

The Rural Retreat Town Council held a regular meeting on March 25, 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
Lori Guynn, Clerk/Treasurer

ADMINISTRATION ABSENT

Robert Lewis, Police Chief

OTHERS PRESENT

David Rose – Davenport & Company LLC

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 Dale Yontz, seconded by Councilmember Kristie Osborne to approve the minutes of the March 11, 2008 meeting and the motion passed unanimously. Councilmember Hall was absent during the vote.

COUNCIL MEETING MINUTES – MARCH 25, 2008 – PAGE 2

CITIZEN’S TIME

NONE

CORRESPONDENCE

NONE

POLICE REPORT

NONE

UNFINISHED BUSINESS

LODGING TAX ORDINANCE – Councilmember Schaack stated he had reviewed the draft Lodging Tax Ordinance and had questions concerning the ordinance specifically section 10, titled “Advertising payment or absorption of tax”. Vice-Mayor Crigger stated the section means that a lodging facility can not waive the lodging tax for a tenant at any time. Councilmember Schaack made a correction to the first sentence in section 5 that reads “The Town Treasurer may require all person, firm or corporation licensed to do business in the Town to register for collection of the tax imposed by this Ordinance.” The sentence should state “The Town Treasurer may require all persons, firms or corporations licensed.....”. Councilmember Schaack asked if the proposed tax rate of 5% was average. Vice-Mayor Crigger stated the average rate ranges from 5% - 7% in most localities.

There being no further discussion on the draft Lodging Tax Ordinance, Clerk Lori Guynn informed the Council that a public hearing will be held on Tuesday, April 8, 2008 to hear public comment prior to the Council’s consideration of the adoption of this ordinance.

2006/2007 FISCAL YEAR AUDIT – Treasurer Lori Guynn informed the Council that a draft copy of the fiscal audit could possibly be received as early as the next day. The draft will have to be reviewed by quality control prior to the final audit being issued. An additional update will be given at the next meeting.

REQUEST FOR STREET LIGHT – WEST LEE HIGHWAY – Mr. Matney has spoken to Dan Adams and Jon Fitzwater with AEP concerning the street light request on West Lee Highway and the lighting plan for Hillcrest Divide Subdivision. Mr. Fitzwater is to have a proposal on both requests within the next week. This item was tabled until additional information is received.

2008 HERITAGE DAYS FESTIVAL –Heritage Days Committee Chairman Dale Yontz stated the meeting scheduled prior to tonight’s Council meeting was canceled and the next meeting is scheduled for Tuesday, April 8, 2008 at 6:00 p.m. Chairman Yontz further stated he will be sending letters to area businesses and industries asking for their participation and support.

COUNCIL MEETING MINUTES – MARCH 25, 2008 – PAGE 3

Wythe Raceway is tentatively participating and there has been discussion of having a few of the top cars in the parade. A cruise in car show is also being organized. Councilmember Mecimore stated he had looked into bringing in entertainment activities for the children attending the event from Dave's Moonwalks but the cost was approximately \$3,800. Discussion was held about contacting other organizations to bring in activities.

NEW BUSINESS

NONE

COMMITTEE REPORTS

Mr. Matney asked the Finance and Appropriations Committee if they had reviewed the proposal received from Davenport & Company LLC on refinancing the five Rural Development bonds. Their proposal has the potential to save the Town \$200,000. Vice-Mayor Crigger stated he felt that if there is the potential to save the Town money then it should be pursued.

At this time Mr. Matney asked Mr. David Rose with Davenport & Company LLC to address the Council concerning the submitted proposal. Mr. Rose stated the terms on the bonds would shorten by approximately four years. His firm will speak with banks and brokers on the Town's behalf and get their proposals in writing for consideration by the Town Council.

Finance and Appropriations Committee Chairman Crigger asked if any member of the committee had any comments concerning the proposal. Councilmember Hall stated he felt the Council should pursue the refinancing. There being no further recommendations, Chairman Crigger made a motion on behalf of the committee to proceed with obtaining proposals to refinance the existing five Rural Development bonds with assistance from Davenport & Company LLC. Councilmember Mecimore seconded the motion and it passed unanimously.

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:

WATER IMPROVEMENT PROJECT – The proposed resolution that must be adopted by the Council in order to apply for Virginia Department of Health was read. A motion was made by Vice-Mayor Crigger to adopt the resolution as read and seconded by Councilmember Yontz. The motion passed unanimously. A copy of the resolution is attached and hereby made a part of these minutes.

REQUEST FOR REZONING ON EAST BAUMGARDNER AVENUE – A Joint Public Hearing with the Planning Commission has been scheduled for Tuesday, April 8, 2008 to hear public comments prior to the consideration of rezoning the property at 232 East Baumgardner Avenue from industrial to commercial.

COUNCIL MEETING MINUTES – MARCH 25, 2008 – PAGE 4

Vice-Mayor Crigger asked if there would be a problem with zoning the property back to industrial after it has been changed to commercial in the future. Mr. Matney stated it would be possible because it would be a continuation of the zoning on the left side of East Baumgardner Avenue.

TOWN PROPERTY – MAPLE AVENUE – Discussion was held concerning property that is owned by the Town that adjoins the property owned by Chief Lewis. Chief Lewis is interested in purchasing this parcel. The Finance and Appropriations Committee is to review this request and bring a recommendation back to the Council for consideration.

PROFESSIONAL SERVICES – VDH PLANNING GRANT – All proposals have been reviewed and ranked. The top two firms which were Anderson & Associates, Inc. and The Lane Group were interviewed. Mr. Matney stated he thought the two projects at Phillippi Spring should be awarded to the same firm due to the work that needs to be done in the same area. Mr. Matney further explained that the Town currently works with Anderson & Associates, Inc. on various projects and we have past experience working with Bobby Lane of The Lane Group who was formerly with Dewberry & Davis. A recommendation was made by Mr. Matney to use The Lane Group to do the projects at Phillippi #1 and #2.

A motion was made by Vice-Mayor Crigger to award all three water project grants to The Lane Group. Councilmember Hall seconded the motion and it passed unanimously.

REQUEST FOR MEALS TAX CREDIT – A request has been received from Eric Cullen, whom owns the Rural Retreat McDonald's, for a credit on the amount of meals tax that he remits. Mr. Cullen's tax accountant informed him that some localities are giving meals tax credits as an incentive to hire local individuals. No action was taken on this item.

TREASURER'S REPORT

The bills were read and approved for March 25, 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.

COUNCIL MEETING MINUTES – MARCH 25, 2008 – PAGE 5

ADJOURNMENT

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

Mayor

Clerk