

BURNSVILLE TOWN COUNCIL
REGULAR MEETING
Thursday, January 6, 2011

The Town Council, with members Mayor Danny McIntosh, Ruth Banks, Judy Buchanan, Doyce McClure, and Ron Powell present, held its regular meeting on Thursday, January 6, 2011, in the Town Hall. Also in attendance were town staff members Leslie Crowder, Shane Dale, Jeanne Martin, George Nero, Tom Storie, and Ronnie Tipton; and visitors Jake and Cynthia Blood, Bob and Lisa Cohen, Lucy Doll, Jody Higgins, Janice McKinney, and Barbara Webster. Mayor McIntosh, who presided, called the meeting to order.

- Public Comment - Bob Cohen read a letter from Lucy Doll, who was present but unable to speak. Ms. Doll asked Council in her letter to consider the development of some sort of vehicle through which information could be shared between the town and its residents. A copy of the aforesaid letter is attached to these minutes and by reference made a part hereof.

- Adoption of Agenda – Councilor Ron Powell made a motion to amend the agenda placed before Council to include “*Council Members Reports*” to provide an opportunity for councilors to report on any community meetings they’ve attended (i.e., Council of Government meetings), and further to adopt the agenda as amended. The motion was seconded by Ruth Banks, and unanimously approved. The new item will be included on all future agendas.

- Consideration of Minutes – The minutes from the following meetings were considered:
 1. Regular meeting held December 2, 2010
 2. Closed session held December 2, 2010
 3. Special meeting held December 15, 2010

Ron Powell made a motion to approve the minutes from the aforesaid meetings. Ruth Banks seconded the motion, which was unanimously approved.

- Information Technology Report - Janice McKinney reported on the status of projects she has been retained to work on at town facilities, mentioning that the clerk’s computer is up, preliminary tests on others are ongoing, stray equipment for salvage or disposal has been collected, and the networking and cable project is almost finished. The entire Town Hall is now networked and has internet access. The Town Center has wireless internet but it is not on continuously.

Future projects include the relocation of the server to the utility department, upgrades to additional equipment, etc. Mrs. McKinney said the issue of administrative rights will be worked out when the server is moved in the next week.

- Presentation of FY 2009-2010 Audit - Councilors were told that Cody McKinney was unable to attend the meeting and present the audit as planned. Councilors asked for copies of the audit once they are received.

- Status Updates:

1. Small Town Main Street Advisory Board

- a. NC Small Town Main Street Award (Burnsville Sundial Quilt Block) ~ Shelby Conference 1/27, with registration on or before 1/15/11. Reservations for the banquet will be open until space is filled; cost is \$35 per person. Council will pay for Ron Powell, Judy Buchanan, Martin Webster, and Bob Hampton to attend the banquet and awards ceremony. The EDC and Chamber of Commerce will each be contributing \$100 towards the event.
- b. Stargazing event has been postponed until January 15th because of weather. New posters are being created to redirect people to the new date.

2. Main Street Solutions Fund (NC Department of Commerce)

Councilors learned that the town qualifies for up to a \$200,000 grant from the Department of Commerce. The purpose of the grant, which has a February 10th deadline, is to provide a direct benefit to small businesses, and would require a match from the private sector of up to \$400,000. The focus is economic vitality and historical preservation, for which the town and the NuWray Inn qualify. The town would be the fiscal agent and would be responsible for quarterly and annual reports. Grant funds would have to be spent within three years.

Lisa Cohen explained a concept for the NuWray that would involve packaging what is already here into a marketable product. She said the goal is to become a destination for learning such things as gardening, cooking, quilting, health and fitness, outdoor recreation, arts and crafts, and stargazing. The first focus would be to bring the NuWray's kitchen up to commercial standards that would be suitable for a cooking school, canning demonstrations, and a catering facility for the Town Center.

Councilor Ron Powell commented that the NuWray would be a logical recipient because of their historical status. He said it seems as if funding agencies such as the Rural Center and the Department of Commerce are looking favorably at Burnsville as a good investment, and the NuWray's proximity to the Town Center is an asset. The Mayor expressed concern over the town's responsibilities as they relate to jobs and fiscal responsibilities.

Ron Powell made a motion to move forward with the grant application with the Department of Commerce for the aforesaid project, and authorize the Mayor to sign the application and any and all related documents. Judy Buchanan seconded the motion, which was unanimously approved.

3. NC STEP (NC Rural Center) – The next meeting is January 18th at 5:30; no meeting was held in December.

4. Water/Sewer Asset Management Plan (NC Rural Center) – The Town of Burnsville is involved in this pilot program, which has been assigned to Shane Dale. Duncan Cavanaugh, with High Country Council of Governments, has pledged to support the town in this exercise.
 5. Water/Sewer Capital Improvement Plan (NC Rural Center/McGill) – The Town will receive \$40,000 (requiring a \$20,000 match) to develop a capital improvement plan with the assistance of McGill Associates. This project has not begun to move forward.
 6. East Yancey Sewer District – Project is moving along with a spring 2011 construction date. Councilors agreed that they would like the Mayor to arrange a joint meeting with County Commissioners in the near future for discussions about the project.
 7. U.S. 19 E Utilities Relocation (NC D.O.T.) – The contract on the highway section from Jack’s Creek to Micaville will be let in May of this year. Engineers project that relocation will be complete by mid-July, and will be a two-phase process. Plans are currently under review and look good. While preparing cost estimates, the engineers proposed “betterment projects” at a cost of \$90,700, to improve and upgrade our water and sewer system by increasing the size of some of the lines, etc. Doing upgrades at the time the utilities are being moved would allow a cost savings, since materials and labor would already be on site. Harry Buckner will be asked to provide a written synopsis of the proposed work and delineate it on the blueprints; Council will be asked to consider a commitment to these projects at some time in the future.
 8. I & I Remediation Projects (NC Clean Water Revolving Loan/McGill) – This is the \$1.6 million loan the town has been awarded. Some of the work on the relocation project may overlap with work projected to be done with these funds. Harry Buckner will be asked to clarify.
 9. Annexation Study (High Country Council of Governments) – The Council of Governments is currently involved in mapping work on this study.
 10. Ordinance Codification (American Legal) – Packet is ready to be mailed to American Legal; Department Heads will be asked to review ordinances and recommend changes. The town attorney is currently reviewing the town’s requests for specific new ordinances.
 11. Zoning Assistance (NC Department of Commerce) – The Town of Burnsville is one of three towns in the state to receive this assistance. We are currently waiting to hear from the Department of Commerce to begin work.
 12. OSHA Safety Program – The town’s newly-appointed safety director has ordered safety items for OSHA compliance, and is arranging a meeting with the League of Municipalities, our liability and workers’ compensation carrier. Preventive vaccines for employees are currently being researched.
- Partners for the Future: Public Libraries and Local Governments Creating Sustainable Communities:

Available for review was material on public libraries and local governments partnering to create sustainable communities, which had been provided by Dr. Daniel Barron.

Department Updates:

Police Department – Police Chief Brian Buchanan reported:

- The job description for sergeants has been updated to include entering records in computer, responsibilities for the trailer, and duties involving the evidence room. Councilors were given copies of the proposed job description for review over the next month.
- The Town has received the AAA Carolinas Foundation for Traffic Safety award, naming the town as a traffic safe community in our division (less than 10,000 population). This designation is advertised in AAA magazines, and can be advertised at entrances to town.

Public Works Department – Interim Public Works Director Shane Dale reported:

- In the past month there have been a few water and sewer lines causing problems;
- Mr. Dale asked for clarification of duties regarding snow removal, beyond that involving the town hall, town square and around town owned and maintained properties, including the parking spaces. He was told that we should certainly clear around the inside and probably the outside of the square if possible. It is common practice that property and business owners clear the sidewalks for themselves. Water and sewer operations should be primary. Ron Powell asked that snow piles be removed from around the town hall.

Town Center – Facility manager George Nero provided an update on events that have been scheduled, mentioning there will be a fund raiser for a stage curtain at the Town Center. “Raise the Curtain,” a free event accepting donations at the door, will be held on January 22nd. February is the month for “Riddlefest,” and four concerts have been booked in March.

A private New Year’s Eve party, with 250 people in attendance, was held, and alcohol was served. No issues attributable to alcohol were reported.

Fire Department – No one was available to report on behalf of the Fire Department other than Shane Dale, who said the department lacked one call last year to make 365, equal to one call per day).

▪ Council Members’ Reports

Ron Powell reported that he, County Manager Nathan Bennett, Mayor Danny McIntosh, and Tres Magner had been invited by Flat Rock designer Nicolaas Wilkens and Neil Harris to hear planning ideas for Burnsville from a design perspective. Ron Powell provided Council with a handout for review. A copy of the handout is attached to these minutes and by reference made a part hereof.

Danny McIntosh reported on information he had read and shared with the Economic Development Commission concerning activities that other communities are engaged in to attract tourism.

- Closed Session – A motion was made by Ron Powell to recess for five minutes and thereafter enter closed session to consider the qualifications, competence, performance, condition of appointment

of a public officer or employee or prospective public officer or employee, pursuant to N.C.G.S. 143-318.11(a)(6). The motion was seconded by Judy Buchanan and unanimously approved.

Council reconvened open session. Ron Powell made a motion to hire Anthony Hensley as Public Works Director at \$17.85 per hour for a nine-month probationary period, and maintain other staffing and duties as they currently exist. Doyce McClure seconded the motion. Voting results were as follows:

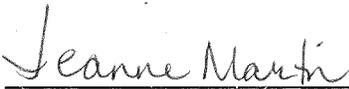
Ayes:	Ruth Banks	Noes:	Judy Buchanan
	Doyce McClure		
	Danny McIntosh		
	Ron Powell		

George Nero will continue with assigned administrative duties until further notice.

Doyce McClure made a motion to authorize Ron Powell to communicate an employment offer to Anthony Hensley, with a start date as soon as possible, and advise Council of Mr. Hensley's decision on the offer. Ron Powell seconded the motion, which was unanimously approved.

Next Regular Town Council Meeting - The next regular meeting will be held at the Town Hall on February 3, 2011 @ 6:00 p.m.

There being no further business, Judy Buchanan made a motion to adjourn. Doyce McClure seconded the motion, which was unanimously approved.



Jeanne Martin, Town Clerk



Danny McIntosh, Mayor