



AGENDA
Joint Governing Bodies
Town of Wytheville
Wythe County
Town of Rural Retreat
Monday, January 30, 2012, at 7:00 P.M.
Wytheville Meeting Center
333 Community Boulevard
Wytheville, Virginia 24382

- A. INVOCATION—VICE-MAYOR JACQUELINE K. KING**
- B. CALL TO ORDER—MAYOR TRENTON G. CREWE, JR.**
- C. ESTABLISHMENT OF QUORUM—MAYOR TRENTON G. CREWE, JR.**
- D. PLEDGE OF ALLEGIANCE—COUNCILMAN JACK W. HUNLEY**
- E. MINUTES OF THE JOINT MEETING OF AUGUST 29, 2011**
- F. CITIZENS' PERIOD**
- G. OLD BUSINESS**
- H. WYTHE COUNTY**
 - 1. To be announced
- I. TOWN OF RURAL RETREAT**
 - 1. To be announced
- J. TOWN OF WYTHEVILLE**
 - 1. Water Project commences
 - 2. Virginia Department of Transportation awards construction of Community Boulevard
- K. ADJOURNMENT**

**MINUTES OF THE MEETING OF THE JOINT GOVERNING BODIES OF THE
TOWN OF RURAL RETREAT, THE TOWN OF WYTHEVILLE, AND WYTHE COUNTY
HELD IN THE COUNCIL CHAMBERS OF THE RURAL RETREAT TOWN HALL
ON MONDAY, AUGUST 29, 2011, AT 7:00 P.M.**

PRESENT - WYTHE COUNTY BOARD OF SUPERVISORS

Chairman Wythe B. Sharitz, Vice-Chair Martha P. Umberger, Margaret O. Poole, Gary M. Houseman, Danny C. McDaniel, Coy L. McRoberts, County Administrator Cellell Dalton, Assistant County Administrator Stephen Bear

ABSENT - WYTHE COUNTY BOARD OF SUPERVISORS

B. G. Horney, Jr.

PRESENT - TOWN OF WYTHEVILLE

Mayor Trenton G. Crewe, Jr., Vice-Mayor Jacqueline K. King, H. Judson Lambert, Jack Hunley, Tommy Hundley, Town Manager C. Wayne Sutherland, Jr.

ABSENT - TOWN OF WYTHEVILLE

None

PRESENT - TOWN OF RURAL RETREAT

Mayor Timothy G. Litz, Dale T. Yontz, Peggy Hash, Town Manager Raymond Matney, Interim Town Manager Michael S. James, Town Clerk/Treasurer Lori C. Guynn

ABSENT - TOWN OF RURAL RETREAT

Vice-Mayor A. Keith Crigger, Edward Schaack, Jerrell R. Hall, Scott Mecimore

OTHERS PRESENT

Charles G. Crockett, J. Daniel Challgren, Mike Forrest, Bill Smith, Oliver McBride, Linda Meyer, Alan Hawthorne, J. D. Hancock, Beth Crigger

CALL TO ORDER, INVOCATION, PLEDGE

Mayor Litz called the meeting to order and established that a quorum of members was present. The invocation was provided by Reverend Gary Houseman. Mayor Litz led the Pledge of Allegiance.

MINUTES OF JANUARY 31, 2011

Mayor Litz stated the next agenda item is the approval of the minutes of the joint meeting of January 31, 2011. A motion was made by Mayor Crewe and seconded by Vice-Mayor King to approve the minutes of the joint meeting of January 31, 2011. Mayor Litz asked if there was any discussion. There being none, the motion was approved unanimously.

RE: CITIZENS' PERIOD

Mayor Litz noted the next item on the agenda was Citizen's Period. He asked if those present wished to address the Governing Bodies. Bill Smith introduced himself and addressed the Governing Bodies on behalf of small businesses owners. He stated he had previously served on the Board for the Small Business Incubator or the Southwest Regional Enterprise Center as it is now known. He continued by stating he missed the previous meeting of the SREC and was elected Chairmanman in his absence. He introduced other

Board members that were in attendance including Charles Crockett and Daniel Challgren, representatives for the Town of Wytheville and Alan Hawthorne, representative for Wythe County. Mr. Smith stated there were two other individuals that were assisting the SREC, Mike Forrest, Business Analyst and he is also handling business counseling for start up and young businesses that are expanding. Dr. Oliver McBride, Executive Director of the Crossroads Institute in Galax was introduced by Mr. Smith. Mr. Smith stated Dr. McBride is also serving as the Director of the SREC. He continued by explaining there is concern about whether a Small Business Incubator is needed and pointed out that large business are not hiring people back like what was originally thought would occur. He added for every dollar spent in a big box store only \$.16 stays in the local economy compared to \$.32 spent with small businesses according to the US Small Economic Business Census. Dr. McBride addressed the Governing Bodies and stated he wanted to share a statement that he had borrowed which reads the future of every community lies in capturing the energy, imagination and passion of its people. He added the purpose of the SREC is to develop small businesses in the area. Dr. McBride referred to the SREC website www.srecvirginia.org and mission statement. He pointed out the communities that are partnering with the SREC and the two regional locations and added this is a regional partnership. Dr. McBride thanked the Governing Bodies for gathering to discuss issues important to the region and for allowing the SREC to give a presentation. Mayor Litz thanked the SREC Board members for their presentation and stated as owner of a small business he understands the need for their services.

RE: OLD BUSINESS

WELLNESS/FITNESS FEASIBILITY STUDY – Mayor Litz asked Town Manager Matney to address this agenda item. Mr. Matney introduced Gary Cody, the Director of Parks, Recreation and Tourism for Wythe County. He noted he and Michael James had met with Mr. Cody the previous week to discuss the Wellness/Fitness Feasibility Study that was presented at the previous Joint Governing Bodies meeting. He added this study is ready to be taken to the next level. Mr. Matney asked Mr. Cody to comment on the study. Mr. Cody stated he had received a copy of the conceptual study and plans earlier in the day and he is looking forward to making this happen. Mr. Matney stated he had put Mr. Cody on the spot by asking him to address the study. He also stated all members of the Governing Bodies had received a copy of the study and further stated that now it needs to be reviewed and determine how to make it happen and to move the plan to the next level for the future. Additional needs that should be addressed are those that are not being met by the centers in Smyth County or Wytheville, Mr. Matney noted. He asked that the study not fall through the cracks because the study is not trying to be in competition with the surrounding centers. Mr. Matney further noted the Town is looking forward to working with Wythe County to serve the needs of citizens in the western end of the county.

There being no additional items to be address, Mayor Litz proceeded with the agenda.

WYTHE COUNTY

Mayor Litz turned the meeting over to Chairman Sharitz.

RE: NEW STAFF

Chairman Sharitz stated the County is pleased to introduce two new staff members:

The first is Mr. Bruce Grant, the Finance and Budget Director for Wythe County. Mr. Grant comes to the County after a stint in the consulting world, prior to that he was the finance director for Western Virginia Water Authority. Chairman Sharitz asked Mr. Grant to address the Governing Bodies. Mr. Grant stated he is looking forward to working in the community and meeting the people. He added he was glad to be in Wythe County.

The next new staff member is Mr. Gary Cody, the Recreation and Tourism Director. We were fortunate to be able to hire Mr. Cody away from the City of Martinsville and have him return to his roots here in the mountains.

We are thrilled that we have been able to add these two quality people to our staff. From tens of applicants these two emerged as the best. We feel that their attributes will provide Wythe County citizens a positive addition to the staff that we currently have and allow others to focus on the bigger picture of the County as these two practices their specialties.

We have challenged Mr. Grant to work thru the maze of GASB rules and regulations to ensure Wythe County remains compliant with today's auditing requirements, and for Mr. Cody to continue to meet the demands of youth programming in Wythe County but also to develop programs for the underserved adult population and to do so within the framework of our existing facilities and opportunities.

Chairman Sharitz stated Wythe County had additional items to report but he is going to ask the Board members to assist with the report.

RE: WYTHE COUNTY OFFICE BUILDING

Supervisor McDaniel reported the new building at the Wythe County Courthouse complex will have approximately 30,000 square feet on three floors. The facility will house the Virginia Department of Health, Department of Social Services, the Emergency Operation Center, and Consolidated Dispatch under one roof. The construction has been ongoing for several months and this week the masons have begun laying the block and brick.

The emergency operation and consolidated dispatch center will be provided with emergency power and will be able to operate off the electrical grid in the case of a natural disaster.

An essential portion of the construction was to construct an elevator in a timely fashion that will eventually serve the new building but constructed in manner that will provide handicap accessibility to the existing structure. While this seems relatively simple the requirement to have multiple floor levels and be operational was quite a task. Today the new elevator met all tests and requirements and was placed into service. The staff at DSS is very relieved they can now meet with clients on both floors of the existing building.

The schedule calls for the building to be completed and ready for occupancy in spring of 2012.

Phase 2 of the project will provide for the complete renovation of the existing building that once housed Wytheville Community College and will be the future home of the Wythe County Treasurer and Commissioner of Revenue.

The parking lot now being used for a construction staging area will be resealed and striped and will become the visitor parking lot for the new building. Phase 2 of the project will be completed in the fall of 2012.

The total cost of the project is approximately \$5,000,000.

PROGRESS PARK - LOT 24

Supervisor Roberts reported the \$6,000,000 of offsite work has been designed and portions of the project bid and awarded. The railroad grading has been bid and awarded to Branch Highways and will be graded this fall. The road project will be rebid in January for the 2012 construction season. The wastewater project will be advertised and bid in September for a fall construction. The offsite work has been funded by a \$3,000,000 MEI grant, TROF funds, MRPDC and VDOT. The construction should be completed to coincide with the completion of the \$14 million grading project on Lot 24.

At a cost of over \$20,000,000 dollars this investment is being marketed aggressively by Virginia. This site is one of a kind in southwest Virginia with amenities such as dual fed power with dedicated substation, multiple gas lines, redundant water sources, rail access, dual access for transportation, multiple fiber optic provider's, wastewater service and capable of handling a two million or more square foot building.

Chairman Sharitz pointed out this project is quite an undertaking and he compliments the Board of Supervisors for looking ahead and preparing for better things to come

RE: WYTHEVILLE TO RURAL RETREAT WATER LINE

Supervisor Poole reported the project got off to a great start with a groundbreaking near Williams Orchard and was well attended. We appreciate the support from both Towns at the event.

The 41,000 linear feet of twelve-inch water line will serve the Route 11 and Wythe Race Way areas of Wythe County. The construction was initiated at the Wytheville corporate limits and has progressed to the area near the Lebanon Lutheran Church. The contractor's for the water main portion of the contract is Prillaman and Pace. The contractor for the 500,000 gallon water storage tank near the race track is Mid-Atlantic Storage. The project will be completed in the summer of 2012 and will serve approximately 200 new customers and will serve as the main transmission line for the interconnection to Speedwell and a redundant source for the western end of the County. The project cost is approximately \$5,500,000. The competitive bids received have allowed a change order to be considered to construct the water main near the Black Lick Road on the north side of the Interstate. An initial citizens meeting was held at Lebanon Lutheran Church on August 25, 2011, and was attended by 48 residents that live between the Wytheville Corporate limits and South Fork Drive who will be able to connect to the system later this year.

A second citizen meeting will be conducted in the spring to update everyone on the western end of the construction progress and when the rest of the project will be completed and ready for service. A web site with the construction progress will soon be available on www.wytheco.org. The website will contain frequently asked questions concerning the requirements to connect to the water main.

RE: OLD SCHOOL ROAD WATER PROJECT

Supervisor Umberger reported the new eight inch water main, pump station and appurtenances will serve approximately 50 residents on Old School Road, Fox Den Road areas of Wythe County. The project cost approximately \$1,000,000 and the low bid from Steve Martin Construction has allowed the County to issue a change order that will provide for an additional mile of eight-inch line that will serve additional customers and loop the line to provide water flow from two directions.

RE: SPEEDWELL WATER PROJECT

Supervisor Houseman reported the first phase of the project is currently under design and will serve the Old Stage, Crockett and Speedwell areas of the County. The project cost approximately \$5,000,000 with over half of the amount to be grant funds. The project design should be complete and ready for advertising and bidding by January with construction to start in early 2012.

The second phase of the project will interconnect with the Town of Wytheville system on Route 21 at Reed Creek near the existing water treatment plant and will provide a redundant source and flow for the Speedwell and Rural Retreat areas.

RE: ROUTE 69 WATER PROJECT

Chairman Sharitz reported the County's contractor is finalizing the installation of over 120 water connections along Route 69. The water main was a joint project with Carroll County with Wythe County maintaining ownership of 24% of the lines capacity.

RE: FUTURE WATER AND WASTEWATER PROJECTS

Chairman Sharitz reported the County's consultant is currently completing the design of a wastewater collection system for the Exit 86 area on Interstate 81. The new line will provide wastewater service to numerous businesses in the area and provide a wastewater service to an area that has experienced failing systems in the past few years.

We are moving forward with the design of a water line that will serve the Jackson School area. The school and residents have been experiencing deterioration of their wells by either hydro carbons or surface water influence.

We are in the process of soliciting proposals for the engineering services necessary to evaluate the extension of water mains into the Patterson and Barren Springs areas of the County.

RE: REASSESSMENT

Chairman Sharitz referred to the residential reassessment visits progress map that had been distributed to the Governing Bodies and reported Blue Ridge Mass Appraisals has completed over 90 per cent of the residential appraisals in the county. A copy of the map showing the progress of reassessment is available for viewing at www.wytheco.org. The commercial reassessment has just begun with a completion date of late fall. It is anticipated that the reassessment notices will be mailed in early November and the Board of Assessors will hear appeals in late November and early December. The reassessment will be used to print the 2012 tax tickets and to develop the 2012 budget.

Prior to proceeding with the agenda, Councilmember Hunley inquired about the Wytheville to Rural Retreat water line that has been installed to Lebanon Church. He asked if a connection fee had been established. Supervisor Houseman responded the fee had been reduced to \$350. Administrator Dalton added this reduction is from the original fee of \$1,000 and has been reduced during construction. Mayor Litz commented he is glad to see the fee had been reduced and there are a lot of people looking forward to the line being completed, including Supervisor Houseman. Chairman Sharitz commented if this project had been done several summers ago, it would have been welcomed with open arms.

TOWN OF WYTHEVILLE

Mayor Crewe reported on behalf of the Town of Wytheville. He noted he had one item to report.

RE: TOWN'S ELECTRONIC NEWSLETTER

For the past several years, the Town of Wytheville has been publishing two informational pieces that are sent to citizens. One is known as the Wytheville Observer, which provides news and updates about various municipal activities. The second publication is produced by the Town of Wytheville Department of Parks and Recreation and provides a complete overview of all programs and activities conducted by the department as well as activities within the Community Center. In an effort to be more environmentally friendly and to reduce publication expenses, we have changed the format of these publications to be Internet based. Both publications are available by visiting the Town's webpage or by looking for the link on the Town's Facebook page. We will have limited numbers of black and white copies available in both the Municipal Building as well as the Community Center.

Any citizens who would have any questions with regard to the new process should contact the Municipal Office.

Mayor Crewe stated the two new employees for Wythe County have been introduced and the new employee for the Town of Rural Retreat will be present in a few minutes but he would like to congratulate all three on their employment and to offer the Town of Wytheville's assistance to all three on behalf of the Town and staff. He also congratulated the Town of Rural Retreat on their Heritage Days Festival.

TOWN OF RURAL RETREAT

Mayor Litz introduced Michael James and stated he is the new and upcoming Town Manager. He stated Mr. James has come to Rural Retreat from Boone, North Carolina, but is originally from Jacksonville, North Carolina. Mayor Litz stated the Town is very proud of Michael and commented on him having great people skills which are a great asset when dealing with the public. Town Manager Matney stated he is looking forward to assisting Michael in beginning his career in Rural Retreat and expressed his excitement on Mr. James taking Rural Retreat to the next level.

RE: SIDEWALK / BIKEWAY PROJECT

Phases 4, 5, and 6 of this Transportation Enhancement Project have been completed, providing pedestrians much improved sidewalks along East Buck Avenue, East Railroad Avenue and Catron Street. Mayor Litz commented this project is taking place near the high school. He asked Mr. Matney to explain Phase 7 of this project. Mr. Matney explained this phase is being designed and will improve sidewalks continuing on East Buck Avenue from North Greever Street to the campus of the Rural Retreat High School and Rural Retreat Middle School. Additionally, new sidewalks will be installed along Evergreen Avenue from North Greever Street to the parking areas for the Rural Retreat High School Gym and Auditorium.

RE: WATER IMPROVEMENT PROJECTS

OUT-OF-TOWN – This project has been completed as originally designed; however due to the attractive bids received we have been able to add a water line on Ridge Avenue to Myrtle Lane to connect our existing distribution line on Ridge Avenue. Additionally, we will be able to provide electrical upgrades to our water treatment plant. Mayor Litz commented this project was possible due to partial grant money therefore the town was able to waive connection fees on this project.

IN-TOWN – This project is nearing completion with construction of the water main along West Lee Highway. Mayor Litz commented this project has aided in improving fire protection and reducing the number of leaking water lines which has resulted in an improvement in water accountability.

STALEY SPRING PILOT – The treatability study has been completed on Staley Spring. This pilot study was jointly funded by Wythe County, Smyth County and the Town of Rural Retreat. Before pursuing funding for this project the three governing bodies will need to enter into an agreement that will detail the sharing of construction cost, operational / maintenance cost and source capacity. Mayor Litz added this project emphasizes water services west of Rural Retreat toward Smyth County. Mr. Matney commended Wythe County and the Town of Wytheville for extending water services on West Lee Highway.

RE: HERITAGE DAYS CELEBRATION

The Rural Retreat Community enjoyed a very successful 100th Anniversary Celebration this year. We are most appreciative for the many generous sponsors that made this event possible. Very special thanks to our major corporate sponsor, the Dr. Pepper Corporation.

We would also like to express our appreciation to the Town of Wytheville and the Department of Museums for their continued support. Mayor Litz commended Councilmember Yontz who serves as Chairman of the Heritage Days Festival.

RE: OTHER MATTERS

Mayor Litz commented that in the past six months our communities have had two near misses with a hurricane and earthquake and one near disaster with a tornado damaging neighboring counties. He challenged the Governing Bodies to take on an attitude of cooperation on how situations are handled. Mayor Litz referred to recent newspaper articles written about the Town of Wytheville because they do not have a warning system in place. He extended Rural Retreat's assistance to the other localities in providing information about the warning system.

RE: OCTOBER 31, 2011, JOINT GOVERNING BODIES MEETING

Mayor Crewe noted the next Joint Meeting falls on Halloween and suggested the meeting be dispensed with.

Vice-Mayor King made a motion, seconded by Councilmember Yontz to dispense with the next Joint Governing Bodies Meeting on October 31, 2011. The motion passed unanimously.

Mayor Crewe also commented on the number of people in the audience and pointed out all three of the Governing Bodies do get along well and assist each other though they do enjoy joking with each other, they come together when business must be handled.

RE: ADJOURNMENT

The next Joint Governing Bodies meeting will be held January 30, 2012, and will be hosted by Wytheville.

County Administrator Dalton asked that the Wythe County Board not adjourn due to business they must act upon following the meeting.

There being no further business to discuss, a motion was duly made, seconded, and carried to adjourn the meeting.

Timothy G. Litz, Mayor
Town of Rural Retreat