

The Rural Retreat Town Council held a regular meeting on January 11, 2011, 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

Chuck Sullins; Guyler and Wilma Justus; Rev. Rick Byerly – Grace Baptist Church

DETERMINATION OF A QUORUM

Mayor Litz called the meeting to order and determined a quorum was present.

INVOCATION

The invocation was given by Rev. Rick Byerly.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Litz.

APPROVAL OF MINUTES

A motion was made by Vice-Mayor Crigger, seconded by Councilmember Yontz to approve the minutes of the December 14, 2010 regular meeting as written. The motion passed by a vote of four (4) for: Crigger, Hash, Schaack, Yontz; zero (0) against; one (1) abstention: Mecimore; one (1) absent: Hall.

CITIZEN'S TIME

Those present did not wish to address the Council.

COUNCIL MEETING MINUTES – JANUARY 11, 2011 – PAGE 2

Prior to continuing with the agenda, Mayor Litz announced Councilmember Mecimore had requested a moment. Councilmember Mecimore stated he would like to apologize to Mayor Litz, the Council and the citizens of Rural Retreat for his actions at the last meeting. He further stated his actions will not happen again and he hoped his apology would be accepted. Mayor Litz responded the point was well said and well taken. He continued by stating no one works for Tim, he doesn't run the town, all seven people are a team and work for the town's people. Mayor Litz encouraged the councilmember's to vote no on a topic if they disagree and state why they voted no.

CORRESPONDENCE

Mr. Matney reminded the councilmember's of the ribbon cutting ceremony and open house at the Crossroads Medical Campus the following day at 3:00 p.m. He stated he appreciated their presentation at the previous meeting and what they are doing for the community.

POLICE REPORT

Chief Mitchell referenced two activity reports that had been distributed. One report is for the month of December and the other is the year end. The December report reflects increased activity compared to the two previous months. Chief Mitchell explained he had issued one summons to a Star Transportation truck driver who had traveled on East Railroad Avenue and attempted to cross the North Greever Street railroad crossing but struck the crossing arm. He stated he had spoken to the area controller with Star Transportation following this incident and was told the drivers now have instructions at the end of their route sheet that states failure to follow the given directions could result in a citation from local law enforcement. Chief Mitchell also addressed other traffic issues at the Staley Crossroads area he has been monitoring as requested by Mayor Litz. He explained Mayor Litz requested he monitor the traffic in this area due to motorists attempting to beat the change of the traffic light especially traffic turning onto Route 11 toward Wytheville. Chief Mitchell has issued one summons to date because the person was traveling fast enough that they drove through the turning lane on Route 11. Mayor Litz commented he travels through this intersection frequently and has almost been hit more than one time due to people speeding through the turn. Chief Mitchell then referenced the 2010 year end activity report. He noted there was a slight increase in activity but not a considerable one.

UNFINISHED BUSINESS

PROPOSED TOWN NEWSLETTER – Councilmember Yontz reported there hadn't been any work on this due to other projects.

NEW BUSINESS

There were no items offered for discussion.

COUNCIL MEETING MINUTES – JANUARY 11, 2011 – PAGE 3

COMMITTEE REPORTS

HERITAGE DAY – Chairman Yontz reported he is waiting to receiving information on items that will be presented at the next meeting. Mr. Matney also reported the contract has been signed and returned for Joe Diffie which will be the main entertainer for Saturday's activities.

FINANCE & APPROPRIATIONS – Mrs. Guynn reported Robinson, Farmer, Cox Associates began working in the office today and should complete the audit by Thursday.

PERSONNEL – Chairman Schaack reported he emailed the advertisement for the Town Manager position to the councilmember's and administration that will be published in the Virginia Municipal League (VML) magazine and on the Virginia Employment Commission (VEC) website. He received some suggestions from Lori Guynn concerning typos to be corrected. Chairman Schaack asked if anyone had other suggestions for the advertisement. He reported the ad will need to be submitted to VML by January 14 and will be posted online within a few days and will be published in next month's magazine. The position listing will be posted on the VEC website soon. Councilmember Mecimore asked what the set deadline was to accept applications. Councilmember Schaack responded March 15. Councilmember Mecimore then asked if a minimum number of candidates had been set to narrow down to for interviews. Mr. Matney commented he felt the field of applicants should be reviewed before deciding that but a minimum of three if they are well qualified. Chairman Schaack commented previous discussion had been held on creating a brochure but most of the information is already included on the town's website. He suggested adding a mission statement which needs to be created, pictures of schools, some churches and Klöckner along with the town manager position information to the town's website. Mr. Matney suggested extending the application deadline to allow for more of a time frame for applicants because the March 15 deadline only allows a month and a half. Chairman Schaack concurred and extended the deadline to April 1.

TECHNOLOGY – Chairman Mecimore reported the committee will meet following the next council meeting pending weather conditions. If unable to meet, the committee will meet following the first council meeting in February.

Mayor Litz asked Councilmember Hash if she had anything to report on the rescue squad. Councilmember Hash reported there is an issue with snow removal. She commented it was her understanding the town crew would clear the parking lot when the parking lot at the fire department was done. Mr. Matney responded the town is clearing the rescue squad lot. Councilmember Hash stated she was told at the rescue squad meeting they are hiring someone to clear the snow. Mr. Matney responded the town crew may not have cleared the snow during the first snow event before Christmas but has been since. Councilmember Hash responded the rescue squad personnel reported at the meeting they were shoveling the parking area during the snow the past weekend when the town crew was clearing the fire department lot and the crew member drove by and went to the library. Mr. Matney stated he would follow up on this matter.

COUNCIL MEETING MINUTES – JANUARY 11, 2011 – PAGE 4

TOWN MANAGER’S REPORT

The Town Manager’s report is attached and hereby made a part of these minutes. The following items were discussed and/or acted upon:

REGIONAL HAZARD MITIGATION PLAN – The Mount Rogers Planning District Commission sponsors this plan which is a requirement by FEMA if localities want to be eligible for funding in the time of a disaster. The town has participated in the past but the plan needs to be updated. The MRPDC will write this plan at no charge for the jurisdictions. Two people need to be appointed to the Advisory Committee. Customarily the appointees are the town manager and the director of emergency services or the fire chief. Councilmember Mecimore made a motion to appoint Town Manager Raymond Matney and Fire Chief David Evans to serve on the Mount Rogers Planning District Commission Regional Hazard Mitigation Plan Advisory Committee. The motion was seconded by Councilmember Yontz and passed by a vote of five (5) for: Crigger, Hash, Mecimore, Schaack, Yontz; zero (0) against; one (1) absent: Hall.

REQUEST TO VACATE 30 FOOT RIGHT-OF-WAY – Nancy Barrow, owner of the former Dr. Harlow Bailey property, is requesting a 30 foot public right-of-way be vacated that was created off of Maple Avenue when the land was previously subdivided. There is no public interest in right-of-way. A copy of the plat and ordinance to vacate the right-of-way was distributed for review. This requires a Joint Public Hearing with the Rural Retreat Planning Commission and adoption of the ordinance. The Joint Public Hearing will be scheduled for the first Council meeting in February.

TEA-21 SIDEWALK PROJECT – Work on this project has come to a stop due to the weather. During the construction several issues with water lines locations have been discovered resulting in the need to relocate those lines to accommodate the storm drainage structures. The Phase 7 kick off meeting was held today with representatives from VDOT. If additional funds are awarded to Rural Retreat, the project phase should be placed out for bids late this year or early next year. Phase 7 will build sidewalks and drainage structure on East Buck Avenue from North Greever Street to the Rural Retreat Agricultural Building and on Evergreen Avenue.

IN-TOWN WATER PROJECT – The contractor is unable to work due to the weather and the work zone location. Construction is in progress on West Lee Highway.

OUT-OF-TOWN WATER PROJECT – The contractor is continuing to work but work is limited to filling and pressure testing lines. The contractor is desperately trying to get a section of water line on Gienow Road in service to serve the new Dalton Enterprises facility because the facility can’t be occupied until they have fire suppression.

VDH PLANNING GRANTS – The Phillipi Spring #1 planning grant has previously been closed out. The Phillipi Spring #2 grant is ready to be closed. This spring is now ready for construction if the additional water source is needed in the future. The Gienow to Rural Retreat Elementary School campus water line project has been completed and closed. The completion of the line has significantly increased water hydraulics to RRES and the West Lee Highway corridor while also

COUNCIL MEETING MINUTES – JANUARY 11, 2011 – PAGE 5

improving fire flow to RRES. The Staley Spring planning grant is ready to be closed out. During the early spring, the town, Wythe County and Smyth County should consider conducting a pilot study by sharing the cost which is estimated at \$10,000. The pilot study is required by the Virginia Department of Health.

MONTHLY STATUS REPORT – The monthly status report is available for review.

RECENT SNOW EVENTS – The addition of the one-ton dump truck has proven to be a great addition. It has decreased the amount of time needed to clear snow from the streets in town and had added another chemical spreader box.

JOINT GOVERNING BODIES MEETING – The next Joint Governing Bodies meeting will be held January 31 at 7:00 p.m. and hosted by Rural Retreat. Councilmember Mecimore asked what was decided on joining the water systems. Mr. Matney responded Rural Retreat will be interconnected to the Wytheville system but we will not be part of the county wide water authority. Work is continuing with Smyth County to develop Staley Spring.

TREASURER’S REPORT

The bills previously paid for December 29, 2010 were read and the bills for January 11, 2011 were read and approved. Councilmember Hash questioned the need to keep electricity on the caboose. Mr. Matney responded the electricity isn’t used and could be disconnected.

TALK OF THE TOWN

Councilmember Yontz 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