

The Rural Retreat Town Council held a regular meeting on April 24, 2007, at 7:00 p.m. in the Rural Retreat Town Hall Council Chambers.

PRESENT RURAL RETREAT TOWN COUNCIL MEMBERS

Mayor Timothy Litz
Vice-Mayor Jim Lloyd
Ed Schaack
Keith Crigger

Scott Mecimore
Jerrell Hall
Dale Yontz

ABSENT

NONE

ADMINISTRATION PRESENT

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

OTHERS PRESENT

Glenn Burkett, Charles Hall, Eddie Sheets
Kelly Dunn – Anderson & Associates, Inc.
Porter Sage – Rural Retreat Cable T.V., Inc.

DETERMINATION OF A QUORUM

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

INVOCATION

The invocation was delivered by Rev. Ed Schaack.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

APPROVAL OF MINUTES

Motion was made by Councilmember Dale Yontz, seconded by Councilmember Scott Mecimore to approve the minutes of the April 10, 2007 meeting. The motion passed unanimously.

CITIZEN'S TIME

Glenn Burkett, a resident on Maple Avenue, addressed the Council concerning horses on the former Bailey property. Mr. Burkett stated that horses hadn't been on the property since October

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30, 2004. Eddie Sheets stated the lot had been mowed for the previous two years but prior to that the horses that were kept there ate the grass off the property.

Mayor Litz asked Town Manager Matney if he would advise the Council concerning this issue. Mr. Matney stated he had spoken to Mr. Burkett the previous day and he had explained that there were affidavits on file stating that there were horses on the property in October 2005 and October 2006.

Mr. Burkett stated there had been horses on the property six months ago for a short period of time. Mr. Matney stated the ordinance does not address a length of time that the horses have to be on the property. Mayor Litz asked Mr. Matney to explain how the dates effect the ordinance. Mr. Matney explained the horse are a non-conforming use of the property and that any non-conforming use that ceases to exist for one year may not be established. Therefore the horses return once each year to comply with the non-conforming use.

Councilmember Crigger asked Mr. Matney to research all information on file pertaining to horses being on the former Bailey property and to bring his findings back to the Council. Mayor Litz informed Mr. Burkett, Mr. Sheets and Mr. Hall that we would research the information that is on file and the issue will be readdressed at the May 8, 2007 meeting.

CORRESPONDENCE

Mr. Matney read a letter from the Virginia Municipal League. This year one of the town section meetings will be held in Marion at the General Francis Marion Hotel on Thursday, May 31 at 11:00 a.m. Mr. Matney asked for those who are interested in attending to contact the office.

A thank you note from the family of Verta Cruff, Rhea Preston's grandmother, for the Town's act of kindness in the loss of Ms. Cruff was read by Mr. Matney.

Mr. Matney stated a letter addressed to Mayor Litz had been received from the Dr. Pepper Corporation in which they stated they would be glad to join in promoting our great town and their great product.

POLICE REPORT

NONE

UNFINISHED BUSINESS

SAFE ROUTES TO SCHOOL GRANT PROGRAM – Kelly Dunn with Anderson and Associates, Inc. explained the concept of the Safe Routes to School Grant Program. Mr. Dunn provided the Council with a handout that contained information about the program. He stated that unlike the TEA-21 Program there is no required match to participate. The next application deadline in June 2007. Councilmember Crigger asked Mr. Dunn if he had an approximate cost

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for Anderson and Associates to complete and submit the application. Mr. Dunn stated he wasn't sure but he would look into it. This issue was continued to the May 8, 2007 meeting.

RENAMING A PORTION OF WESTFIELD AVENUE – Mr. Matney recommend the Council rename the portion of Westfield Avenue from the intersection of Westfield Avenue and Westfield Avenue to Alpine Street. Councilmember Schaack asked if L-shaped portion would remain Westfield Avenue. Mr. Matney said yes that only the extension from the L portion to Sherwood Avenue and the undeveloped portion to Richmond Avenue would be named Alpine Street. Vice-Mayor Lloyd made a motion to rename the Westfield Avenue extension from Westfield Avenue to Richmond Avenue, Alpine Street. The motion was seconded by Councilmember Schaack. The motion passed unanimously.

NEW BUSINESS

HILLCREST DIVIDE SUBDIVISION RESOLUTION – The Virginia Department of Transportation requires the Storm Water Management Plan to be approved by the Council before VDOT will allow Indian Circle to be taken into the secondary highway system. All other items required have been satisfied by the developer. The Storm Water Management Plan states that VDOT will not be responsible for the management of the plan within Hillcrest Divide Subdivision. To protect the Town of Rural Retreat the Homeowner's Association bylaws state the Association is to maintain the Storm Water Management Plan, however, the Homeowner's Association has not been formed. The developer's have provided a certification stating they will be responsible for maintaining the Plan until the Association is formed. Mr. Matney stated that Council will need to adopt the resolution, Storm Water Management Plan, the road numbers and name.

Councilmember Crigger made a motion to approve the Hillcrest Divide Subdivision Resolution, Storm Water Management Plan and the secondary highway systems name and road numbers of the Hillcrest Divide Subdivision. Councilmember Yontz seconded the motion and it passed unanimously.

COMMITTEE REPORTS

OPERATIONS & MAINTENANCE COMMITTEE – Chairman Hall stated the committee didn't have any information to report at this time. They are in the process of sharing the information received pertaining to the skid steer loader. Chairman Hall requested the committee to meet following the Council meeting.

PERSONNEL, ORDINANCE & LEGAL MATTERS COMMITTEE – Chairman Schaack stated the committee discussed employee salaries and the increase in the cost of employee benefits. Mr. Matney stated that our insurance representative from Banker's Insurance is to come to address the Council and employees. Mr. Matney recommended continuing the meeting to Tuesday, May 1, 2007 at 7:00 p.m. to hold a budget work session. The consensus of Council was to continue the meeting to the following week.

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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:

JOINT GOVERNING BODIES MEETING – The next meeting will be held on Monday, April 30, 2007 at 7:00 p.m. in the Rural Retreat Council Chambers.

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY MEETING – The next meeting for the Joint IDA will be held on Thursday, April 26, 2007 at 3:00 p.m.

TEA-21 SIDEWALK PROJECT PHASE IV, V, VI – VDOT is requiring an amendment to the Project Development and Administration Agreement. The Town Council must approve a resolution stating the individual who signed the agreement has the authority enter into this agreement on behalf of the Town of Rural Retreat. Councilmember Schaack made a motion authorizing Town Manager Raymond Matney to enter into this agreement on behalf of the Town of Rural Retreat. Councilmember Hall seconded the motion and it passed unanimously.

WEBGIS PROJECT – Councilmember Mecimore stated he thought the Town should not have to pay Wythe County in order to access the parcel information for use in a demo site. He further stated other counties offer the service for free. Mr. Matney said this needed to be addressed further.

VDH GRANT ENGINEERING AGREEMENT – Mr. Matney explained the request for proposals was re-advertised targeting women and minority owned enterprises as required. A letter was received from the VDH stating all requirements weren’t met. Mr. Matney contacted the VDH in which the representative stated he had not received all required information. Upon further discussion with the representative, Mr. Matney informed him the letter submitted stated the information had been mailed first-class and faxed. The information was submitted a second time. During a later conversation between Mr. Matney and the representative he informed Mr. Matney that the grant had been approved and he would be mailing a letter of approval.

WASTEWATER TREATMENT PLANT CLARIFIERS – Mr. Matney stated he had not completed reviewing the update on the contract documents however it will be advertised for bids soon.

2007/2008 BUDGET – Draft one of the general fund budget which includes the general fund, law enforcement and fire department was handed out to the Councilmember’s for review.

TREASURER’S REPORT

The bills were read and approved for April 24, 2007.

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ADJOURNMENT

There being no additional business, the meeting was continued to Tuesday, May 1, 2007 for a budget work session.

Mayor

Clerk