

The Rural Retreat Town Council held a regular meeting on April 22, 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

Jerrell Hall  
Kristie Osborne

**ABSENT**

Scott Mecimore  
Dale Yontz

**ADMINISTRATION PRESENT**

Raymond Matney, Town Manager  
Robert Lewis, Police Chief

**ADMINISTRATION ABSENT**

Lori Guynn, Clerk/Treasurer

**OTHERS PRESENT**

Brenda Maxey, Secretary

**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.

**PUBLIC HEARING**

RURAL DEVELOPMENT AUDIBLE WARNING SYSTEM GRANT/LOAN - Mayor Litz read the public notice as published in the *Wytheville Enterprise*. A copy of the notice is attached and hereby made a part of these minutes. The public hearing was opened for public comment. There being no comments concerning the Rural Development audible warning system funding/loan, the public hearing was closed.

## **COUNCIL MEETING MINUTES – APRIL 22, 2008 – PAGE 2**

### **APPROVAL OF MINUTES**

A motion was made by Councilmember Ed Schaack, seconded by Councilmember Kristie Osborne to approve the minutes of the April 8, 2008 meeting. The motion passed unanimously.

### **CITIZEN'S TIME**

There being no one present that wished to address the Council, the meeting proceeded.

### **CORRESPONDENCE**

There was no correspondence to bring before the Council.

### **POLICE REPORT**

There was no information to report to the Council.

### **UNFINISHED BUSINESS**

RURAL DEVELOPMENT AUDIBLE WARNING SYSTEM GRANT/LOAN – Mr. Matney informed the Council that Rural Development awards their funding/loan packages in August at which time, if awarded, the Council will need to adopt a resolution to authorize himself to sign all required paperwork. He further stated that no action was needed at this time.

Vice-Mayor Crigger asked if a strategic plan would be conducted in order to determine the location to place the warning system. Chief Lewis stated Federal Signal, the manufacturer of the audible warning system, has already pre-determined a location by viewing maps from the internet and maps that he had sent to them for review. Vice-Mayor Crigger asked where the tentative location was at this time. Chief Lewis responded the fire house. Mr. Matney stated prior to the acquisition of this system, Federal Signal will be on site for further review of the proposed location.

2006/2007 FISCAL YEAR AUDIT – Mr. Matney distributed the final copy of the fiscal audit. He asked the councilmember's to review the audit and write down any questions they have so that they can be discussed. Mr. Matney further stated the Management Discussion and Analysis states the Town of Rural Retreat is solid financially. The main concerns are in the enterprise funds which are the water and wastewater funds and may require rate increases for the 2008/2009 fiscal budget.

Finance Committee Chairman Crigger asked if the committee needs to review the audit. Mr. Matney stated the questions and concerns could be directed to the committee to be reviewed and/or addressed.

## **COUNCIL MEETING MINUTES – APRIL 22, 2008 – PAGE 3**

REQUEST FOR STREET LIGHT – WEST LEE HIGHWAY – Mr. Matney stated he had met with AEP following the last meeting to review the West Lee Highway area. It was determined that three lights could be installed from the crossroads area going east to the corporate limits and two lights between the crossroads area and the entrance to the Briarwood Subdivision. He further stated he had spoken with AEP earlier in the day and the estimated cost would be \$3,065 which includes installing approximately three to four new poles.

Councilmember Hall made a motion to proceed with the street light installation on West Lee Highway. The motion was seconded by Councilmember Osborne and passed unanimously.

Mr. Matney added that AEP did not have the cost for the lighting plan in the Hillcrest Divide Subdivision at this time. However, the AEP representative stated he thought the subdivision could be lit at a minimal cost.

2008 HERITAGE DAYS FESTIVAL – Mr. Matney stated the meeting scheduled prior to the Council meeting was canceled due to the candidate's forum. Chairman Yontz has discussed sending out sponsorship letters to area industries and businesses offering various sponsorship levels for the entertainment. Mr. Matney asked for a short meeting with those involved with Heritage Days following the regular meeting to discuss the festival.

WASTEWATER TREATMENT PLANT SCREEN UNIT – A concrete pad had to be poured at the treatment plant to set the container on. Mr. Matney stated he had assigned Mike Jones to this project and he had done an excellent job. He is currently working with Allan West on the electrical part of this which possibly was completed today.

This project also needed an engineering stamp on the plans which requires a submittal and approval process that would have cost the Town \$2,000. Dan Scott with the Virginia Department of Environmental Quality offered to approve and inspect the plans and installation at no cost.

### **NEW BUSINESS**

There was no new business offered for discussion.

### **COMMITTEE REPORTS**

FINANCE AND APPROPRIATIONS – The committee has not had the opportunity to review the draft budget and additional departmental requests with the administration.

### **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:

## **COUNCIL MEETING MINUTES – APRIL 22, 2008 – PAGE 4**

ANNUAL AUDIT YEAR ENDING JUNE 30, 2007 – This item was previously addressed.

REFINANCING PROPOSAL – DAVENPORT – The requests for proposals (RFP's) are being received through May 29, 2008. A copy of the RFP was distributed to the Council for review. Following the deadline, Davenport, Inc. will bring a favorable recommendation to the Council for their consideration. There is potential to reduce the interest on current bonds and retain the approximate monthly debt service payments that could result in savings of \$250,000 to the Town.

COUNTY WIDE WATER STUDY – Wythe County Administrator Cellell Dalton was unable to secure funding from the Virginia Department of Health for the water study. He is now proposing that an application be submitted to the Mount Rogers Planning District Commission. Assistant Administrator Stephen Bear emailed Mr. Matney to inform him that the County is distributing flyers along West Lee Highway from Wytheville towards Rural Retreat and that an informal meeting has been scheduled for Thursday, May 8, 2008 at St. Paul Lutheran Church in Crockett to discuss the potential need for water service along this route by extending the service from Wytheville toward Rural Retreat.

MEMORIAL DAY SERVICE – The Town of Wytheville has mailed invitations inviting our Councilmember's to attend their Memorial Day Service in Wither's Park at 1:00 p.m. on Sunday, May 25, 2008. Rural Retreat will also be conducting a Memorial Day Service the same day at 3:00 p.m. Rural Retreat's guest speaker will be from the Virginia Tech Corps of Cadets. The community choir will be performing and the service flags will be raised.

VML TOWN SECTION MEETING – The next Town Section Meeting in our area will be held on Thursday, May 29, 2008 at the Wytheville Meeting Center. Discussion will include the most recent General Assembly Session, the Freedom of Information Act and other interesting topics. Councilmember's were asked to notify Mr. Matney or the office if they would like to attend.

TEA-21 SIDEWALK PROJECT PHASE IV, V & XI – According to the Virginia Department of Transportation website, Rural Retreat has been awarded \$229,838 for 2008 bringing the total awarded thus far to \$1,390,838. The amount awarded in 2007 was \$240,000. Mr. Matney commended the Town Council for staying with this project. Currently, Mr. Matney is working with property owners on changes to parking areas and Norfolk Southern on drainage issues at Rural Retreat High School.

Mr. Matney asked the Council to consider applying for the Safe Routes to School Program that offers 100% funding. This would aid in extending the sidewalk from the intersection of East Buck Avenue and North Greever Street to the Rural Retreat Middle School. Councilmember Schaack asked if this would include Evergreen Avenue. Mr. Matney stated Evergreen Avenue could not be included in the application for the Safe Routes to Schools Program because this program is designed to benefit elementary and middle schools.

## **COUNCIL MEETING MINUTES – APRIL 22, 2008 – PAGE 5**

**WATER IMPROVEMENT PROJECT** – The notice for the intent to apply for Rural Development funding has been published and a public hearing will be held at the May 13, 2008 meeting.

**STREET LIGHTS – WEST LEE HIGHWAY** – This item was previously addressed.

**BUDGET REQUEST – RURAL RETREAT COMMUNITY CENTER** – Lisa Martin, President of the Rural Retreat Community Center Board asked Mr. Matney to meet with them to review capital improvement projects. In return, he asked that she attend a Council meeting so that she can explain the renovations they are considering. The Board is interested in renovating the four restrooms and the stage area. Currently the Board is obtaining proposals on the renovations and once the proposals are received Ms. Martin will address the Council which could possibly be at the next meeting.

**POLICE CHIEF POSITION** – Three candidates were interviewed for this position. The interviewing committee felt that the best qualified candidate is Steve Bralley but he felt he could not take the position at the level of pay offered. The other top ranked candidate is Scott Mitchell but he has not been offered the position. The third candidate interviewed was Kevin Buller in which there were concerns with his experience and community familiarity. Councilmember Osborne commented that she felt it would be difficult to offer the level of pay that Mr. Bralley requested. Mr. Matney stated if anyone that was not part of the interviewing committee would like a copy of the applications for consideration, he would send them copies. He also suggested if anyone would like to participate in a second interview, it could be arranged.

Vice-Mayor Crigger made a motion to table this item until the next meeting so that a full Council would possibly be present to discuss this item. Councilmember Hall seconded the motion and it passed unanimously.

**PROPERTY DEPOSITION** – Contact was made with Randy Ricketts, the son of Bill Ricketts, Sr., that owned the former drug store property to discuss the possibility of the Town purchasing the lot. Mr. Matney contacted Wythe County Commissioner of Revenue Mary Cassell concerning the value of the lot which is \$50,000. Ms. Cassell stated there were no notes on file that stated the reason the property was valued so high when the last real estate assessment was completed. The prior assessment was \$25,000. Mr. Ricketts offered the property to the Town for \$30,000.

Mr. Matney stated he was presenting this for the Council's consideration because he feels it would be beneficial to the Town in the future. Vice-Mayor Crigger stated he felt \$30,000 was too much to pay for the property. He asked for the opinion from other members present. Councilmember Schaack stated he was in favor of purchasing the lot but he also felt that \$30,000 was high; however in twenty years he feels the Town will be happy the lot was purchased. Councilmember Osborne stated she felt the price was reasonable and she was also in favor of purchasing the lot. Vice-Mayor Crigger asked where the money would come from to pay for the lot. Mr. Matney stated it would come from reserve funds.

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Following further discussion, Mayor Litz tabled this item until the next meeting so that the full council could review the proposal.

**TREASURER’S REPORT**

The bills were read and approved for April 22, 2008.

**TALK OF THE TOWN**

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

**ADJOURNMENT**

There being no additional business, the meeting was adjourned upon a motion by Vice-Mayor Crigger.

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Mayor

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Clerk