

The Rural Retreat Town Council held a regular meeting on May 27, 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

ABSENT

Kristie Osborne

ADMINISTRATION PRESENT

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

OTHERS PRESENT

Scott and Lorrie Mitchell
Nate Hubbard – *Wytheville Enterprise*

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 Vice-Mayor Keith Crigger, seconded by Council member Dale Yontz to approve the minutes of the April 13, 2008 meeting. The motion passed unanimously. Council member Scott Mecimore abstained from the vote.

CITIZEN'S TIME

There were no citizens present that wished to address the Council.

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CORRESPONDENCE

Mr. Matney read a letter from Alan Hawthorne, Executive Director of the Joint Industrial Development Authority thanking the Town for the hospitality shown to them at their meetings that are held in the Rural Retreat Council Chambers. Mr. Hawthorne further stated that by conducting meetings in Rural Retreat it aids in keeping them visible to the community.

POLICE REPORT

Chief Lewis explained the activity report for May.

At this time, Chief Lewis introduced Scott Mitchell, who has been hired as the new Police Chief, to the Council members. Mayor Litz stated the Police Chief position serves at the pleasure of the Town Council and will require Mr. Mitchell to be appointed. He further stated that Mr. Mitchell will become an employee of the Town on June 1, 2008 and Police Chief on July 1, 2008. Council member Yontz made a motion to appoint Scott Mitchell as the Town of Rural Retreat's Police Chief effective July 1, 2008. The motion was seconded by Council member Mecimore and passed unanimously.

Following Mr. Mitchell's appointment by Council, Mayor Litz administered the oath of office.

UNFINISHED BUSINESS

2008 HERITAGE DAYS FESTIVAL – Festival Chairman Dale Yontz stated the parade will begin at 11:00 a.m. with a special presentation and guest speakers to follow at 12:00 p.m. The entertainment lineup will begin at 1:00 p.m. and continue through 6:00 p.m. at which time The Traveler's Revision will take the stage until 9:00 p.m. Chairman Yontz also stated the fire department is heading up the parade. The planning of the car show/cruise in is progressing. The Lion's Club will be overseeing activities in the Community Center. Contact has been made with the O. Winston Link Museum but at this time Chairman Yontz has not received a response.

The next meeting is scheduled for Tuesday, June 10, 2008 at 6:00 p.m.

NEW BUSINESS

There was no new business offered for discussion.

COMMITTEE REPORTS

PERSONNEL COMMITTEE – Personnel Committee Chairman Schaack stated Mr. Matney has asked that the employee sick leave policy be revised. A proposed sick leave policy revision was distributed for review. He stated there was one revision to the second sentence of the draft. The word voluntarily needs to be inserted between the words upon and separation so that the sentence

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reads “Upon voluntarily separation of employment, any full-time employee whose term of employment with the town is five years or more will be entitled to receive payment of twenty-five (25%) of accrued sick leave days.” The current policy allows a maximum of ninety (90) accumulated sick leave days.

Chairman Schaack asked all council members to review the revision as distributed. This item will be readdressed at the next meeting.

FINANCE COMMITTEE – Finance Committee Chairman Crigger stated the committee met the previous Tuesday night for a budget work session. The committee agreed to increase the budgeted allocation for the Rural Retreat Community Center by \$5,000, fund 100% of the employees Health Savings Accounts and the recommended employee salary increases. Chairman Crigger further stated the committee considered the Rural Retreat Volunteer Emergency Services requests but felt that more financial information was needed. Mr. Matney was asked to request the information.

Mr. Matney stated if the Finance Committee and other council members were satisfied with draft four of the budget then it could be advertised for a public hearing at the June 10, 2008 meeting and then be adopted at the June 24, 2008 meeting. Finance Committee Chairman Crigger made a motion to accept draft four of the proposed 2008/2009 Fiscal Year Budget in order to advertise for a public hearing. Council member Hall 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:

MOUNTAIN EMPIRE AIRPORT FLY-IN REQUEST – Mr. Matney stated he had received a request from the Mountain Empire Pilot’s Association requesting funding and participation for the fly-in to be held at the airport. Mayor Litz asked that this item be tabled to the next meeting for further discussion and/or consideration.

RURAL DEVELOPMENT LOAN FINANCING – The anticipated closing date on the bond refinancing is Thursday, June 5, 2008. A resolution needs to be adopted authorizing Mayor Litz to pre-sign documents so that Davenport and Company LLC can close on the bond refinancing in his absence. Councilmember Hall made a motion to adopt a resolution authorizing the refinancing of six Rural Development bonds not to exceed \$1,550,000 with Carter Bank & Trust. The motion was seconded by Councilmember Yontz and was passed unanimously.

RURAL DEVELOPMENT LOAN APPLICATION – The Water Distribution Improvement Project data is still being collected. The paperwork should be completed soon.

WWTP SCREEN – Parkson, Inc. will be on-site June 2 and 3 for training of the operators. Upon startup of the screen, Mr. Matney suggested the Council tour the treatment plant so that each

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member can see how the equipment operates. A tour date and time will be scheduled at the next meeting.

VDH GRANTS FOR STALEY SPRING, PHILLIPPI SPRING #1 AND #2 – The approval for the procurement of professional engineering services has been received. A meeting with The Lane Group is scheduled for tomorrow at 9:00 a.m. so that work can begin on the projects.

A & A MONTHLY STATUS REPORT – The monthly status report was distributed for review.

VML NEWLY ELECTED MUNICIPAL OFFICIALS CONFERENCE – The 2008 conference will be held in Williamsburg, July 17-19. If any member is interested in attending and would like to take their spouse, tickets may be purchased for the luncheon and/or dinners at an additional cost.

MEMORIAL DAY SERVICE – Mr. Matney commended the community for their support and attendance of the Memorial Day service. Mr. Matney also thanked Mayor Litz for his attendance. Mayor Litz stated he was proud to take part in the ceremony and thanked the American Legion for asking him to participate.

TREASURER’S REPORT

The bills were read and approved for May 27, 2008.

TALK OF THE TOWN

Council member Yontz 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.

Mayor

Clerk