

The Rural Retreat Town Council held a regular scheduled meeting on January 12, 2010, 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  
Peggy Hash

### **ABSENT**

Jerrell Hall

### **ADMINISTRATION PRESENT**

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

### **OTHERS PRESENT**

Wilma Justus and daughter  
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 Dale Yontz, seconded by Councilmember Scott Mecimore to approve the minutes of the December 22, 2009 regular meeting as written. The motion passed by a vote of four (4) for, zero (0) against and one (1) abstention: Keith Crigger whom was absent from the meeting.

### **CITIZEN'S TIME**

Those present did not wish to address the council.

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### **CORRESPONDENCE**

Mr. Matney read a letter from the Friends of the Rural Retreat Public Library requesting financial assistance toward the installation of a new roof on the library building. The request stated the Friends own the building and surrounding property and are responsible for maintenance, upkeep and library programs. The Wythe-Grayson Regional Library funds the staff and library contents.

Mayor Litz asked Finance Committee Chairperson Keith Crigger if he thought this request should be acted upon or taken into consideration during the 2010-2011 Fiscal Budget process. Chairperson Crigger asked the council members for their opinion on this request. Following discussion, the consensus was for Mr. Matney to request additional information on the cost of this project by the Friends of the Rural Retreat Public Library and to report back at the next meeting. This item is to remain as unfinished business.

The Rural Retreat Historical Society submitted a letter of appreciation for the towns continued support of the 5K Pepper Run and the Historical Society.

### **POLICE REPORT**

Chief Mitchell explained the monthly activity report for December in which he noted he assisted the Wytheville Police Department with the hostage situation at the post office. He also explained the 2009 year end activity report.

Chief Mitchell added he has spoken to a few citizens concerning insufficiencies with 911 addresses not being properly displayed. Those he has spoken to are to be correcting their address display.

### **UNFINISHED BUSINESS**

**POLICE AUXILIARY** – Mr. Matney stated he had spoken to a representative with the Virginia Municipal League Self Insurance Group regarding the liability of adding an auxiliary police officer. He was told there would be no liability issues if the individual was trained under supervision. Chief Mitchell explained he had spoken to the individual and his certification expired in November 2009. Certification can be obtained by spending 40 hours at the academy because it has been less than three years since the certification has expired and sidearm certification would be needed.

Mr. Matney explained the council needs to take into consideration the potential expense of adding an auxiliary officer. Chief Mitchell added the expense would include a sidearm and if desired uniforms and a vest. Vice-Mayor Crigger stated the Wythe County Sheriff's Office covers Rural Retreat when Chief Mitchell is not on duty. Chief Mitchell commented the advantage of adding an auxiliary officer would be when he is on vacation or needs to be off for several days then the officer could be on duty. Councilmember Mecimore expressed concern about the potential invested expense and if the individual took a full time position elsewhere.

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Discussion continued and the council asked input from former Chief Bob Lewis. Mr. Lewis stated previously an auxiliary officer was required to be with an officer at all times. He added the auxiliary officer now has to be paid for time worked. Mayor Litz thanked Mr. Lewis for his input and asked Chief Mitchell to speak to the interested individual to obtain more information.

COMMUNITY WARNING SYSTEM – Mr. Matney asked the council members if they had any questions or concerns on the proposals for a community warning system after reviewing both. Councilmember Schaack inquired about the low bid and asked if it contained one siren. Bob Lewis, who has been assisting with this project, responded by stating it has one siren with five horns. Councilmember Mecimore asked if this would be sufficient to cover the town. Mr. Lewis stated if the information provided was accurate then the coverage area would be more than sufficient.

Vice-Mayor Crigger asked if a company representative could be brought in to answer questions from the council. Mr. Matney explained he had spoken to a representative and the company is based in Milwaukee, Wisconsin but they had discussed conducting a conference call. Mr. Matney stated if council preferred, a conference call could be held and a decision could be made at the next meeting.

Councilmember Schaack asked if the system allowed for voice broadcasting. Mr. Lewis responded no, the higher bid included a system with voice broadcasting. He also suggested the town allocate money for future education of the town citizens on the system. Councilmember Mecimore asked if there was a deadline on the grant money from USDA Rural Development. Mr. Matney responded no.

A motion was made by Councilmember Schaack to accept the low bid for the community warning system. The motion was seconded by Vice-Mayor Crigger and passed by a vote of five (5) for and zero (0) against.

### **NEW BUSINESS**

There was no new business offered for discussion.

### **COMMITTEE REPORTS**

HERITAGE DAY – Chairman Yontz stated the committee is continuing their work and are waiting for information from the Dr. Pepper Corporation regarding funding for this year's event. The next meeting will be held Tuesday, January 26, 2010 at 6:00 p.m.

PERSONNEL – Chairman Schaack stated he had some items for the council's consideration on the Town Manager/Assistant Town Manager position. He explained Mr. Matney has been with the town for 38+ years and has said he will retire in two years. Chairman Schaack stated he has some proposals for the council's consideration: 1. boost Mr. Matney's salary to the new town manager salary expectations; 2. at the end of two years purchase additional retirement years with

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Virginia Retirement System (VRS) for approximately \$7,000-\$8,000 per year; 3. allow Mr. Matney to work 14 days per year upon retirement and in return he will receive a portion of his salary. Chairman Schaack asked the council members to consider these options or to present others. He added he has spoken to Mark Flynn with the Virginia Municipal League (VML) and he had provided him with information and additional sources that will assist in this process. Mayor Litz thanked Councilmember Schaack for his work.

Councilmember Mecimore asked Mr. Matney if he knew how much his monthly retirement would increase if the additional years of service were purchased. Mr. Matney responded he was unsure and he would have to check into the difference. Vice-Mayor Crigger asked Mr. Matney if the two years he has given was dependent on his health. Mr. Matney responded yes. Vice-Mayor Crigger asked if the Personnel Committee had developed a timeline for advertising and hiring. Chairman Schaack responded the committee plans to hire a town manager in two years but a timeline for the hiring has not been developed. Vice-Mayor Crigger stated the item needs to be included in the next budget and the new person coming in needs to work with Mr. Matney to learn the town's operations.

### **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:

**WATER LEAKS** – There have two significant water leaks repaired since the last council meeting. Both leaks have been on the water line from the water treatment plant to Rural Retreat Lake. Approximately 500,000 gallons of water were being pumped per day until the leak was located and repairs were completed.

**JIDA'S INDUSTRY TENURE AWARDS** – The Joint Industrial Development Authority will be conducting a tenure awards ceremony at the Wytheville Meeting Center on Thursday, January 28 at 12:00 noon. Dr. Charlie White, President of Wytheville Community College will be the keynote speaker. Positive RSVP's must be submitted no later than January 18<sup>th</sup>. Rural Retreat Mills will be recognized with a tenure award.

**THE CROOKED ROAD** – The Heritage Music Trail and the Southwest Virginia Cultural Heritage Commission will be conducting an informational meeting on Thursday, January 28, 12:00 noon at the Wytheville Meeting Center. Mr. Matney suggested the town become involved in The Crooked Road because it could potentially bring events to the Pepper Stage and would aid in promoting Rural Retreat. The council members were asked to contact the town hall no later than January 20 if they were planning to attend this meeting.

**OUT-OF-TOWN WATER PROJECT** – One of three outstanding easements for the out-of-town water project was signed today. Cathy Lovelace has requested a free water tap at a vacant lot on Parsonage Avenue in exchange for signing the easement for the property owned on Rural Retreat Lake Road. Dennis Fallon has not signed the easement for his property on Rural Retreat Lake Road either.

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Mr. Matney explained historically during a water expansion project, property owners are offered a connection to the town's water service at no charge as an incentive to connect during construction in which at the time all fees are waived. Wythe County has a mandatory water connection ordinance that will require property owners to connect to Rural Retreat's water system however; the owners would be required to pay the \$1,900 fee the town charges for out-of-town connections unless Council chooses to offer the connections at no charge. Vice-Mayor Crigger made a motion to offer new water connections to property owners affected by the out-of-town water project at no charge. The motion was seconded by Councilmember Yontz and passed by a vote of four (4) for and zero (0) against.

TEA-21 SIDEWALK/BIKEWAY PROJECT – The right-of-ways for this project have been certified and sent to Richmond. An authorization to bid has been requested.

MUNICIPAL ELECTIONS – Town elections will be held May 4, 2010. The filing deadline is March 2, 2010. Filing packets will be available at the town hall for those currently serving on the council and citizens who wish to file for a council seat.

BOARD OF ZONING APPEALS – Upon reviewing the Board of Zoning Appeals member list, it was discovered that two member's terms have expired. The appointment of Harold Foglesong expired November 30, 2008 and William K. Jones expired November 30, 2009. Councilmember Mecimore made a motion to reappoint Harold Foglesong and William K. Jones to the Board of Zoning Appeals pending approval by Wythe County Circuit Court.

WELLNESS / FITNESS CONCEPTUAL STUDY – A copy of the proposal submitted by Thompson & Litton was distributed for review. A representative with the firm offered to attend the meeting to address questions and concerns from the council. Mr. Matney stated he felt the council needed to review the submitted information prior to meeting with a representative. He suggested the council appoint a community committee to work with Thompson & Litton during the study and to evaluate the final report upon completion. Additional discussion was held and Council members Schaack, Hash and Mecimore are to represent the Council on this committee. Citizens in the community suggested to work on this study were Ricky Hilton, Kristen Shumate, Steve Sage and Sheila Davenport. A letter requesting participation will be mailed to these individuals.

WATER TREATMENT PLANT – An air compressor at the water treatment plant has broken down. A decision was made to replace the compressor for \$7,500 instead of rebuilding it. The second compressor will possibly be replaced for the same amount.

ARCET WELDING AND SUPPLIES – Councilmember Schaack asked for an update on the opening of Arcet Welding and Supplies at the Staley Crossroads area. Mr. Matney responded he had spoken to Parker Dillard before Christmas and he stated they would be opening in the near future but did not provide an approximate date.

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**TREASURER’S REPORT**

The bills for January 12, 2010 were read and approved.

**TALK OF THE TOWN**

Town Manager 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 Vice-Mayor Crigger and was duly seconded and approved.

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Mayor

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Clerk