

The Rural Retreat Town Council held a regular scheduled meeting on September 8, 2009, at 7:00 p.m. in the Rural Retreat Town Hall Council Chambers.

PRESENT RURAL RETREAT TOWN COUNCIL MEMBERS

Vice-Mayor Keith Crigger
Ed Schaack
Scott Mecimore

Dale Yontz
Jerrell Hall *
Peggy Hash

ABSENT

Mayor Timothy Litz

ADMINISTRATION PRESENT

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

OTHERS PRESENT

Jack Weaver

DETERMINATION OF A QUORUM

Vice-Mayor Crigger called the meeting to order and determined a quorum was present.

INVOCATION

The invocation was given by Rev. Ed Schaack.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice-Mayor Crigger.

APPROVAL OF MINUTES

A motion was made by Councilmember Scott Mecimore, seconded by Councilmember Peggy Hash to approve the minutes of the August 25, 2009 regular meeting as written. The motion passed by a vote of four (4) for: Scott Mecimore, Peggy Hash, Ed Schaack, Jerrell Hall; zero (0) against and one (1) abstention: Dale Yontz.

CITIZEN'S TIME

Those present did not wish to address the Council.

**Councilmember Hall was absent from meeting – corrected in minutes of September 22, 2009 meeting.*

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CORRESPONDENCE

There was no correspondence to be shared.

POLICE REPORT

Chief Mitchell explained the activity report for August. He added he was continuing to investigate the vandalism to the Pepper Stage. Chief Mitchell explained he was also investigating a breaking and entering incident that had occurred earlier in the day on South Main Street but he believed it to be an isolated incident.

UNFINISHED BUSINESS

HIRING OF AN ASSISTANT TOWN MANAGER – Vice-Mayor Crigger stated a copy of the position description for the assistant town manager was distributed for review. He suggested the council member's review the description closely and bring recommendations to the next meeting on how the council should handle this process.

Councilmember Schaack commented the council needs to decide if the individual hired will replace Mr. Matney upon retirement or will remain in the assistant town manager position. He added consideration should be given to hiring an individual in the spring because college graduates will be seeking jobs. Councilmember Schaack stated a salary should be determined and where the money to fund this position will come from.

Vice-Mayor Crigger stated in hiring an assistant town manager, the person needs to work closely with the maintenance crew to insure projects are completed in a timely fashion.

This item is to remain under unfinished business.

GOLF CARTS ON TOWN STREETS – Mr. Matney stated he had researched the Code of Virginia concerning the use of golf cars on town streets. This can be allowed by adopting a resolution or ordinance to designate town streets the golf carts can use. The streets must be posted with a 25 mph or less speed limit sign and crossings must be designated on streets with 35 mph or less speed limits.

Mr. Matney spoke with the VDOT Resident Engineer and the District Traffic Engineer and both stated the town council is privileged to do what they choose but they did not think this should be pursued because of the traffic characteristics for Rural Retreat. Mr. Matney stated both individuals asked for the council to keep safety in mind.

Vice-Mayor Crigger asked if there were any additional comments on this matter. Councilmember Hash stated she felt the council should look more into this because there are more people getting golf carts and they would like to drive them around town and to the grocery store. Vice-Mayor Crigger stated golf carts would not be allowed to travel to Food Country

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because the speed limit is 35 mph in that area. Mr. Matney encouraged the council to look at areas that golf carts may be allowed. He also asked that safety be considered because Rural Retreat has several streets with heavy traffic and larger vehicles on those streets such as Main Street, Parsonage Avenue, Chinquapin Avenue and East Buck Avenue. Councilmember Mecimore stated he was concerned that a person may get killed if golf carts are allowed on town streets.

Vice-Mayor Crigger made a motion to not allow golf carts on town streets because of safety concerns for the citizens. The motion was seconded by Councilmember Yontz. Councilmember Schaack asked Chief Mitchell if this motion was needed. Chief Mitchell explained golf carts are not permitted on roads if there is no ordinance allowing them. Councilmember Yontz asked if the golf cart type units sold at Huff Ford that are tagged and have signals are allowed. Vice-Mayor Crigger stated these fall under the Code of Virginia 46.2 and are considered slow moving vehicles because they can be inspected. Chief Mitchell added these must be inspected, have seatbelts and working headlights, taillights, signals and windshield wipers. He added these must remain on streets with 35 mph or less speed limits. Councilmember Hash stated when she made this request she was referring to the type of units that is sold by Huff Ford not regular golf carts.

There being no additional discussion, Vice-Mayor Crigger rescinded the original motion due to there being a difference between golf carts and the cart units that are allowed on streets. Vice-Mayor Crigger stated for future clarity golf carts should be referred to as slow moving vehicles.

Mr. Matney stated he would research this and provide the council with additional information at the next meeting.

LEGALIZING TOWN SEAL – This item will be addressed in the town manager's report.

PLANNING COMMISSION VACANCY APPOINTMENT – Councilmember Mecimore explained he had one citizen, Allan West, to express interest in the appointment and obtaining certification. Vice-Mayor Crigger stated his wife, Dawn Crigger was potentially interested. Mr. Matney stated the Planning Commission will be meeting on Monday night and he will be asking the Commissioner's for recommendations to the vacancy.

NEW BUSINESS

There was no new business to be discussed.

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:

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2008/2009 FISCAL YEAR AUDIT – The second phase of the 2008/2009 Fiscal Year Audit began today. The annual cost for a full audit is now over \$15,000 due to the adoption of new auditing standards. Prior to the changes the cost was \$5,000 annually.

GOLF CARTS ON TOWN STREETS – This item was previously addressed.

COMMUNITY WARNING SYSTEM – Work is continuing toward writing specifications for a community warning system. Former Police Chief Bob Lewis is assisting with this because he had previously completed a majority of the work prior to his retirement. The systems can be purchased based on a one-way or two-way control. The one-way control requires turning the system on to allow the siren to sound and the two-way control will test itself internally with no sound. Consideration has been given to bidding the system based on specifications for a one-way control with an option of the two-way control.

VDH PLANNING STUDY – The Virginia Department of Health preliminary engineering report for Staley Spring has been approved. A six-month spring yield determination has to be completed between now and the implementation of this project to determine the maximum spring yield. A thirty day treat-ability study must be completed to prove to VDH that the treatment system chosen to treat the water can do so. The estimated project cost is \$1.7 million.

Staley Spring will be a great backup water supply for Rural Retreat, Mr. Matney commented. He added the key to the successful development of this spring is the involvement of Smyth County either as a participant or bulk sales customer. Councilmember Mecimore asked if Wythe County can limit Rural Retreat's service if they continue with their plans to build a water line connecting Wytheville to Smyth County and Rural Retreat decides not to participate. Mr. Matney responded our service area can be restricted between Rural Retreat and Smyth County.

VML ANNUAL CONFERENCE REMINDER – The Virginia Municipal League Annual Conference will be held in Roanoke, Sunday, October 18 – Tuesday, October 20. Council members interested in attending were asked to contact the office.

FOIA SEMINARS – The Virginia Freedom of Information Advisory Council will be conducting a one-day seminar in Abingdon on Tuesday, September 29th from 8:30 a.m. to 2:30 p.m. The cost for this seminar is \$35 per person and includes a continental breakfast and lunch. Any council member interested in attending this seminar was asked to contact the office so registrations can be completed as soon as possible.

LEGALIZING THE TOWN SEAL – Town Attorney Michael Sobey is researching the options to restrict the use of the town seal. One question Mr. Sobey asked Mr. Matney was if the council was interested in protecting the seal in the Commonwealth of Virginia or nationwide. Mr. Sobey is to contact the Local Government Attorney's Association to see how other localities have handled this same situation.

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FIRE DEPARTMENT TRUCK – The chassis for the fire department brush/wetland truck is at the dealership in Lewisburg, West Virginia. A check will be issued for the chassis, per the agreement with Vest Sales and Service. The truck will be titled to the town and delivered to Vest Sales and Service for the installation of the fire apparatus.

TEA-21 APPLICATION PROPOSAL – The next TEA-21 application is due December 1, 2009. One proposal has been received to prepare the application and another is expected prior to the next meeting. The proposals will be distributed to the council for review.

Councilmember Schaack stated he had noticed surveying on East Buck Avenue and asked if the sidewalk project was close to starting. Mr. Matney responded the surveying is for the in-town water distribution project. VDOT is waiting for a petition to be filed in court on behalf of Rural Retreat Baptist Church because churches can not donate property, it must be approved by a judge. Mr. Matney stated he has asked Mr. Sobey to prepare the petition so it can be filed on behalf of the church. This will allow the town to move forward with advertising this project.

TREASURER’S REPORT

The bills for September 8, 2009 were read and approved.

TALK OF THE TOWN

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

ADJOURNMENT

There being no additional business for discussion, the meeting was adjourned upon a motion by Councilmember Hash and was duly seconded and approved.

Mayor

Clerk

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