. Paulk replied the books should be available by the end of the month.

Pat Lamoureux, President of the Rural Retreat Senior Citizens addressed the Council and thanked them on behalf of the organization for adopting an ordinance to allow the Senior's to serve food at the Heritage Days Festival. Mrs. Lamoureux pointed out the Senior's will be having a turkey dinner the first Tuesday of November at noon. She extended an invitation to the town managers, councilmember's and police chief.

CORRESPONDENCE

Mr. Matney read a thank you card from The Rich family extending appreciation to the Council for their thoughtfulness for inducting their family in to the Hall of Honor.

POLICE REPORT

Chief Mitchell explained his August monthly activity report. He noted a correction to the report which reflected one DUI arrest for the month. Chief Mitchell stated he had no DUI related arrests during the month but the reporting system would not allow him to change the number to zero. He pointed out he has been working with and receiving updates from the Wythe County Animal Control on dog complaints. Chief Mitchell noted he had issued a summons for a traffic accident which he will be attending court for. He pointed out there has been an increase in larcenies and he is working with the Wythe County Sheriff's Office on these cases. Scott Mecimore stated he is receiving complaints about speeding on Church Street. Mr. Matney stated he has encouraged Chief Mitchell to talk to people that have been speeding, especially if there is a witness that can identify the speeder because all streets can not be monitored by Chief Mitchell or Wythe County. Mr. Matney added he has received reports of speeders on East Railroad Avenue and of brush being dumped on the property at the end of Chestnut Avenue. He asked Chief Mitchell to talk with residents in the Chestnut Avenue area to find out if they have seen anyone dumping the brush. Mr. Matney stated another recent complaint he has received was kids on East Railroad Avenue selling produce from a gator. He encouraged Chief Mitchell to meet with Mr. James and him at least once per week to keep them up to date on his activity and

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to allow them the opportunity to address items with him. Mayor Litz inquired about the Star Transportation trucks. Chief Mitchell explained a truck hit the guardrail and crossing arm on East Railroad Avenue after leaving Mid-Atlantic Manufacturing several weeks ago. The driver continued on therefore Chief Mitchell contacted the Star Transportation regarding the damage. Chief Mitchell stated they now have a new Chief Safety Officer and Vice-President which the person stated he was unaware of the problems we have been experiencing with their trucks. He added the persons comment was I am ashamed you have to deal with these problems. Mid-Atlantic Manufacturing is now using another transport company from Morristown, Tennessee, Chief Mitchell noted. Neill Young with Norfolk Southern has inquired about the installation of concrete barriers around the railroad crossing arms. Chief Mitchell stated he referred Mr. Young to VDOT and Mr. Matney.

UNFINISHED BUSINESS

GASB 54 FUND BALANCE POLICY RESOLUTION – Mrs. Guynn explained Mr. Matney and she had discussed the Minimum Fund Balance Policy and determined a balance equivalent to two months of expenditures should be kept on hand and that a balance of less than 20% of the annual expenditure budget to be cause for concern. Mr. Matney added the Council will need to adopt the Fund Balance Policy in order to move forward with the fiscal audit. Vice-Mayor Crigger made a motion to adopt the Fund Balance Policy as presented. 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 absent: Schaack.

NEW BUSINESS

Councilmember Hash stated she had received a request from a squad member to plant a tree at the Rural Retreat Volunteer Emergency Services building to hold a community tree lighting ceremony after the Rural Retreat Fire Department's Annual Christmas Parade. Councilmember Hash stated the rescue squad would like to sell in memory of and in honor of ornaments for the tree. She added they are planning to ask the churches to sing Christmas carols. Councilmember Hash asked for the Council's permission to do this. Mr. Matney stated this item does not need to be approved by the Council.

Councilmember Mecimore informed the Council that a non-profit foundation had purchased the Rural Retreat Depot from Jack Weaver. He stated fundraising efforts will begin soon to pay for the structure and work will need to be completed to stabilize the building. Councilmember Mecimore added Mr. Weaver is interested in moving the section house. Vice-Mayor Crigger asked if the depot was locked up. Councilmember Mecimore responded yes and he added the building is structurally sound. Further discussion was held on the depot's structure and potential needs at this time. Councilmember Mecimore pointed out the depot foundation is a non-profit organization and tax exempt donations may be made toward the depot. He added a committee will be formed to govern the foundation.

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A request was received from Rose Lester asking the Council to adopt a resolution recognizing the week of September 17-23 as Constitution Week. Mayor Litz read the draft resolution. Following the reading, Councilmember Yontz made a motion to adopt the resolution recognizing September 17-23 as Constitution Week. The motion was seconded by Councilmember Hash and was approved by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Yontz; zero (0) against; one absent: Schaack.

COMMITTEE REPORTS

HERITAGE DAYS – Chairman Yontz reported the committee met prior to the Council meeting to discuss areas that need improvements. Vice-Mayor Crigger asked what the committee determined were pros and cons of the festival. Chairman Yontz responded the pros was the vendor set-up and layout because it was better this year and the cons included having too many acts on Saturday and moving the vendors in to allow room to park their vehicles near their tents. Mr. Matney commented on the revenue and expense report for Heritage Days in which he stated the revenue and expenditures include two fiscal years. He added part of the expenses were paid from the 2010/2011 budget and the rest from the 2011/2012 budget. Chairman Yontz also pointed out the half of cash raffle tickets and Rural Retreat magnets are still available.

FINANCE & APPROPRIATIONS – Chairman Crigger stated the July financial statements had been distributed.

OPERATIONS & MAINTENANCE – Councilmember Hall stated he is continuing to work on the specifications and cost for the town's spreader shed.

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:

BOARD OF ZONING APPEALS APPOINTMENTS – Two members of the Board of Zoning Appeals need to be reappointed. Donald Meredith's term expires this year and James Rumfelt's term expired last year. Councilmember Mecimore made a motion to recommend the reappointments of Donald Meredith and James Rumfelt to the Board of Zoning Appeals to the Wythe County Circuit Court. Vice-Mayor Crigger seconded the motion and it was approved by a vote of five (5) for: Crigger, Hall, Hash, Mecimore, Yontz; zero (0) against; one absent: Schaack.

COMMUNITY CENTER PARKING LOT – The material quantities estimated to repair and resurface the parking lot were short of the amount necessary to complete this project correctly. We discussed paving only the front of the lot or reducing the thickness of the asphalt. Both options appeared to be less than desirable for the future of the center. The total cost to complete this project was \$25,500; the Board of Directors are able to pay \$12,000 leaving the town the balance of \$13,500. Mr. Matney recommended the Council pay the \$13,500 balance. Councilmember Hash made a motion to pay the \$13,500 balance for paving the Community

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

REFINANCING OPPORTUNITY – SERIES 2008 GO BOND – Davenport & Company is proposing a refinancing of the 2008 General Obligation Bond with a possible savings of \$75,000 - \$90,000 over the remaining 17 years of the term with a possible interest rate of 3-3.5%. The bonds previously refinanced in 2008 were taken away from Rural Development. Mr. Matney suggested a representative from Davenport & Company attend the next Council meeting to discuss their proposal. The consensus of the Council was to pursue the potential refinancing.

REGIONAL WATER SUPPLY PLAN – This plan is required by the Virginia Water Control Board. Participants could choose to have this plan on an individual basis or regionally. Rural Retreat chose the regional plan. A public hearing has been scheduled for October 25, 2011. Following the public hearing a resolution will need to be adopted. The draft resolution and the proposed Water Supply Plan are available for review.

TEA-21 SIDEWALK PROJECT – Phases 4, 5 & 6 are now complete with the exception of a few minor punch list items. We are still waiting for a response from VDOT on funding the additional piping behind the Blevins' duplex. Engineers are continuing to design Phase 7 and we still anticipate bidding this phase mid-winter. We will be applying for additional money for the Phase 7 project.

IN-TOWN WATER PROJECT – The contractor has completed all line construction and is making the final water taps this week. We will report any project fund balance at the next meeting. This was an all loan project; therefore, we do not need to spend all of the approved funding.

OUT-OF-TOWN WATER PROJECT DIVISION III (RIDGE AVENUE) – This project is well under way; the contractor has constructed over 50% of the water line and is ahead of schedule.

OUT-OF-TOWN WATER PROJECT DIVISION IV (WATER PLANT ELECTRICAL UPGRADES) – Bids were received for this project resulting in Sun Contracting & Developers being the low bidder. All documents have been forwarded to Rural Development for approval. The low bid was \$50,590 and was a little below the engineer's estimate. We still have some grant funds remaining in this project and are considering a recommendation to replace the two inch water line on Jefferson Avenue between North Main Street and Chinquapin Avenue. We are also looking at purchasing a laptop meter reading system to reduce time it is currently taking to read. Mayor Litz asked which construction company will be completing the line replacement. Mr. Matney responded Rural Development has approved Wells Construction for this project.

5-K RUN – The Rural Retreat Historical Society is not sponsoring this event this year; however, the RRHS Cross Country Coach will be. The event is scheduled for October 16th and the coach has modified the route to reduce the use of some of the streets. Council is asked to approve the event again this year. Councilmember Yontz made a motion to sanction the 5-K Run as a Town

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

TREASURER’S REPORT

The bills for September 13, 2011 were read and approved.

TALK OF THE TOWN

Mr. Matney and Mr. James will 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 Yontz and was duly seconded and approved.

Mayor

Clerk