

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, March 6, 2014

The Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, Ron Powell, and Bill Wheeler present, held a regular meeting on Thursday, March 6, 2014, at the Town Hall. Also in attendance were town attorney Heather Hockaday, town staff members Brian Buchanan, Leslie Crowder, Anthony Hensley, Niles Howell, Jeanne Martin and George Nero; and visitors Dean Gates, James Holland, Wanda Proffitt, Dean Russell, 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 March, 2014.

- Public Comment
 - James Holland addressed Council about a black plastic pipe that drains onto the sidewalk on West Main Street.

- Adoption of Agenda and Consent Agenda – Ron Powell made a motion to move Consent Agenda items 2 a. (3) and (4) to the administrative report on the regular agenda so the items could be discussed; and adopt the agenda as amended. Judy Buchanan seconded the motion, which was unanimously approved.

- Consideration of Consent Agenda
 1. Consideration of Minutes
 - a. Special meeting held February 6, 2014
 - b. Special meeting held February 13, 2014

Council action requested: Approve aforesaid minutes
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2. Status Updates:
 - a. Administration
 - 1) Unpaid Balance Report, pursuant to G.S. 105-369(a) (Tax History) dated March 4, 2014 is provided as an update of uncollected revenues. A variety of collection efforts are underway.
 - 2) Request to Release Taxes - Parcel #000000250 – Hewlett Packard – \$19.44
All personal property disposed of in 2012 per County should not have been billed.
 - 3) Request to Release - Parcel #082012756706000 – Gary Adkins – release value of \$330,930 - BOER 2013 retro appraisal per Yancey County
 - 4) Request to Release - Parcel 082016736676000 – Madeline Bryant – release value of \$280,300 - Present use value – per Yancey County
 - 5) Budget Amendments:
 - **To recognize increased revenues as a result of claim payment by FEMA for storm damage from July, 2013 flooding**
 - Increase 30-397-0000 (Miscellaneous Revenues) ~ \$14,156.81
 - Decrease 30-397-9200 (Contribution from Capital Reserve) ~ \$14,156.81
 - **To accommodate expenditure for radar sign**
 - Decrease 10-420-7401 (General Fund Reserve ~ \$7,000.00

Increase 10-560-1303 (Signage Supplies) ~ \$7,000.00

- 6) Request consideration of declaring surplus the following property:
Excess furniture/accessories, including server and lamp

Council action requested:

- 1. Release taxes as itemized above**
- 2. Approve aforesaid budget amendment**
- 3. Adopt Resolution to Declare Aforesaid Property Surplus**

b. Police Department

- The Police Department is fully staffed again with Officer Paul Garland beginning duty this week. Officer Garland will be working his first few weeks on second shift with a variety of officers to help ease him in to his full time role of night shift patrol.
- I met with the radar sign salesman this week and will be working with Anthony to submit a sign choice to the Department of Transportation for approval as soon as possible.

c. Public Works

- East Yancey Sewer District (Yancey County) – The treatment plant is getting very close to completion. Some of the training is scheduled for Wednesday, March 5th. The line work is still on hold but will be rebid as soon as the required permits are issued from the NC Fish and Wildlife.
- Micaville Water Line Extension (Golden LEAF) – The water line is almost finished and we have received a partial invoice from the NCDOT and will be preparing a reimbursement request for GoldenLEAF.
- I & I Remediation Projects (NC Infrastructure Finance Section / McGill) – This project is in the close-out phase.
- Lincoln Park Pump Station (McGill) – The pump station is installed. The start-up is scheduled for Thursday, March 6th.

d. Other

- Small Town Main Street – There was no meeting held in February. The annual meeting in New Bern was postponed due to weather. It has been rescheduled to March 31st. ur next meeting will be held on Tuesday, April 15th.
- NC STEP / BDG – The next quarterly meeting will be held on the fourth Monday in March.

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

- Broadband Update – Dean Russell gave an update on progress with broadband installation and demonstrated the speed that will be experienced with the upgrade. He reminded Council that there will be an open house tomorrow at the new technology center housed in the former library.

- Economic Development Commission Report – Wanda Proffitt told Council there will be an April 8th workshop for elected officials to explore opportunities for economic development. Phil Trew, with High Country Council of Governments, will facilitate this brainstorming session.
- Planning Board Report
 1. Minutes from the Planning Board meeting held on February 18, 2014 were available for review. Planning Board Chairman Dean Gates thanked Council members for attending the meeting.
 2. Mr. Gates announced that the third Wednesday of each month will be set as the regular meeting date for the Design Review Committee.
- Policy to Establish Town Hall a Tobacco-Free Building – Available for review was a proposed policy that would establish the Town Hall as a tobacco free building. Ron Powell moved to adopt the policy as written. Judy Buchanan seconded the motion, which was unanimously approved.
- Report on Brush Pickup Policy – Council learned that the policy is incomplete at this time, but it will be ready for review at the regular Council meeting in April.
- Clarification of Town-Sponsored Events – Council heard that sponsorship entails a waiver of the \$100 performing stage fee and the town’s assumption of liability for the event. Fire Chief Niles Howell discussed new regulations in the fire code for trained crowd control staff in the event of emergency that would apply to town-sponsored events attracting over 1000 people. Town attorney Heather Hockaday suggested that the League of Municipalities be asked what experience they have had with this new regulation. Police Chief Brian Buchanan agreed to talk to the Chamber of Commerce about this regulation as it relates to the crafts fair.
- Department Updates:
 - Administration – Town Clerk/Tax Collector Jeanne Martin reported:
 - ... The Personnel Policy Committee has not had its first meeting yet. The mayor is currently gathering resource material for use by committee members.
 - ... The tax issue with Hewlett Packard arises from a levy by the county on personal property that was disposed of in 2012. We have been advised by Yancey County that they have released the amount of \$19.44, and Council is asked to do likewise.
 - ... The tax issue with Gary Adkins arises from a retro appraisal by the Board of Equalization and Review. We have been advised by Yancey County that they have released \$330,930 from the assessed value, and Council is asked to do likewise. The tax on the subject property has not been paid.
 - ... The tax issue with Madeline Bryant arises from a decision on present use value by Yancey County. We have been advised by the County that they have released \$280,300 from the assessed value, and Council is asked to do likewise. The tax on the subject property has not been paid.

Ruth Banks made a motion to release the aforesaid tax/assess values as recommended by Yancey County. Bill Wheeler seconded the motion, which was unanimously approved.

- Fire Department:
 - ... Fire Chief Niles Howell updated Council on the status of grants in process.
 - ... Chief Howell, Justin Layell, George Nero and Architect Armin Wessel will be attending a Fire Symposium in Raleigh this month, and hope to come back with good direction.
 - Police Department
 - ... Police Chief Brian Buchanan advised that research indicates it would not be a good idea to change the department's ride along policy.
 - Public Works Department – Anthony Hensley, Public Works Director, reported:
 - ... The police chief has given him the proposed radar sign specifications and they will be sent to D.O.T. prior to purchase.
 - ... The Lincoln Park pump station started up today. They now have water pressure unlike anything they've ever experienced before. The pump station will be carefully monitored for a month or so.
 - Town Center – George Nero provided an update on upcoming events.
- Council Members' Reports
 - Councilor Bill Wheeler apologized for not attending recent fire department meetings, which was due to a misunderstanding as to who would attend. Judy Buchanan will attend the meeting on the first Monday in April at 7 p.m.
 - Councilor Ron Powell commented on the valuable worksession that was conducted by Ron Hancock this month. He reminded Council that Mr. Hancock has worked with Burnsville on planning issues for three years now, and suggested drafting a Resolution of Appreciation.
 - Mayor Coletta advised that NCLM's Hartwell Wright is an excellent resource on personnel issues and suggested he be invited to work with us as we transition to a relationship with an administrator, for the purpose of fine-tuning our thoughts.
 - Minutes/Reports from Advisory Boards and Non-Profits
 - Yancey County EDC – no minutes available. (Wanda Proffitt's update already reported elsewhere in these minutes).
 - High Country Council of Governments (minutes available).
 - Anthony Hensley provided a recap of action taken during the meeting.
 - Closed Session - Judy Buchanan made a motion to enter closed session pursuant to NCGS 143-318.11(a)(1) for consideration of the collection of a utility bill, and pursuant to NCGS 143-318.11(a)(6) for the review of applications for the position of Town Administrator. Ron Powell seconded the motion, which was unanimously approved.

After Council reconvened in open session, Ron Powell made a motion to hire George Nero as Town Administrator, effective April 1, 2014, with duties listed, at his current pay until the end of the fiscal year. Bill Wheeler seconded the motion, which was unanimously approved.

- Upcoming Town Council Meeting – A regular Town Council meeting will be held on Thursday, April 3, 2014 at 6:00 p.m. to conduct regular business for the month of April, 2014.

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



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor