

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, November 7, 2013

The Town Council, with members Mayor Danny McIntosh, Ruth Banks, Judy Buchanan, Ron Powell, and Bill Wheeler present, held a regular meeting on Thursday, November 7, 2013, in the Town Hall. Also in attendance were town staff members Brian Buchanan, Anthony Hensley, Niles Howell, Jeanne Martin and George Nero; Planning Board Chairman Dean Gates; and visitors Theresa Coletta, Lucy Doll, Gordon Higgins, Jody Higgins, Ginger Johnson, Justin Layell, Randy Proffitt, Wanda Proffitt, and others. The Mayor, who presided, called the meeting to order, stating that the purpose of the meeting was to consider regular business for the month of November, 2013.

- Public Comment - No one asked to speak during the time set aside for public comment.

- Adoption of Agenda and Consent Agenda – Ron Powell made a motion to rearrange the agenda to consider Item #5 before Item #4 and adopt the agenda as revised. Ruth Banks seconded the motion, which was unanimously approved. Judy Buchanan made a motion to remove the item relating to the Fire Department’s budget amendment off the Consent Agenda, place the item on the regular agenda under Item #8, and then adopt the Consent Agenda, as revised. Ron Powell seconded the motion, which was unanimously approved. Ron Powell made a motion to approve the regular agenda as revised. Bill Wheeler seconded the motion, which was unanimously approved.

- Consideration of Consent Agenda –
 1. Consideration of Minutes
 - a. Public Hearing held October 3, 2013
 - b. Regular meeting held October 3, 2013

Council action requested: Approve aforesaid minutes

2. Status Updates:
 - a. Administration
 - 1) Financial statement as of November 6, 2013
 - 2) Taxes:
 - Unpaid Balance Report as of 11/04/13
 - Release request for Parcel No. 082011576060000 (property not in town limits-see attached)
 - Release and revision request for Account Nos. 0000000219 and 0000001216 (see attachment)
 - 3) Budget Amendments:
 - Golden LEAF (to recognize revenues from Golden LEAF and expenditures)
 - Fire Department (to recognize grant revenues and expenditures)
 - Pump station at Lincoln Park (transfer from Water Fund Reserve to Capital Projects Line)
 - Powell Reserve (transfer from Powell Reserve to Paving Capital Outlay)

Council action requested: Approve aforesaid budget amendments

b. Police Department

- 1) The Police Department participated in Critical Incident Training at Cane River Middle School involving a school shooting scenario this month. The training was done in coordination with the Sheriffs' Department, Highway Patrol, EMS, School Resource officers and the teachers and staff of each of the schools in the county. This was a valuable exercise that allowed officer practical training in the event that this type of incident should ever occur in Yancey County. I attended a principals' meeting on Tuesday in which each of the other principals expressed a desire to have future training at their facility.
- 2) The patrol car that was approved for this budget year was ordered and is scheduled to arrive in the next few weeks. The finance officer has informed me that even though it was previously discussed as a part of the budget discussions, the language of the change in the ordinance requires that I get approval from the Board before the car can be purchased. I would request that she be authorized to purchase the patrol car when it arrives as was previously approved.
- 3) The Halloween event on the square had a huge attendance and was forced to end early due to a candy shortage. Everyone seemed to enjoy the event and it made the evening easier on the Police Department by having the children in one area with the road closure in place.

Council action requested: Approve aforesaid vehicle purchase

c. Public Works

- 1) East Yancey Sewer District (Yancey County) – The treatment plant is getting very close to completion. Some of the training had to be rescheduled due to a blower motor failure, but will continue as soon as the repairs have been made. The line work is still on hold but will be re-bid as soon as the required permits are issued.
- 2) Micaville Water Line Extension (Golden LEAF) – The contractor is installing water line. We have received the first reimbursement from Golden LEAF that covers the engineering fees. The town submitted an application to ARC and the Rural Center for the remainder of the funds needed to complete the project. In a recent letter, ARC stated that the town of Burnsville's project was not selected for funding. Kelly Coffey from HCCOG said that even though the town's project was not selected it was still possible for it to be funded if there were additional funds left over from other projects. At this time there we do not know the status of the Rural Center request.
- 3) I & I Remediation Projects (NC Infrastructure Finance Section / McGill) – This project is nearing completion. We are using some left over funds to rehab a group of manholes that are in need of repairs and then the closeout process will begin.

- 4) Lincoln Park Pump Station (McGill) – Excavation of the pump station site is complete and a pre-construction meeting was held last week. The work will begin as soon as the materials arrive on-site.
- 5) The service truck that was approved for this budget year is ready to be ordered. The finance officer has informed me that even though it was previously discussed as a part of the budget discussions, the language of the change in the ordinance requires that I get approval from the Board before the truck can be purchased. I would request that she be authorized to purchase the service truck as previously approved.

Council action requested: Approve aforesaid vehicle purchase

d. Other

- 1) Small Town Main Street - We had no meeting in October. The next meeting will be on Monday, November 18th.
- 2) NC STEP/BDG - The video premier screening of the youth engagement portion was viewed on Tuesday, October 29th. The next quarterly meeting will be held on the third Monday in December.

Ron Powell made a motion to adopt/approve items on Consent Agenda that were identified for Council action. Judy Buchanan seconded the motion, which was unanimously approved.

- Consideration of Ordinance to Establish Design Review Committee – Council was told that the proposed ordinance has been sent to Todd Bailey for legal review; staff is awaiting Mr. Bailey’s opinion.
- Planning Board Report
 1. Planning Board Chairman Dean Gates discussed the Planning Board’s new work plan/timeline which was available for review, and recommended that Council vote on the Design Review Committee no later than the December meeting. He also suggested a public hearing in January on design guidelines and the lifting of the moratorium on tattoo parlors. Bill Wheeler made a motion to adopt the work plan as presented by the Planning Board. Ron Powell seconded the motion. Voting results follow:

Ayes

Ruth Banks
Judy Buchanan
Ron Powell
Bill Wheeler

Noes

Danny McIntosh

The mayor advised that he had voted “no” because there is no C-3 zoning district. Mr. Gates said the C-3 zoning district will be created. The mayor made a motion to place the

establishment of the Design Review Board and appointments on the December meeting agenda. Ron Powell seconded the motion, which was unanimously approved.

2. Council needs to appoint another Planning Board member. It was agreed to advertise for applicants.
3. It is planned to hold a combined workshop with the Town Council perhaps in the middle of January. Mr. Gates stressed that all groups working on behalf of the town need to work together to integrate their visions.
4. Minutes from the September 16, 2013 Planning Board meeting were available for review.

- Request from High Five Hospitality Holding, LLC for Annexation – Information was not available at meeting time; the issue remained on the agenda as it continues to be “open.”
- National Hospice Palliative Care Month – Available for review was a Proclamation designating November, 2013 as *National Hospice Palliative Care Month*.
- Department Updates:
 - Administration – Council was told the Christmas Parade will be held on December 7th at 3 p.m.
 - Fire Department – Council considered a request for a line item transfer from 10-531-7403 Contribution to Capital Outlay (building) to 10-531-7400 (Capital Outlay) to purchase new vehicle. Fire Chief Niles Howell explained that with the recent addition of the ATV and trailer the chief's truck wasn't appropriate or practical. Judy Buchanan said she had no problem with the purchase, but the budget ordinance requiring prior approval of expenditures over \$10,000 needs to be adhered to, which it wasn't.

Chief Howell advised that the fire department has voted on and agreed to the purchase and asked for the budget to be amended to accommodate the expenditure. Ron Powell made a motion to approve the expenditure. Judy Buchanan seconded the motion, which was unanimously approved. Ron Powell made a motion to approve the budget amendment as it applies to the Fire Department purchase. Judy Buchanan seconded the motion, which was unanimously approved.

Bill Wheeler suggested that since Council doesn't know the Department's needs and there has been a lack of communication, it would be good policy for at least one council member to attend Fire Department meetings and vice versa. Chief Howell advised that business meetings are held on the first Monday, and invited Council to the next meeting on Monday, December 2nd, at 7 p.m.

Chief Howell advised that the recent government shutdown has affected a response on the appraisal of the Forest Service property.

- Police Department – Chief Brian Buchanan reported that the Halloween event went well. Chamber of Commerce director Ginger Johnson expressed appreciation for the town's involvement.

Councilor Ron Powell inquired about the status of crosswalk signs, and asked the Chief to remind the DOT. Anthony Hensley reported on the request for a crosswalk at Academy

Street; he was told they want the town to eliminate a parking space on each side of Academy Street on the north and south side of Main Street. They will do the crosswalk if we follow their suggestion. This will be on the agenda for the December meeting. Dean Gates suggested that Betsy Kane's report be referred to regarding this project, and offered to be of assistance.

- Public Works Department – Anthony Hensley advised that the town is applying for FEMA assistance for flood damage in July. Available for review was a Resolution to designate agents for the town. Judy Buchanan made a motion to designate Anthony Hensley and Jeanne Martin as agents in this endeavor. Ruth Banks seconded the motion, which was unanimously approved.
- Town Center – George Nero provided an update on upcoming events, noting that there is a full calendar.
- Council Members' Reports
 - Ron Powell reported that the BDG videos aimed at youth retention (NC STEP) have been viewed. It is planned for the videos to be public; part of the project will be focused on recruitment of entrepreneurs and promotion of the community.
 - Bill Wheeler reported that he'd attended a regional meeting in Lake Junaluska where he learned that Joe Sam Queen's staff is willing to set up meetings on the Affordable Care Act in various towns.
- Minutes/Reports from Advisory Boards and Non-Profits
 - High Country Council of Governments – minutes available.
 - Parkway Playhouse – minutes available.
 - Toe River Arts Council – minutes available.
 - Yancey County EDC – no minutes available.
 1. Council heard an update on the status of the broadband project.
 2. Wanda Proffitt told Council that she and Bill Wheeler recently attended a regional economic summit, where they networked with many important contact people. Bill Wheeler said there were presentations by 10 local business managers who discussed various problems they've encountered.
- Other – The Mayor congratulated Mayor-elect Theresa Coletta on her successful campaign, and asked her to become involved with the High Country Council of Governments.
- Upcoming Town Council Meeting - The next regular Town Council meeting will be held on Thursday, December 5, 2013 at 6:00 p.m.

There being no further business, Ron Powell made a motion to adjourn. Ruth Banks seconded the motion, which was unanimously approved.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor