

The Rural Retreat Town Council held a public hearing during the regular meeting on June 12, 2012, at 7:00 p.m. in the Rural Retreat Town Hall Council Chambers.

PRESENT RURAL RETREAT TOWN COUNCIL MEMBERS

Mayor Timothy Litz; Ed Schaack; Dale Yontz; Jerrell Hall; Peggy Hash

ABSENT

Vice-Mayor A. Keith Crigger; J. Scott Mecimore

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

NONE

OTHERS PRESENT

Millie Rothrock – *Wytheville Enterprise*

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.

PUBLIC HEARING

2012/2013 FISCAL YEAR BUDGET – Mayor Litz read the following summary of the public notice published in the *Wytheville Enterprise*: The Town Council of the Town of Rural Retreat will conduct a public hearing on June 12, 2012 at 7:00 p.m. in the Rural Retreat Council Chambers to hear comments for or against the proposed 2012-2013 fiscal budget. The proposed real estate tax rate will decrease to \$0.189 per \$100 valuation and personal property and machine and tools tax rates will remain unchanged. The proposed water and sewer rates will increase by approximately four percent (4%). The proposed budget may be examined week days at the Town Office between 8:00 a.m. and 4:30 p.m. Citizens are encouraged to attend and comment on the proposed budget. The final adoption of the proposed budget has been set for June 26,

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2012 at 7:00 p.m. Mayor Litz then opened the public hearing for comments. There being no comments, he closed the hearing. Mayor Litz commended Town Manager James, Finance Committee Chair Crigger and Treasurer Guynn for their work on the budget. He then proceeded with the agenda.

APPROVAL OF MINUTES

A motion was made by Councilmember Yontz, seconded by Councilmember Hash to approve the minutes of the May 22, 2012 regular meeting. There being no discussion, the motion passed by a vote of three (3) for: Hash, Schaack, Yontz; zero (0) against; one (1) abstention: Hall – due to his absence at the previous meeting; two (2) absent: Crigger, Mecimore.

CITIZEN'S TIME

NONE

CORRESPONDENCE

NONE

POLICE REPORT

Chief Mitchell explained his monthly activity report for May and noted he had an increase in activity which he attributed to working more daytime hours. He pointed out he is continuing to monitor Sherwood Avenue however now that school is over he is monitoring the traffic more during the afternoon and evening hours instead of the morning. Mayor Litz commented the citizens have noticed Chief Mitchell's presence in this area. Town Manager James explained he had received concerns about Chief Mitchell working during the daytime. He continued by stating people seem to want Chief Mitchell out patrolling at night so Chief Mitchell's schedule will be adjusted. Mayor Litz questioned Chief Mitchell about dog complaints. Chief Mitchell explained he had had no complaints lately and added he has only received one complaint over the past month. Mayor Litz asked if the response from Wythe County was good. Chief Mitchell stated their activity and location when contacted determines how quickly they respond.

UNFINISHED BUSINESS

MOBILE FOOD VENDING UNIT REQUEST – Town Manager James referred to previous meeting minutes that indicated the Council's have stood by precedence in denying a mobile food vending unit. He explained the request by Jessie Crigger was not much different than the others that were denied. Town Manager James asked the Councilmember's if their views had changed since the last meeting regarding this request. Councilmember Hall stated he remains opposed to the mobile unit because in fairness to the previous requests that were denied, if the Council overturns their decision and sends a letter of apology to those denied, it is unfair because their opportunity has passed by. He continued by stating unless the town has an ordinance in place to

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address the situation, he remains opposed. Town Manager James asked the Council if they were interested in pursuing an ordinance to regulate the mobile vending units. Councilmember Yontz also commented he was still opposed to the request but if the town can regulate this he thought it would be great. Mayor Litz pointed out the concern is not a vendor but a mobile unit. He continued by stating the Council was not against what was being sold but the mobile part. Town Manager James stated he will prepare a draft mobile vending ordinance and distribute it to the Council for review. Mayor Litz asked if the Planning Commission should review the ordinance first. Councilmember Schaack and Town Manager James replied yes.

NEW BUSINESS

VRS RESOLUTIONS – Town Manager James explained the Virginia Retirement System requires the town to adopt a resolution stating how the town is addressing the change in law regarding the employee matching contribution. He stated the town is presenting the employees begin contributing the full 5% on July 1 and a 5% pay increase which is required will be given to the employees due to this change. Mayor Litz asked Clerk Guynn if the resolutions should be read aloud. She responded by stating she felt the synopsis that Town Manager James gave would be sufficient since the resolutions total three pages. Clerk Guynn continued by reiterating Town Manger James' comments and explained the first resolution stated the town will be providing a 5% pay increase due to the implementation of the employee being required to pay their 5% contribution to the VRS. The second resolution states the town is accepting the certified employer contribution rate of 9.25% Clerk Guynn explained. She added both resolutions must be adopted and submitted to the VRS. Mayor Litz asked for a motion to accept or revise the resolutions as presented. Councilmember Schaack made a motion to adopt both resolutions as presented and to accept the new mandates that the town implement the 5% employee contribution in one year and provide a 5% payroll increase to offset the changes and accept the employer rate of 9.25%. Councilmember Hall seconded the motion and it passed by a vote of four (4) for: Hall, Hash, Schaack, Yontz; zero (0) against; two (2) absent: Crigger, Mecimore.

COMMITTEE REPORTS

HERITAGE DAYS – Chairman Yontz reported the committee met prior to the Council meeting and will meet again June 26th at 6:00 p.m. He continued by stating he and Town Manager James will begin looking at advertising avenues for the festival Mayor Litz asked if the master of ceremonies had been resolved. Chairman Yontz replied no but they will be making contact with an individual.

PERSONNEL, ORDINANCES & LEGAL MATTERS – Chairman Schaack reported that Town Manager James had drafted a town manager performance evaluation. He stated the committee will meet following the next Council meeting to discuss accepting the form. Chairman Schaack explained if there are no changes to the form the committee may complete the evaluation during the meeting. He added his concern is Councilmember Mecimore may not be at the meeting and if councilmember elect Sean Viars is possibly replacing Councilmember Mecimore on the

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committee then he should also be invited. Mayor Litz commented Mr. Viars would not be able to make any comments because he does not have any history. Town Manager James suggested reviewing the performance evaluation following the Council's reorganizational meeting. Chairman Schaack concurred and cancelled the committee meeting that he previously scheduled. He extended an invitation to the full Council when it is rescheduled.

OPERATIONS & MAINTENANCE – Mayor Litz commended Chairman Hall for his work on the sound platforms that were built at the Pepper Stage. He noted the platforms have not been painted but will be.

Prior to proceeding with the agenda, Mayor Litz asked Councilmember Hash to report on the concert held Friday night as part of the Summer Concert Series. Councilmember Hash stated the performers were wonderful. She added she wished there would have been more publicity because people did not know about the concert, however the crowd was good. Councilmember Hash told the Council that the Rural Retreat Emergency Services is interested in assisting with the advertising for the next concert. Clerk Guynn suggested contacting Ms. Rothrock with the *Wytheville Enterprise* to have an article included in the paper, and using the town's "Talk of the Town" segment at WYVE/WXBX to discuss upcoming concerts. Councilmember Hash stated she thought the town was going to print pamphlets to distribute for the concert. Councilmember Hall stated the sound provided by Larry Crigger is second to none. The councilmember's concurred with Councilmember Hall's comment. Councilmember Yontz asked if it would be possible to have the gravel portion behind the RRVES building paved. Town Manager James explained he and Councilmember Hash had discussed this at the concert and it may be possible to pave a portion of it. Councilmember Hash stated it is difficult for people that are in wheelchairs or use walkers to use this area and kids can easily fall.

TOWN MANAGER'S REPORT

The following items were discussed and/or acted upon:

OUT-OF-TOWN WATER PROJECT DIVISION IV (WATER PLANT ELECTRICAL IMPROVEMENTS) – We are finalizing the Harmonic analysis for the electrical upgrades at the plant. Once these plans are approved by the electrical engineer, Sun Contracting & Developers will be able to install these improvements.

OUT-OF-TOWN WATER PROJECT DIVISION V (CHINQUAPIN AVENUE & WEST LEE HIGHWAY) – We are finalizing final pay requests and quantity adjustments.

IN-TOWN WATER PROJECT – We are finalizing final pay requests and quantity adjustments. Town Manager James added this project should be closed out soon.

TEA-21 PHASE VII SIDEWALK IMPROVEMENT PROJECT – The town and Anderson & Associates have submitted final plans to VDOT. We are waiting on our final easement acquisition from Attorney Mike Sobey. We have also instructed A&A to pursue another year of funding for a Phase 8. These applications are due in November 2012.

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2012 CDBG PLANNING GRANT: RURAL RETREAT BUSINESS DISTRICT REVITALIZATION – Staff is putting together a management team for the project and our results have been very encouraging. We will establish a public hearing date in the coming weeks to discuss what this project can do for Rural Retreat. Mount Rogers Planning District Commission along with town staff will provide a brief presentation on the program and how it will impact our community, along with other success stories in our area.

STALEY SPRING PROJECT – We are evaluating numerous options for how the water treatment plant will be constructed and operate. Funding opportunities are being pursued to assist in the development of the plan. Town Manager James reported he will be meeting with The Lane Group next week to further discuss this project.

RURAL RETREAT WWTP – Town staff has had numerous discussions with the Virginia Department of Environmental Quality. It is our understanding that a disinfection system must be put in place at our plant in the near future. Funding from the Mount Rogers Planning District Commission and the Southeast Rural Community Assistance Project are currently available and we are pushing this project forward to hopefully capitalize on that financial resource. We are working with The Lane Group, Inc. to provide engineering services for this project.

RURAL RETREAT RAILROAD CROSSINGS – Our office has received two complaints from concerned citizens on the crossing arms being delayed in coming down when a train is approaching. We have met with Norfolk Southern and they assured us the crossing arms seem to be in fine working condition and the data they gathered from the crossing show no abnormalities. We will keep an eye on this issue and ask that citizens quickly notify town staff if they feel an issue does arise at the crossings. Mayor Litz pointed out the quick attention by Norfolk Southern was impressive.

RURAL RETREAT HIGH SCHOOL – AGRICULTURAL DEPARTMENT – Brian Alexander came to the Town to ask about a partnership with the high school's agricultural department for a beautification project. We discussed barreled plants being placed around town in an effort to provide attractive accents to roadways and entrances in Rural Retreat. We have a price of \$80/barrel. This would include flowers, mulch and the barrel itself. It is my opinion to start this project small and gauge community support for the effort, eventually we would like to have local businesses sponsor a barrel at their establishment. If the council is in agreement I would like to move forward with the purchasing of a few finished barrels to start this beautification program once we get all the details ironed out with placement, flower options and barrel prices. Town Manager James explained this will coincide with the Downtown Revitalization Plan. Councilmember Hash asked who will take care of the planters to ensure the flowers are watered. Town Manager James replied the town staff will maintain them until the businesses take them over. Following discussion on locations for the planters, Councilmember Schaack commented he thought town citizens may be interested in sponsoring the planters. He suggested the town purchase six planters to begin this program then begin asking citizens and businesses to sponsor the barrels. The Councilmember's concurred with Councilmember Schaack.

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Prior to proceeding with the agenda, Councilmember Yontz stated he had some comments he would like to make. He commended Town Manager James for the weekly email he distributes to the Council and stated it helps to keep them up in the loop of what is happening with the town. Councilmember Yontz also stated he wanted to express his appreciation to Clerk/Treasurer Guynn for the work she puts in volunteering to help him with Heritage Days. Clerk/Treasurer Guynn thanked Councilmember Yontz for his comments.

TREASURER’S REPORT

Treasurer Guynn stated the April financial statements had been distributed. She also pointed out that she will be out of the office Wednesday through Friday of next week to attend a treasurer’s conference in Roanoke. The council packets will not be distributed until the Monday before the meeting she added. Treasurer Guynn also notified the Council that the audit team that prepares the books for the audit will be in the office on June 26th to begin preliminary work.

The bills for June 12, 2012 were read and approved.

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. The motion was duly seconded and approved unanimously.

Mayor

Clerk