

The Rural Retreat Town Council held regular meeting on November 11, 2008, at 7:00 p.m. in the Rural Retreat Town Hall Council Chambers.

### **PRESENT RURAL RETREAT TOWN COUNCIL MEMBERS**

Mayor Timothy Litz  
Ed Schaack  
Scott Mecimore

Dale Yontz  
Jerrell Hall  
Kristie Osborne

### **ABSENT**

Vice-Mayor Keith Crigger

### **ADMINISTRATION PRESENT**

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

### **OTHERS PRESENT**

There were no guests 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 Dale Yontz, seconded by Councilmember Scott Mecimore to approve the minutes of the October 14, 2008 meeting as written. The motion passed by a vote of five (5) for and zero (0) against.

A motion was made by Councilmember Ed Schaack, seconded by Councilmember Kristie Osborne to approve the minutes of the October 28, 2008 meeting as written. The motion passed by a vote of two (2) for and zero (0) against. Three (3) abstained: Jerrell Hall, Scott Mecimore and Dale Yontz.

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### **CITIZEN'S TIME**

There was no one present to address the Town Council.

### **CORRESPONDENCE**

There was no correspondence received.

### **POLICE REPORT**

Chief Mitchell explained his monthly activity report for October. He stated there were no incidents on Halloween night. He has also been sending notices on inoperable motor vehicles and handling dog complaints. On November 2, he issued two summonses for traffic accidents that happened in town. He further noted there were no issues with the Veterans Day Parade on Sunday, November 9.

Mayor Litz stated he received a compliment over the July 4<sup>th</sup> holiday from a town resident on Chief Mitchell and the way he handled a fireworks display at the resident's neighbor's house.

### **UNFINISHED BUSINESS**

IDENTITY THEFT POLICY REVIEW – The deadline for adopting this policy has been extended by the Federal Trade Commission from November 1 to May 9, 2009. The council was asked to review the draft policy so that this item can be readdressed at the next meeting.

### **NEW BUSINESS**

Mayor Litz asked Personnel Committee Chairman Ed Schaack to meet with Mr. Matney to begin the preliminary process of hiring the next town manager. Mayor Litz stated he hoped Mr. Matney continues his tenure with the Town for several more years but he felt that the Council needed to be looking into the future. He further stated that when Mr. Matney retires there needs to be a smooth transition.

Mr. Matney stated he had received information from Virginia Tech explaining a program they have started that offers municipal managerial classes. He also stated he was glad to see that there are organizations that are looking into this need because the retirement of town managers is affecting municipalities across Virginia.

### **COMMITTEE REPORTS**

HERITAGE DAYS – Mr. Matney stated a meeting was held prior to the October 28 meeting. Discussion was held on changing the date of the festival but those in attendance decided to leave the festival date as the last Saturday in July. The consensus was there would not be a date that would not be in conflict with another area activity. Continuing the car show was discussed

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because this was a successful event. The committee is also working on a theme for the 2009 event.

Committee Chairman Dale Yontz stated he would like to get Bill Hall involved with the parade because Mr. Hall has the talent to recruit participants for the parade. He further stated he would like to see more people involved in the parade so that there will be a better turnout. Mr. Matney suggested to Chairman Yontz that he have subcommittees to organize various aspects of the festival this year.

The next Heritage Days meeting will be on Tuesday, January 27, 2009 at 6:30 p.m.

### **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:

JIDA 2007-2008 FINANCIAL AUDIT – This financial report is on file in the town office if anyone is interested in reviewing it.

WATER SYSTEM INTERCONNECT PROJECT – This project is a joint effort between Wythe County, Town of Wytheville and Town of Rural Retreat. The need for professional services is being advertised. The deadline is November 25.

WATER SYSTEM INTERCONNECT PROJECT – SMYTH COUNTY – Mr. Matney spoke to Wythe County Administrator Cellell Dalton in which he stated he felt this project should move forward. Mr. Dalton suggested each locality contribute \$5,000 to conduct a preliminary engineering study. Mr. Matney further explained that an engineering study was conducted last year for this same project. Now a meeting is being planned for representatives of Smyth and Wythe Counties and the Town of Rural Retreat.

“RED FLAG” RULES – This item was previously addressed.

MONTHLY STATUS REPORT – The monthly status report from Anderson & Associates is available.

VDOT TRANSPORTATION ENHANCEMENT PROGRAM WORKSHOP – Mr. Matney and Mrs. Guynn attended this workshop in Marion. This workshop covered the new application process and other requirements for TEA-21 projects.

CHRISTMAS DECORATIONS – New Christmas decorations have been purchased to replace those that have significant weather damage. The decorations purchased include a train to be placed on the utility pole at the Main Street and Railroad Avenue crossing.

REQUEST FOR INCREASE IN WATER SERVICE AREA – WYTHE COUNTY – A water service connection was approved for Cecil and Renae Cregger in July for a new home they are

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building on their property which is already served by the Rural Retreat Water System. Wythe County denied the public water request because this would be considered an expansion to Rural Retreat's service area.

Mr. Matney stated he wrote a letter to Wythe County on behalf of the Town of Rural Retreat requesting the Wythe County Board of Supervisors to approve the increased water service area. The Board of Supervisors are scheduled to meet the next evening and will be discussing this issue.

**WATER IMPROVEMENT PLANNING PROJECTS** – Mr. Matney and members of The Lane Group are scheduled to meet with Memcor/US Filter on Wednesday, November 12 at 2:00 p.m. to discuss the pilot testing on Staley Spring.

A meeting was held with the Department of Environmental Quality on Phillippi Spring #2. Since the spring has never been used as a public water source there is now a 90% bypass rule if there is significant construction on the spring. Therefore, 90% of the water yield must be bypassed and sent down stream to protect the aqua life.

**RURAL DEVELOPMENT OUT-OF-TOWN WATER DISTRIBUTION PROJECT** – A public hearing has been scheduled for November 25 for the bond issue of \$641,000.

**VRS RESOLUTION – EMPLOYEE CONTRIBUTION** – A resolution must be passed that affirms the town pays the employees 5% contribution to the Virginia Retirement System. The town has been paying this amount on behalf of the employees since July 1, 2002.

Councilmember Schaack made a motion to accept the resolution as written. The motion was seconded by Councilmember Yontz and passed by a vote of five (5) for and zero (0) against.

**RENTAL UNIFORMS** – This issue has been resolved.

**BRUSH TRUCK LOAN/GRANT APPLICATION** – When the application was made the town was informed that funding decisions would be made in August. No funding has been awarded to date but the application has been neither approved nor denied.

**UTILITY TRUCK – MAGIC CITY FORD** – Bids were received on a new utility truck. Magic City Ford was awarded the bid for \$26,000. The truck is scheduled to be delivered this week.

**DOWNTOWN REDEVELOPMENT PLAN** – Mr. Matney explained the redevelopment project that has been underway in Saltville. He asked if the Council would be interested in asking Anderson & Associates to review the previous plan that was written for Rural Retreat several years ago in order to find out what areas of that plan could be salvaged or to possible rewrite the plan. Mr. Matney also recommended inviting R.A. "Chip" Worley with Anderson & Associates to attend a meeting and explain downtown revitalization.

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GROUND BREAKING CEREMONY – The ground breaking ceremony for the renovations at Rural Retreat High and Middle Schools is scheduled for Friday, November 14 at 4:00 p.m. Mr. Matney asked the council members if they were interested in attending, if so Mrs. Nancy Pack with the Wythe County School Board Office needs be notified of positive RSVP's. Mayor Litz and Council members Schaack and Osborne stated they were planning to attend along with Mr. Matney.

**TREASURER'S REPORT**

The bills for October 28, 2008 and November 11, 2008 were read and approved by a vote of five (5) for and zero (0) against.

**TALK OF THE TOWN**

Councilmember 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 Councilmember Osborne.

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Mayor

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Clerk