

The Rural Retreat Town Council held a regular scheduled meeting on November 24, 2009, 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
Peggy Hash

ABSENT

Dale Yontz

ADMINISTRATION PRESENT

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

OTHERS PRESENT

Susan Lilly and Jimmy Melton – Ruritan Clubs
Bob Lewis

DETERMINATION OF A QUORUM

Mayor Litz 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 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 November 10, 2009 regular meeting as written. The motion passed by a vote of five (5) for: Scott Mecimore, Keith Crigger, Ed Schaack, Peggy Hash, Jerrell Hall and zero (0) against.

CITIZEN'S TIME

Susan Lilly, District Governor for the Ruritan's Club addressed the Council and asked for permission to form a Ruritan Club in Rural Retreat. She explained the Ruritan's community involvement through various projects that support individuals and organizations. Ms. Lilly stated the first potential meeting date has been scheduled for Thursday, January 7, 2010 and a charter meeting would be held on Thursday, January 14, 2010.

Mayor Litz asked Ms. Lilly if they had received interest from individuals in the Rural Retreat Community. He also asked what type of assistance they are looking for from the town council. Jimmy Melton responded they are mainly seeking names and contact information for potential participants. Ms. Lilly added they are in need of a meeting facility. Mr. Matney suggested the community center and Councilmember Hash recommended the American Legion facility.

By acclamation, the council members endorsed the formation of a Rural Retreat Ruritan's Club.

CORRESPONDENCE

Mr. Matney read a thank you card from Dr. Tommi Malavolti at Blue Ridge Chiropractic. The card expressed their appreciation for the potted plant sent to them for their open house.

POLICE REPORT

Chief Mitchell explained there had been another Star Transportation truck to damage the guardrail at the North Greever Street and East Railroad Avenue railroad crossing. Upon speaking to the Star Transportation dispatcher, he had been directed to take this route and an employee from Mid-Atlantic Manufacturing had done likewise. Chief Mitchell added when the truck was removed from the guardrail he then escorted him to Mid-Atlantic Manufacturing via Gienow Road.

Mr. Matney commented he noticed a Star Transportation truck in the post office parking lot last week. He spoke to the driver and as Chief Mitchell had done he escorted him to Mid-Atlantic Manufacturing via Gienow Road.

UNFINISHED BUSINESS

RESOLUTION FOR TEA-21 SIDEWALK PROJECT – Mr. Matney explained the adoption of this resolution is needed so it can be included with the grant project application. He added the resolution states the Council agrees to pay twenty (20%) percent of the project costs.

Councilmember Schaack made a motion to accept the draft resolution as presented. The motion was seconded by Councilmember Hall. There being no discussion the motion passed by a vote of five (5) for and zero (0) against.

RESOLUTION FOR TEA-21 DEPOT RESTORATION PROJECT – Councilmember Hash made a motion to adopt the draft resolution as written. The motion was seconded by Councilmember Schaack. He then asked what 20% of the cost would equal. Mayor Litz replied based on the approximate figures given by The Lane Group; it would be approximately \$80,000. Mr. Matney added this is an estimate at this time but he hopes to have final figures by Monday. There being no discussion the motion passed by a vote of five (5) for and zero (0) against.

NEW BUSINESS

There was no new business offered for discussion.

COMMITTEE REPORTS

PERSONNEL – Chairman Schaack stated a work session will be held following the conclusion of the council meeting to discuss the Town Manager/Assistant Town Manager position.

HERITAGE DAY – Mayor Litz added the Heritage Day Committee will meet Tuesday, December 8, 2009 at 6:00 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:

TEA-21 DEPOT APPLICATION – Letters of support from local and at-large individuals have been received for submission with the TEA-21 application for the restoration of the Rural Retreat Train Depot.

OUT-OF-TOWN WATER PROJECT – The closing instructions have been requested for this project. There are some easements and right-of-ways that have not been received. A public hearing may be held December 22, 2009 in order to hear comments prior to invoking eminent domain to obtain these easements and right-of-ways.

CHRISTMAS DINNER – The annual Christmas dinner for the town council, employees and retirees has been scheduled for Wednesday, December 2, 2009, 6:00 p.m. at the Rural Retreat Community Center. The meal will be catered by Joey’s Country Kitchen.

CHRISTMAS CHEER – Last year the town council and employees participated in a Christmas cheer program by donating money in which gifts were purchased for a child in need. The employees are interested in participating in this program again this year and have asked for assistance from the Council. Mr. Matney added Vice-Mayor Crigger challenged the council members to personally donate \$20 each last year and he felt this amount could be a starting point this year. All members agreed to donate \$20 each.

CHRISTMAS PARADE – The annual Rural Retreat Christmas Parade will be held on Sunday, December 6, 2009 at 2:00 p.m. The parade is sponsored by the Rural Retreat Fire Department.

JOINT GOVERNING BODIES MEETING – The next Joint Governing Bodies Meeting will be held on Monday, November 30, 2009 at 7:00 p.m. at the Wytheville Meeting Center. A presentation of the Countywide Water Consolidation Study will be given. Mr. Matney stated during the administrators meeting discussion was held on Rural Retreat's water rate structure and potentially consolidating to form a new authority or join the New River Regional Water Authority. He added Rural Retreat's rate structure takes the burden off the low end users versus the structure for Wythe County and Wytheville takes the burden off the high end users.

WELLNESS/FITNESS STUDY – The deadline for Requests for Proposals (RFP's) December 4, 2009. The proposals will need to be evaluated, ranked and interviewed when received.

TERM CONTRACT ARCHITECTURAL & ENGINEERING SERVICES – The Requests for Proposals (RFP's) were reviewed by Councilmember Mecimore and Mr. Matney. Councilmember Mecimore stated other than Anderson and Associates, Inc. and The Lane Group; he had ranked Mattern & Craig high. Councilmember Schaack made a motion to write a term contract with Mattern & Craig. The motion was seconded by Vice-Mayor Crigger and passed by a vote of five (5) for and zero (0) against.

JIDA ANNUAL AUDIT – The annual audit report has been received from the Joint Industrial Development Authority and is available for review.

2008/2009 ANNUAL AUDIT – The Town's 2008/2009 Annual Audit has been completed and the full report has been received.

WATER ACCOUNTABILITY – The water accountability report for October has decreased from 35% to 31%.

WYTHE COUNTY LEGISLATIVE DINNER – Wythe County is sponsoring a Legislative Dinner on Monday, December 7, 2009 at 6:30 p.m. at the Wytheville Meeting Center.

TREASURER'S REPORT

The bills for November 24, 2009 were read and approved.

TALK OF THE TOWN

Councilmember Hash 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 Schaack and was duly seconded and approved.

Mayor

Clerk