

**MINUTES OF THE REGULAR MEETING OF THE RURAL RETREAT TOWN  
COUNCIL HELD IN THE COUNCIL CHAMBERS ON  
TUESDAY, MARCH 12, 2013, 7:00 P.M.**

Council Members Present: Mayor Timothy Litz; Vice-Mayor A. Keith Crigger; Dale Yontz; Jerrell Hall; Peggy Hash; James P. “Sean” Viars

Council Members Absent: Ed Schaack

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

Administration Absent: None

Others Present: James “Jim” Hall; Doug Carner; Tanner Dishner

**DETERMINATION OF A QUORUM**

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

**INVOCATION**

The invocation was given by Dale Yontz.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Litz.

**PUBLIC HEARING**

Mayor Litz read the notice as duly published: Notice is hereby given that the Rural Retreat Town Council will conduct a public hearing on Tuesday, March 12, 2013 at 7:00 p.m. in the Rural Retreat Town Hall Council Chambers. The purpose of this hearing is to hear comments from the public prior to the Council’s consideration of adopting Ordinance No. 54 “Prohibiting Distributing Handbills, Soliciting, Contributions or Selling Merchandise in Highway”. A copy of the proposed ordinance is available for review at the Rural Retreat Town Hall during normal business hours and on the town’s website [www.townofruralretreat.com](http://www.townofruralretreat.com) Mayor Litz opened the public hearing for comments. There being none he closed the public hearing.

Councilmember Yontz made a motion to adopt Ordinance No. 54 as presented. Councilmember Viars seconded the motion. Vice-Mayor Crigger commented he had been asked about the Shriner organization’s annual paper sale to provide financial support for children with burns or are crippled. He noted the organization travels throughout the United States conducting this sale to make the public aware of their efforts. He added this ordinance would hinder the efforts if one was conducted in Rural Retreat. Councilmember Yontz stated he had been contacted by several area ministers that were concerned this would prohibit their churches from distributing

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information on activities they are conducting. He further commented he had spoken to Town Manager James and he assured him this was an enforcement issue. Mayor Litz pointed out papers won't be thrown out along the roadway. Town Manager James explained both examples would be viewed as an event. Mayor Litz added this ordinance will give the Police Chief the authority to issue citations if in violation of the ordinance. There being no additional discussion, the motion was passed by a vote of five (5) for: Crigger, Hall, Hash, Viars, Yontz; zero (0) against; one (1) absent: Schaack.

### **APPROVAL OF MINUTES**

A motion was made by Councilmember Yontz, seconded by Councilmember Hash to approve the minutes of the February 26, 2013 regular meeting. There being no discussion, the motion passed by a vote of five (5) for: Crigger, Hall, Hash, Viars, Yontz; zero (0) against; one (1) absent: Schaack.

### **CITIZEN'S TIME**

Jim Hall addressed the Council on behalf of the Rural Retreat Historical Society. He presented the town with a copy of a book published by the historical society titled "Rural Retreat (formerly Mt. Airy), Wythe County, Virginia 1800's-1900's". Mr. Hall then explained the historical society is in the process of doing exterior work on their building mainly the brick. The approximate cost received has been \$2,000 to complete the repairs. He asked the Council if they would consider providing financial support for the repairs because currently they don't have the finances to complete the work as they have in the past. Mr. Hall stated the historical society has put a new roof on the building and done work on the inside. He noted in the past they have hosted several groups of college students to complete work at the building and around the town but this year they will only have three. Mayor Litz complimented Mr. Hall on the work the students have done around town. Mr. Hall reiterated the town's financial assistance will be appreciated. Vice-Mayor Crigger noted the Finance Committee will take the request under advisement for the budget.

Mayor Litz asked Mr. Carner if he would like to address the Council. Mr. Carner replied no, they were in attendance to earn a merit badge with the Boy Scouts.

### **CORRESPONDENCE**

Clerk/Treasurer Guynn read an acknowledgement from the Rural Retreat High School After-Prom Committee expressing their appreciation to the town for the donation made toward their annual event.

### **POLICE REPORT**

Chief Mitchell explained his monthly activity report for February and noted the increased activity. He pointed out complaints are still being received about the white dog roaming through

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town. Wythe County Animal Control is continuing to set out live traps as an effort to catch loose dogs. Chief Mitchell stated he is also working with the Wythe County Sheriff's Office and the Wytheville Police Department on recent larcenies. He addressed the traffic issues on East Buck Avenue and Gienow Road and noted he is continuing to run radar. Chief Mitchell added he had assisted a Wythe County officer pursuing a wanted juvenile subject from Connecticut in which the pursuit went into Smyth County.

### **UNFINISHED BUSINESS**

TREE REMOVAL AT RURAL RETREAT COMMUNITY CENTER – Town Manager James reported this item is ongoing.

### **NEW BUSINESS**

SUMMER CONCERT SERIES – The proposed budget for the Summer Concert Series and the agreement with Jim Lloyd to compensate him for his time was distributed. Town Manager James pointed out the budget includes the cost for advertising and the entertainment for the three events. He added the number of dates had been reduced, Heritage Day will be incorporated in the series and the Christmas concert was eliminated. Vice-Mayor Crigger made a motion to accept the proposed budget and entertainment schedule. The motion was seconded by Councilmember Viars. Vice-Mayor Crigger asked what the Council's opinion was of the concerts last year. Mayor Litz commented the single biggest complaint he heard was the lack of advertising. He noted there were three good shows, one was canceled and another was rained out. Town Manager James stated he has been talking with FM94 about advertising on both of their stations to get the word out more. He added we are building upon last year's events and have learned what should be handled differently. Vice-Mayor Crigger commented he would like to see us support and invest in our local talent and provide a free concert for our taxpayers. Councilmember Yontz asked if WYVE/WXBX/WLOY had been contacted about advertising because he felt on a Friday evening during the summer we will draw more local people than those living farther away. Town Manager James stated he will follow up with Danny Gordon at WYVE. He also explained the concert in August will also feature a National Night Out event. Vice-Mayor Crigger commented from personal experience he has obtained advertising at a lower cost through WYVE than with FM94. Following further discussion, Town Manager James stated he would present a different advertising package at the next meeting. The consensus was to allow Town Manager James to solicit other advertising options and adjust the budget accordingly. Vice-Mayor Crigger reiterated the motion was to accept the proposed budget and entertainment schedule. There being no additional discussion, the motion passed by a vote of five (5) for: Crigger, Hall, Hash, Viars, Yontz; zero (0) against; one (1) absent: Schaack.

### **COMMITTEE REPORTS**

HERITAGE DAYS – Chairman Yontz reported the entertainment schedule for Saturday has been completed and the entertainment for Friday night should be completed soon. He added the vendor applications will be sent out soon, the inflatables have been confirmed and the sponsor

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letters are being finalized. Mayor Litz commented he wanted to make everyone aware there was a complaint from the largest food vendor that no money was made. Chairman Yontz asked Town Manager James to contact Gary Wolfe to ensure all sound needs are met for the Bellamy Brothers. Town Manager James explained Mr. Wolfe had been in contact with the personnel with the Bellamy Brothers to discuss sound equipment needs. Chairman Yontz stated he had spoken to Chief Mitchell about asking the City of Bristol to bring their fire and tornado awareness trailer for either Heritage Days or the National Night Out event.

**FINANCE & APPROPRIATIONS** – Chairman Crigger reported the committee met prior to the meeting and reviewed the proposed Capital Improvement Plan. This plan outlines projected capital needs over the next four to five years. He noted the first draft of the budget should be available at the next meeting.

Mayor Litz asked Chairman Crigger how he would like to handle Mr. Hall's request. Chairman Crigger asked Mr. Hall to submit a written request to Town Manager James for the requested funding. Mayor Litz noted this has become a normal because it helps the Finance Committee to remain aware of the request.

**PERSONNEL** – Town Manager James reported the revised Personnel Policy is being reviewed by Attorney Sobey then will be reviewed in house. He stated the draft may be complete by April 1<sup>st</sup>.

### **TOWN MANAGER'S REPORT**

The following items were discussed and/or acted upon:

**ANDERSON & ASSOCIATES** – The monthly status report was distributed for review.

**OUT-OF-TOWN WATER PROJECT DIVISION IV (WATER PLANT ELECTRICAL IMPROVEMENTS)** – All work has been completed and the project has been closed out.

**WWTP UV DISINFECTION** – The advertisement for bids will be placed in the Roanoke Times this Sunday the 17<sup>th</sup>, with the bid opening being held on April 16<sup>th</sup>.

**RURAL RETREAT SIDEWALK IMPROVEMENT PROJECT PHASE 7** – This project has been advertised for the appropriate amount of time. We will be hosting the bid opening this Friday at 10 a.m. We anticipate some competitive bids to provide Council with during our next scheduled meeting.

**GENERATOR CAPABILITY (WTP & LIFT STATION)** – We are researching grant opportunities with the Wythe Bland Foundation and other agencies for the needed improvements to allow for a generator hookup. As soon as opportunities are located Council will be informed.

**RURAL RETREAT DOWNTOWN REVITALIZATION** – We are still working with the Mount Rogers Planning District Commission for the planning of our work this summer to create a

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proposal on this as well. We hope to have a final project proposal submitted to DHCD by December for 2014 funding. A public hearing will be scheduled for March.

CONSOLIDATED DISPATCH – I spoke with the Wytheville Town Manager this past week and he has informed me that the process has slowed a good deal with the absence of Albert Newberry from the town. Upon his return this will be his first project to get the dispatch center discussions back on track. We hope to have this discussion with the County and the Town of Wytheville well in advance of budget adoption.

TOWN BEAUTIFICATION – Town staff will be working on our sidewalks and downtown areas in preparation for spring. VDOT is scheduled to provide another street sweeping this month. We will also be placing the flower barrels out in the coming weeks.

TIME CLOCK – Councilmember Hall asked if progress had been made on a time clock. Town Manager James responded he is continuing to work on this.

WATER / WASTEWATER OPERATOR – Councilmember Viars asked when Tia Morris will begin employment with the town. Town Manager James responded tomorrow.

### **TREASURER’S REPORT**

DELINQUENT TAX COLLECTIONS - Treasurer Guynn reported letters will be mailed to the delinquent real estate owners that are subject to judicial sale by April 1. She noted the tax on one of the subject parcels was paid in full to date.

TOWN DECALS – The 2013 decals became available on March 1. Treasurer Guynn stated the town will need to make a decision before the fall on whether to eliminate the decals or not. She added she and Town Manager James have discussed this but both feel we should see how the process proceeds for Wythe County first.

The bills for March 12<sup>th</sup> were read and approved.

### **TALK OF THE TOWN**

Councilmember Yontz 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 to discuss, the meeting was adjourned upon a motion by

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Councilmember Hall. The motion was duly seconded and approved.

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Mayor

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Clerk