

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, September 4, 2014

The Town Council, with members Mayor Theresa Coletta, Judy Buchanan, Ron Powell, and Bill Wheeler present, held a regular meeting on Thursday, September 4, 2014, at the Town Hall. Councilor Ruth Banks was absent due to illness. 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 Doug Bessler, Lucy Doll, Lori Famularo, Jody Higgins, Rhonda Higgins, Ginger Johnson, Eloise Kaeck, Wanda Proffitt, Chris Wood, 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 September, 2014.

- Public Comment
 - a. Eloise Kaeck – Congratulated the town on the *Great Places* award. She encouraged Council to consider the purchase of an events tent that could be used for events that take place on the Town Square. She said a tent that could withstand weather would provide event flexibility, especially when food is offered, and would be a welcome enhancement. Ms. Kaeck suggested that rent could be charged, and offered to leave information on commercial tents with the town administrator.
 - b. Lucy Doll – spoke to council about the upcoming Literary Festival.
 - c. The mayor commented that she was delighted to hear that Councilor Ruth Banks has returned home and hopefully will join us next month, perhaps at the Burnsville Town Center.

- Adoption of Agenda and Consent Agenda – Ron Powell made a motion to adopt the agenda as presented and the consent agenda as revised to exclude action on the electronic device purchase, mentioning that Ruth Banks should be included in the conversation before a decision is made on that issue. Bill Wheeler seconded the motion, which was unanimously approved.

Consent Agenda – September 4, 2014

1. Consideration of Minutes
 - a. Public hearing on annexation request held August 7, 2014
 - b. Public hearing on sign ordinance amendments held August 7, 2014
 - c. Regular meeting held August 7, 2014
 - d. Closed session held August 7, 2014

Council action requested: Approve aforesaid minutes
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2. Status Updates:
 - a. Administration
 - Unpaid Balance Report, pursuant to G.S. 105-369(a) dated August 28, 2014 is provided as an update of uncollected revenues. A variety of collection efforts are underway.

- Financial update – Budget vs. Actual dated August 29, 2014 is attached for review.
- Personnel Policy Update
 - ✓ Longevity policy is complete
 - ✓ Reached an agreement on overtime pay/comp time
 - ✓ Working on evaluations and new hire policies
 - ✓ Next meeting September 8th at 11:00 a.m.
- Order of Collection to Tax Collector for Fiscal Year 2014
- Resolution to Declare Certain Property Surplus
- iPad and Chromebook Comparison

Council action requested:

- 1. Approve Order of Collection to Tax Collector; and**
- 2. Adopt Resolution to Declare Certain Property Surplus**

Ron Powell made a motion to approve the aforesaid items #1 and #2. Bill Wheeler seconded the motion, which was unanimously approved.

b. Police Department

- The police department has had a normal month of operation. After my leadership training in Chapel Hill we have had some departmental meetings to discuss some minor changes to our internal operations.

c. Public Works

- East Yancey Sewer District (Yancey County) – The treatment plant is getting very close to completion. The contractor is working on the influent pump station and piping. Our staff has been attending training as required. The NC Fish and Wildlife/Army Corps of Engineers have reissued the permits that have been revoked for two years. The remaining work can now be re-bid.
- Micaville Water Line Extension (Golden LEAF) – The water line is finished to the end of the DOT's road project. The Town of Burnsville has submitted a full application to ARC for \$300,000 to continue the project. In a letter from the Governor the town was notified that the Micaville Water Line project has been recommended to the Appalachian Regional Commission as part of North Carolina's Appalachian Investment Program. His recommendation reserves \$300,000 from the state's allocation for our project.

d. Other

- Small Town Main Street – The opening of the Blue Flame restaurant was discussed. Signage, pedestrian walkways, and planter box location were reviewed. The mayor and Planning Board Chair received the award for Best Public Place. Our next meeting will be held on Tuesday, September 16th at 5:30 p.m. before the Planning Board meeting.
- NC STEP/BDG – The billboard sign has been updated. The next quarterly meeting will be held on the third Monday in September.

▪ North Carolina Wildlife Resource Commission's Public Mountain Trout Waters Program

Chris Wood, District 8 Fisheries Biologist, and Doug Bessler, Regional Supervisor, with the NC Wildlife Resources Commission, Division of Inland Fisheries addressed Council about the Public Mountain Trout Waters Program, which is funded by licenses, federal grants, etc. They told Council that trout fishing is a great economic opportunity for communities, and asked for Council's blessing on the program, particularly for its establishment at Cane River Park. They mentioned that the idea was not favored by former Mayor Danny McIntosh as he had concerns about the 2008 sewer spill and its impact on the river. However, after learning that Yancey County Manager Nathan Bennett and Parks and Recreation Director Jeff Howell support the program, and taking into consideration that the 2008 problem was corrected, Ron Powell made a motion to authorize the Mayor to sign a letter of program support. Judy Buchanan seconded the motion, which was unanimously approved.

▪ Planning Board Report

- a. Minutes from the Planning Board meeting held on August 19, 2014 were available for review.
- b. Speaking on behalf of Planning Board Chair Dean Gates, Ron Powell reported that at the last Planning meeting the need to change the Design Review Committee Ordinance was discussed and recommended.
- c. Public Works Director Anthony Hensley advised Council that the Planning Board will have a recommendation in October on the zoning of the second parcel that was recently annexed.

▪ Action on Public Hearing and Planning Board Recommendations

Judy Buchanan made a motion to adopt the amendment to the Ordinance Establishing a Design Review Committee. The motion was seconded by Ron Powell and unanimously adopted.

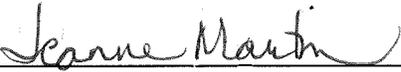
▪ Town Administrator Report

- a. For council consideration, George Nero presented a contract for the lease of Area C at the Burnsville Town Center to the Yancey County Board of Elections. Bill Wheeler made a motion to approve the lease contract. Judy Buchanan seconded the motion, which was unanimously approved.
- b. Consent Agenda – Mr. Nero told council that the use of a "Consent Agenda" is proving to be more cumbersome than helpful, and recommended returning to one agenda for future meetings. Commenting that Ruth Banks has indicated that she favors one agenda, Ron Powell made a motion to discontinue the use of the Consent Agenda as recommended. Bill Wheeler seconded the motion, which was unanimously approved.
- c. CSI Software – Mr. Nero advised that there has been a substantial increase in the maintenance fee charged by CSI, and that CSI has become slow in response to our needs. For these reasons, a new software vendor is being considered, at a cost of approximately \$42,000, including the maintenance fee of \$4400 for the first year. Subsequent maintenance fees will be approximately \$4600 annually through the fifth year, which translates to an \$8000 savings per year. Judy Buchanan made a motion to move forward with the new software from Southern Software. Ron Powell seconded the motion, which was unanimously approved. Council was told that a budget amendment will be presented toward the end of the year.

- d. Crosswalks on West Main – Mr. Nero told Council that the D.O.T. was contacted for ideas to improve the visibility of crosswalks on West Main Street, which was a concern of a downtown business owner. We are awaiting a response from the D.O.T.
- Department Updates:
 - a. Administration:
 - The 2013 preliminary population estimate for the Town of Burnsville is 1,717. This estimate is used for the purpose of distributing state-shared revenues to municipalities.
 - Council learned that an intern from Mountain Heritage High School, Christina (Tina) Hensley, is currently working at the town hall through the end of the first semester.
 - b. Fire Department – Fire Chief Niles Howell reported:
 - Status of building and property – because of a focus on grant activity, no real progress has been made. The chief said no formal committee has been established, but discussions are always conducted during open meetings.
 - Hose testing has begun; hydrant testing has been delayed by road work.
 - Some members have attended hazmat class at West Yancey, leading to a Level I certification, which will be helpful with transports of hazardous materials passing through town.
 - A new training officer has been appointed and departmental training is currently underway.
 - c. Police Department – Chief Brian Buchanan reported:
 - He has completed his second week of leadership training in Chapel Hill.
 - Old Timey Day has been scheduled for September 27th.
 - The department is currently working on recertifications.
 - d. Public Works Department – Anthony Hensley, Public Works Director, reported:
 - We are in receipt of a letter from the Governor notifying us that he has recommended the Micaville water project for ARC funding in the amount of \$300,000.
 - Council was reminded that the Capital Improvement Plan includes water plant projects, some of which are underway in preparation for a water system inspection by DENR next week.
 - In the next month or so it is expected that the first 150 meters for the Master Meter system will be installed.
 - e. Town Center – An update on upcoming events was provided.
- Council Members' Reports
 - a. The mayor announced that Department of Commerce Secretary Sharon Decker will be visiting Burnsville, and an event will be held in her honor at the Town Center.
 - b. Mayor Coletta shared biographical information about Elaine Dellinger and asked Council to consider publicly recognizing Mrs. Dellinger for her community service in the preservation of mountain history. Council agreed that a Proclamation should be drafted and signed by the Mayor.
 - c. The mayor advised that a core group, including her, Anthony Hensley, Wanda Proffitt and Jamie McMahan, will be attending an upcoming School of Government's two day workshop on economic development. There will be an emphasis on public/private enterprise. A follow-up workshop is planned for the town and county to share what they learned.
 - d. Ron Powell reported on a Public Art Design Board meeting that was held earlier in the week and attended by public artist Jack Mackie. There was a discussion of his vision and the process of

moving forward. Mr. Mackie left the Board with much to consider, particularly about public/private art.

- e. Bill Wheeler reported that he and the mayor attended an awards event sponsored by High Country Council of Governments in Boone in the past week.
 - f. Bill Wheeler asked that the issue of the Burnsville Little Theater remain on the agenda for the next meeting.
- Updates from Advisory Boards and Non-Profits
 - a. High Country Council of Governments – minutes and financials available.
 - b. TRAC – minutes and financials available.
 - c. Yancey County EDC – Minutes available.
 - ✓ Wanda Proffitt reported that Country Cable is moving forward with the installation of fiber.
 - ✓ Mrs. Proffitt reported that she, Theresa Coletta, and George Nero attended a GoldenLEAF meeting recently where they learned about new funding opportunities. Projects now must have county support for consideration.
 - Anthony Hensley provided a recap of action taken during the meeting.
 - Closed Session – Although a closed session was listed on the agenda, Attorney Heather Hockaday said a closed session would not be necessary.
 - Next Regular Town Council Meeting – The next regular town council meeting will be held on October 2, 2014 at 6:00 p.m. There being no further business, Judy Buchanan made a motion to adjourn. Bill Wheeler seconded the motion, which was unanimously approved.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor