

The Rural Retreat Town Council held a regular meeting on February 26, 2008, 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
Jerrell Hall
Kristie Osborne

ABSENT

NONE

ADMINISTRATION PRESENT

Raymond Matney, Town Manager
Robert Lewis, Police Chief
Lori Guynn, Clerk/Treasurer

OTHERS PRESENT

Lockie Blevins

DETERMINATION OF A QUORUM

Mayor Litz called the meeting to order and determined the presence of a quorum.

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 Councilmember Ed Schaack, seconded by Councilmember Kristie Osborne to approve the minutes of the February 12, 2008 meeting and the motion passed unanimously.

CITIZEN'S TIME

NONE

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CORRESPONDENCE

Mr. Matney stated he had received notification from the State Corporation Commission in regards to the rate increase applications made by Atmos Energy and Embarq. If anyone would like to review those documents, Mr. Matney stated he would provide them a copy.

POLICE REPORT

NONE

UNFINISHED BUSINESS

LODGING TAX ORDINANCE – This ordinance has been drafted. Mr. Matney said he has not had the opportunity to proof read the document but he would do that prior to the next meeting so that a copy could be distributed in the next council packet. This item will be readdressed at the next meeting.

Mr. Matney also reported on the Flood Plain Ordinance which has been revised. The Cable TV Franchise Ordinance should be in final draft form before the next meeting. Upon the council's review of the three ordinances, a public hearing will be scheduled.

2006/2007 FISCAL YEAR AUDIT – Mr. Matney stated the preliminary work for the adjusting entries by Tammy Copenhaver with Hicoock, Brown, Fern and Garcia has been completed. The additional field work by Corbin Stone with Robinson, Farmer, Cox Associates was completed today. The audit process went very well with some minor recommendations made. A final draft of the 2006/2007 fiscal audit should be available within the next month.

REQUEST FOR STREET LIGHT – WEST LEE HIGHWAY – This request will be addressed at the meeting that is scheduled with AEP for Wednesday morning, February 27 at 10:00 a.m. along with the lighting plan for Hillcrest Divide Subdivision. Upon receiving the drafted plan and approximate cost, Mr. Matney stated he would contact Lockie Blevins, President of the Hillcrest Divide Subdivision Homeowners Association so she can meet with the association and discuss the proposal.

2008 HERITAGE DAYS FESTIVAL – Mayor Litz asked Heritage Days Committee Chairman Dale Yontz to report on the meeting held prior to the council meeting. Chairman Yontz stated the date for this years festival is Saturday, July 26, 2008 and the theme is industry. Items discussed included having more activities for children, broaden the adult entertainment and open the festival more for vendors. Councilmember Schaack asked if money had been budgeted for the festival. Mr. Matney stated there is a line item in the next fiscal budget.

Councilmember Crigger asked if Wythe County would participate this year. Mr. Matney stated he thought they would participate because Ellen McDaniel has done great things for Wythe County toward the Virginia 2007 celebration.

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The next meeting for the 2008 Heritage Days Festival is scheduled for Tuesday, March 11, 2008 at 6:00 p.m.

NEW BUSINESS

NONE

COMMITTEE REPORTS

NONE

TOWN MANAGER’S REPORT

The Town Manager’s report is attached and is hereby made a part of these minutes. The following items were discussed and/or acted upon:

FIRE APPARATUS GRANT/LOAN APPLICATION – An application has been made to Rural Development for funding toward the fire apparatus with an approximate cost of \$130,000. This is a 55% grant with a local match of 45% with a maximum awarded grant of \$50,000. A meeting is scheduled for Thursday, February 28. Mr. Matney stated an application will also be made to the Department of Homeland Security in which the Rural Retreat Fire Department has had previous success in receiving funding.

PUBLIC AUDIBLE WARNING SYSTEM - A second application can be made to Rural Development for funding toward the warning system. The grant would be a 45% local match. The approximate cost for the audible warning system is \$30,000. The consensus of the Council was to apply for funding through Rural Development.

HILLCREST DIVIDE SUBDIVISION STREET LIGHTING PROGRAM – This item was addressed previously in the meeting.

STREET LIGHTING REQUEST WEST LEE HIGHWAY - This item was addressed previously in the meeting.

MUNICIPAL CLERKS ASSOCIATION ANNUAL CONFERENCE – Clerk Lori Guynn is interested in attending the Virginia Municipal Clerks Association annual conference in Staunton, April 23 – 25. The total cost will include the registration cost of \$175, lodging of \$103 per night and meals. The lodging cost will be shared with a clerk from another locality. This conference is part of the process to earn the Certified Municipal Clerk designation. The consensus of the Council was to allow Ms. Guynn to attend the conference if she so desires.

REQUESTS FOR PROPOSALS – PROFESSIONAL SERVICES – The advertisements have been published for each of the three projects. Evaluations are required based on criteria established by the Virginia Department of Health and firms must be selected for interviews.

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Councilmembers interested in participating in the evaluations or interviews were asked to notify Mr. Matney. The deadline to submit a proposal is Friday, February 29 at 2:00 p.m.

WATER IMPROVEMENT PROJECT FUNDING PROPOSAL – This project could be funded as two separate projects, in-town and out-of-town. The out-of-town project would be eligible for a grant through Rural Development. The Virginia Department of Health offers loans at 0% interest for in-town projects. BB&T has also expressed interest in financing the project. The approximate cost for both projects is \$2.4 million

REFINANCING EXISTING BONDS – Davenport Public Finance is interested in refinancing some of the Town's outstanding bonds.

VRS ACTUARIAL VALUATION REPORT – The actuarial report has been received. The new VRS retirement rate, effective July 1, 2008, is 13.35%. This is an increase of 1.74% and will require a modification to the proposed budget.

ANDERSON AND ASSOCIATES STATUS REPORT – The monthly status report was provided for review.

TOWN OF RURAL RETREAT WEBSITE – The new website is now live. Additional information will be added later to fully complete the site.

TREASURER'S REPORT

The bills were read and approved for February 26, 2008.

TALK OF THE TOWN

Councilmember Yontz is to attend the Talk of the Town radio program at WYVE/WXBX radio station on Wednesday morning.

RE: CLOSED MEETING

A motion was made by Councilmember Hall, seconded by Councilmember Yontz 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: Scott Mecimore, Jerrell Hall, Kristie Osborne, Ed Schaack, Keith Crigger and Dale Yontz.

Mayor Litz called the regular meeting back into open session.

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Motion was made by Vice-Mayor Keith Crigger, seconded by Councilmember Dale Yontz, **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
Keith Crigger	X	
Jerrell Hall	X	
Scott Mecimore	X	
Kristie Osborne	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

ADJOURNMENT

There being no additional business, the meeting was adjourned upon a motion by Councilmember Osborne.

Mayor

Clerk