

**BURNSVILLE TOWN COUNCIL  
SPECIAL MEETING (for July, 2011)  
Thursday, June 28, 2011**

The Town Council, with members Mayor Danny McIntosh, Ruth Banks, Judy Buchanan, Doyce McClure, and Ron Powell present, held a special meeting on Thursday, June 28, 2011, in the Town Hall. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Anthony Hensley, Jeanne Martin, and George Nero, as well as visitor Dean Russell. Mayor McIntosh, who presided, called the meeting to order, stating that the purpose of the meeting was to consider regular business for the month of July, 2011.

- Public Comment - No one asked to speak during the public comment period.
  
- Adoption of Agenda – Judy Buchanan made a motion to adopt the agenda as presented. Ruth Banks seconded the motion, which was unanimously approved.
  
- Consideration of Minutes – The minutes from the following meetings were considered:
  1. Regular meeting held June 2, 2011
  2. Special meeting held June 21, 2011

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

- Budget Amendments for FY 2010-2011 – Finance Office Leslie Crowder presented a list of proposed end-of-year budget amendments, a copy of which is attached to these minutes and by reference made a part hereof. Ruth Banks made a motion to approve the aforesaid amendments. Ron Powell seconded the motion, which was unanimously approved.
  
- Consideration of FY 2011 – 2012 Budget – Ron Powell made a motion to approved the budget for FY 2011 – 2012, a copy of which is attached to these minutes and by reference made a part hereof. Ruth Banks seconded the motion, which was unanimously approved.
  
- Parking Issues at Mountain Medical Arts – Public Works Director Anthony Hensley provided an update on parking issues along South Main Street in front of the Mountain Medical Arts building, mentioning that he has met with the occupants of the building to make recommendations as to handicap accommodations and drainage issues and offer assistance in the location of drainage and water lines. There has been no indication whether the project will move forward.

- Re-establishment of Planning / Zoning Board of Adjustment – Ron Powell told Council that Betsy Kane, with the Department of Commerce, had suggested we contact the Division of Community Planning (Karen Smith) for assistance with the establishment and training of a planning board. Subsequently, he and Anthony Hensley met with Ms. Smith and DOC Planner Ron Hancock. It was suggested that the town consider a resolution “*Requesting the Services of the NC Department of Commerce, Division of Community Assistance, for Technical Assistance and Training,*” a copy of which is attached to these minutes and by reference made a part hereof. Ron Powell made a motion to adopt the aforesaid Resolution. Judy Buchanan seconded the motion. Voting results were as follows:

Ayes

Ron Powell  
 Judy Buchanan  
 Ruth Banks  
 Danny McIntosh

Noes

Doyce McClure

A proposed ordinance “*To Establish a Planning Board for the Town of Burnsville, NC*” was available for consideration; it was noted that the ordinance would require legal review prior to adoption. Ron Powell made a motion to advertise that the town is accepting applications from parties interested in serving on a planning board. Judy Buchanan seconded the motion, which was unanimously approved.

- 2011 Lyme Disease Proclamation – The Mayor announced that he had signed a “*Proclamation for 2011 Lyme Disease Awareness Month.*”
- EDC Appointment – Council members learned that Mitzie Layell’s term on the EDC Board is expiring, and the seat is a town appointment for a representative of a business with more than 50 employees. Judy Buchanan made a motion to re-appoint Mitzie Layell, who represents Glen Raven, to the vacant seat. Ron Powell seconded the motion, which was unanimously approved. The EDC will be notified of this appointment.
- Resolution – Council members considered a Resolution “*Adopting an Agreement to Continue Participation in the North Carolina Small Town Main Street Program 2011 – 2012,*” a copy of which is attached to these minutes and by reference made a part hereof. Judy Buchanan made a motion to adopt the aforesaid Resolution. Ron Powell seconded the motion, which was unanimously approved.
- Status Updates:
  1. Small Town Main Street Advisory Board – Jake Blood was not available for an update, but it was noted that a joint meeting of the Small Town Main Street Advisory Board and the Town Council was held on June 21, 2011 with Betsy Kane (Department of Commerce).

2. Main Street Solutions Fund (NC Department of Commerce) – With regard to the grant that was awarded for a NuWray Inn project, Council learned that an additional agreement will be necessary between the Town of Burnsville and the NuWray Inn in order to limit the town's liability. Ron Powell made a motion to authorize the Mayor to sign such an agreement. The motion was seconded by Ruth Banks and unanimously approved.
3. NC STEP (NC Rural Center) – Ron Powell reported that the only project that has been submitted for funding thus far is from Tres Magner, Yancey County Cooperative Extension Service.
4. Water/Sewer Asset Management Plan (NC Rural Center) – Anthony Hensley reported that the town has collected and sent all information requested by GHD. The town is awaiting a reply before moving on to the next step. (No change in the past month.)
5. Water/Sewer Capital Improvement Plan (NC Rural Center/McGill) – The contract has been signed and we are waiting on the Rural Center to proceed. (No change in the past month.)
6. East Yancey Sewer District – Anthony Hensley reported that this project is being followed as it progresses. Discussions continue with the county as to how to proceed. (No change in the past month.)
7. U.S. 19 E Utilities Relocation (NC D.O.T.) – Anthony Hensley told Council that Bryant Industries continues construction. Weather has played a role in the progress in the past few weeks. The town has continued regular meetings with McGill and Bryant to keep up with project details. McGill has begun full-time inspection of the project as of last week.
8. I & I Remediation Projects (NC Clean Water Revolving Loan/McGill) – Anthony Hensley reported that everything has been approved and McGill is in the design process. (No change in the past month.)
9. Annexation Study (High Country Council of Governments) – Anthony Hensley said that Kelly Coffey continues to work on this project. Also, a sample ordinance that would require requests for voluntary annexation with water/sewer requests was sent to town attorney Todd Bailey for legal review. (No change in the past month.)
10. Ordinance Codification (American Legal) – A recommendations report has been received from American Legal; some changes need to be made to various ordinances. Ronnie Tipton is working with in-house staff and the town attorney to resolve the problem areas that have been identified and bring back to Council, if necessary.
11. Zoning Assistance (NC Department of Commerce) – Betsy Kane made a site visit on June 21<sup>st</sup>, completing Phase 1 of the zoning assistance grant.
12. OSHA Safety Program – Inasmuch as safety equipment has all been brought up to date, this issue will be deleted as a continuing agenda item.
13. Broadband/Cable – Dean Russell gave an update on broadband activity.

▪ Department Updates:

Police Department - Chief Brian Buchanan reported:

- The road closure for this Saturday's July 4<sup>th</sup> celebration has come through.
- The town has met with the Chamber concerning preliminary plans for the Crafts Fair.
- The department has been busy with narcotics work.

Public Works Department – Public Works Director Anthony Hensley reported:

- Work is beginning on the crafts fair preparation. Mr. Hensley provided Councilors with a document listing responsibilities that belong to the town and Chamber, and a list of charges for services the town is expected to render. Councilors were told that parking will be allowed in the grassy area alongside McDonald's for a fee of \$800.
- Painting and window replacement at the Town Hall continues.
- Progress has been made on getting potholes and asphalt curbing repaired. Fridays have been designated "asphalt day."
- DENR performed a sanitary survey on June 21<sup>st</sup>. The town received a good report along with a list of improvements that are needed.
- Rural Water finished a leak detection test today, which revealed that the town has about a 35% water loss. They will complete a report of exact leak locations so we may begin the repair process.
- The annual consumer confidence report has been mailed to utility customers and will be on the website tomorrow.

Town Center – Facility Manager George Nero provided schedules and entertainment information for the upcoming month.

Fire Department – No one from the Fire Department was available to report.

▪ Council Members' Reports

- Judy Buchanan reported that she is no longer a member of the DSS Board.
- Ron Powell reported that the Public Art Design Board will hold a reception to acknowledge public art on July 19<sup>th</sup>, just prior to the NC STEP meeting.

- Next Regular Town Council Meeting - In order to avoid conflicts with the Crafts Fair, Judy Buchanan made a motion to schedule a special meeting on August 2, 2011 at 6:00 p.m. for the consideration of regular town business for the month of August. Ruth Banks seconded the motion, which was unanimously approved. There being no further business, Ron Powell made a motion to adjourn. Doyce McClure seconded the motion, which was unanimously approved.

  
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Jeanne Martin, Town Clerk

  
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Danny McIntosh, Mayor