

The Rural Retreat Town Council held a regular meeting on August 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
Jerrell Hall
Kristie Osborne

ABSENT

Dale Yontz

ADMINISTRATION PRESENT

Raymond Matney, Town Manager
Lori Guynn, Clerk/Treasurer
Scott Mitchell, Police Chief

OTHERS PRESENT

There were no others present.

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 Scott Mecimore, seconded by Vice-Mayor Keith Crigger to approve the minutes of the August 26, 2008 regular meeting as written. The motion passed by a vote of 5 ayes and 0 nays.

CITIZEN'S TIME

There was no one present to address the Council.

COUNCIL MEETING MINUTES – AUGUST 26, 2008 – PAGE 2

CORRESPONDENCE

There was no correspondence to be shared.

POLICE REPORT

Chief Mitchell stated August had been a slow month so far. He further stated he had relayed the 911 concerns expressed as the previous meeting to Chad Trivitt with the Wythe County Sheriff's Office in which he was going to address the concerns with the Dispatch Office Coordinator.

UNFINISHED BUSINESS

There was no unfinished business to be addressed.

NEW BUSINESS

There was no new business to be addressed.

COMMITTEE REPORTS

There were no committee reports to be given.

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:

2007/2008 FISCAL YEAR AUDIT – The fiscal year audit is now in progress. Tammy Copenhaver with Hicok, Fern, Brown and Garcia has been in the office working to prepare the books for the audit which will be completed by Robinson, Farmer and Cox Associates approximately in mid September.

PUD ORDINANCE – The Planning Commission has reviewed the draft Planned Unit Development (PUD) Ordinance. A final draft is being composed and will be distributed to the Council for review at their September 9 meeting. A Joint Public Hearing with the Planning Commission will be scheduled for September 23, 2008 at 7:00 p.m.

VDH PLANNING GRANT – WATER CONNECT GIENOW ROAD TO RRES – There is a need to connect the water system from Gienow Road to Rural Retreat Elementary School in order to isolate water service areas during repairs. At this time, when water service valves are closed on North Main Street it eliminates water service to the Chinquapin and West Lee Highway areas therefore eliminating service at RRES.

A planning grant for \$25,000 is available to study the feasibility of this water line construction. The application deadline is Friday, August 29, 2008 and requires a resolution to be adopted. Mr.

COUNCIL MEETING MINUTES – AUGUST 26, 2008 – PAGE 3

Matney read the proposed resolution for adoption. A copy of the resolution is attached and hereby made a part of the minutes of this meeting.

Councilmember Mecimore made a motion to apply for the \$25,000 Planning Grant available through the Virginia Department of Health to study the feasibility of constructing a water line to connect Gienow Road and West Lee Highway. The motion was seconded by Councilmember Schaack. Vice-Mayor Crigger asked if there would be a charge for the application. Mr. Matney explained The Lane Group was completing the application at no charge. There being no further discussion the motion passed with 5 ayes and 0 nays.

COPY MACHINE – A new black/white copy machine that includes faxing and stapling capabilities has been ordered for the Town Office. The machine is scheduled for delivery within the next two weeks. The current machine, purchased in 1999, has become out dated therefore making repairs difficult.

STREET BRUSH TRIMMING – Mr. Matney expressed his appreciation to VDOT for trimming trees in some of the intersections such as South Greever Street, Frye Avenue and Cherry Street.

TOWN HALL RENOVATIONS – The renovations have been completed. The office was painted, wallpaper was installed below the chair rail and new carpet was installed. Wallpaper was also installed in the Council Chambers.

MONTHLY STATUS REPORT – The monthly status report from Anderson and Associates, Inc. is available for review.

SLUDGE DEWATERING AND DISPOSAL – The sludge at the Wastewater Treatment Plant can no longer be land applied due to a change in regulations by the Department of Environmental Quality. The sludge will now have to be taken to Carter County Landfill in Tennessee.

Donald Vaught with VC Services can mix polymers with the sludge that progresses the dewatering process. Upon completion, the sludge is ready for disposal in approximately 24-48 hours. This process will decrease the weight of the sludge which will result in lower disposal costs at the landfill.

MAINTENANCE POSITION – Approximately 25 applications were received for the town maintenance position. The applications are being reviewed and interviews will be scheduled within the next one to two weeks. The three maintenance workers have been asked to review the applications and provide feedback on the applicants.

Mr. Matney asked the Council if they want to participate in the hiring process. Mayor Litz recommended Mr. Matney handle the interviewing and hiring process and inform the Council of progress made.

COUNCIL MEETING MINUTES – AUGUST 26, 2008 – PAGE 4

TREASURER’S REPORT

The bills for August 26, 2008 were read and approved by a vote of 5 ayes and 0 nays.

TALK OF THE TOWN

Mayor Litz 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 Councilmember Osborne.

Mayor

Clerk