

**BURNSVILLE TOWN COUNCIL**  
**Regular Meeting**  
**Thursday, May 1, 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, May 1, 2014, at the Town Hall. Also in attendance were town attorney Heather Hockaday, town staff members Brian Buchanan, Leslie Crowder, Cass Faller, Anthony Hensley, Jeanne Martin, and George Nero; and visitors Jonathan Austin, Chris Carlson, Lucy Doll, Lori Famularo, Dean Gates, Jody Higgins, Rhonda Higgins, Ginger Johnson, David McIntosh, Dennis Matelski, Rhea Ormand, 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 May, 2014.

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

Adoption of Agenda and Consent Agenda – Ron Powell made a motion to adopt the agenda as presented. Ruth Banks seconded the motion, which was unanimously approved.

**Consent Agenda – May 1, 2013**

1. Consideration of Minutes
  - a. Regular meeting held April 3, 2014
  - b. Special meeting held April 8, 2014
  - c. Special meeting held April 11, 2014
  - d. Special meeting held April 21, 2014

<b>Council action requested: Approve aforesaid minutes</b>
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2. Status Updates:
  - a. Administration
    - Unpaid Balance Report, pursuant to G.S. 105-369(a) (Tax History) dated April 29, 2014 is provided as an update of uncollected revenues. A variety of collection efforts are underway.
  - b. Police Department
    - The Police Department has had a normal month of operation.
    - The Crowd Manager training that was mentioned by Fire Chief Howell a few months ago has been completed by a couple members of the police department and I have shared the information with the Chamber of Commerce Director. She has assured me she will have some staff complete the training as well so that we are in compliance for the Crafts Fair.
  - 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 attended training on March 5<sup>th</sup> as related to start-up of the plant. The line work is still on hold but will be re-bid as the required permits are issued from the NC Fish and Wildlife.

- Micaville Water Line Extension (Golden LEAF) – The water line is almost finished to the end of the D.O.T.'s road project. The second reimbursement from GoldenLEAF has been received and D.O.T. has been paid for partial invoice #1. We are continuing to seek additional funding for the project.
- I & I Remediation Projects (NC Infrastructure Finance Section / McGill) – This project is in the close-out phase.

d. Other

- Small Town Main Street – The annual meeting in New Bern was held March 31<sup>st</sup> and April 1<sup>st</sup>. Dean Gates attended for the town. He brought back literature and gave the committee a short presentation on the events held. Our next meeting will be held on Tuesday, May 20<sup>th</sup>, at 5:30 p.m. before the Planning Board meeting.
- NC STEP/BDG – We met on Monday, March 24<sup>th</sup>, in Town Hall. ExploreBurnsville.com, the GearUp event for youth entrepreneurship, the Celebration of Public Art event, town beautification, and in town Explore Burnsville events were discussed. The next quarterly meeting will be held on the third Monday in June.

**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.**

- Proposal for Art at Burnsville Town Center – Artist Rhea Ormond presented sketches of art she proposes to create depicting the history of the Burnsville Town Center. Ms. Ormond said the art is planned for the three recessed areas at the front of the Town Center on South Main Street, and she estimates a cost of \$1,200 per panel. The Mayor asked Ms. Ormond to take the concept to the Public Art Design Board for a recommendation to be considered by Town Council.
- Billboard Update – Ginger Johnson, with the Chamber of Commerce, presented an update on the billboard that was recently secured by the town, the Chamber, and the EDC, reporting that the art has been submitted to the billboard company.
- V. J. Famularo & Associates (Business Concerns for the Town of Burnsville) – Mr. Famularo spoke to Council about several matters of concern with regard to the downtown district, commenting that the vacant storefronts currently equal those that are occupied:
  - a. Warning sign at crosswalks – There is only one warning light at a crosswalk, on West Main, not near the crosswalk. Over a period of five days he observed traffic, and said the average was only 1 out of 7 vehicles stopping for a crossing pedestrian. He commented that people should not have to fear to cross, and he is interested in seeing police take care of the matter before someone is run over.
  - b. Speeding – Mr. Famularo said he has not observed the police monitoring such things as loud mufflers or cruising. He said the trailer that monitors speed does not bring a police presence to write tickets.
  - c. Trucks on Main Street – Mr. Famularo said dump trucks, 18 wheelers, and trucks hauling utility poles regularly use Main Street as a shortcut to avoid the bypass, making Burnsville not a visitor-friendly town.
  - d. Parking – there are no directional signs to municipal parking and only 2 hour parking at the Visitor Center.

- e. Loading Zones – there are no loading zones on Main Street; trucks must stop on West Main and people have to go around trucks blindly, which is not conducive to easy traffic flow or tourist traffic.
- f. Street Maintenance – Gutters are full, salt is left on streets, which is not the image Burnsville should project.
- g. Dumpster divers – this practice has been observed downtown for over a year and a half, with no obvious intervention.
- h. Need for foot patrolman – important for a small town.

The Mayor summarized that these concerns are shared by many of the business owners she has visited, and will require brainstorming. Councilors and visitors took turns sharing their thoughts about these issues.

The Mayor promised to meet soon with the town administrator, police chief and public works director soon to work on these concerns.

- Requests for Annexation – Ten petitions for annexation were considered by Council. Judy Buchanan made a motion to direct the clerk to investigate the petitions and certify that they do/don't meet statutory requirements for annexation. Ruth Banks seconded the motion, which was unanimously approved. After hearing details about the annexation process, David McIntosh, representing one of the petitioners, asked Council to consider holding a special meeting once the clerk's investigation is complete, in order to expedite the process. A meeting date of May 15, 2014 at 6 p.m. was suggested so advertising requirements for a public hearing could be met in time for the Council's next regular meeting.
- Planning Board Report
  1. Minutes from the Planning Board meeting held on April 15, 2014 were available for review.
  2. Dean Gates reported that the Planning Board is ready to start work on C-3 zoning on East and West Main Streets, but needs a directive from Council conveying its approval to move forward with a rezoning study and make recommendations for Council consideration once the study is complete.

As to concerns in the business district, Mr. Gates said:

- Planning Board is concerned about empty storefronts and will work with the business owners and artists to dress empty windows.
- There are concerns also about pedestrians and crosswalks, and the Planning Board has been involved in the Academy Street initiative.
- Planning Board has been researching "wayfinding" signs.
- Back-in parking was introduced to Council a while ago as a possible solution to parking around the square.
- Loading and unloading zones are being studied at this time, and he promised the Planning Board would research the "no through traffic" approach to truck traffic.

The mayor asked Mr. Gates to join her, the town administrator, police chief and public works director as they study downtown issues.

Ruth Banks made a motion to direct the Planning Board to conduct the rezoning study and report recommendations to Council; and furthermore, continue with public safety and pedestrian-friendly initiatives. Judy Buchanan seconded the motion, which was unanimously approved.

▪ Town Administrator Report

1. Motion was made by Ron Powell, seconded by Bill Wheeler, to appoint George Nero as Budget Officer for FY 2014 and 2015. Motion carried unanimously.
2. Mr. Nero suggested a downtown parking questionnaire for business owners to complete that would be returned to the Planning Board prior to implementing any serious non-reversible changes.
3. Mr. Nero proposed another department head meeting to complete review of the police department's budget and consider general budgetary direction. A suggested date was Tuesday, May 20<sup>th</sup> at 9:30, directly following the IRIS program that is scheduled earlier that day.

▪ Department Updates:

1. Administration:
  - There were no issues to report.
2. Fire Department:
  - It was agreed that Bill Wheeler and Ruth Banks would attend the department's business meeting this month.
3. Police Department:
  - Police Chief Brian Buchanan advised that street closures have been approved for all planned square events this year.
4. Public Works Department – Anthony Hensley, Public Works Director, reported:
  - Automated meter readers are ready for purchase at an amount over \$10,000, although \$78,000 has been budgeted for this purpose. Ron Powell made a motion to spend the already-budgeted money for meter readers. Bill Wheeler seconded the motion, which was unanimously approved.
5. Town Center:
  - George Nero provided an update on upcoming events, mentioning the facility will be busy with semi-private/non-public events throughout May.

▪ Council Members' Reports

1. Ron Powell reported to Council about public art, mentioning that since Denise Cook's presentation about the gateway project last month, the artist selection group has narrowed selection down to three incredible public artists who have had much success all over the United States. Denise will announce the chosen artist at the next board meeting. He said this has been a very exciting process; it has been especially interesting to learn how a public artist is selected. He reminded Councilors of the public art celebration that is planned for May 23<sup>rd</sup>.
2. Bill Wheeler reported on the forum presented by Carolina West that he attended with the Mayor, George Nero, and Wanda Proffitt.

▪ Updates from Advisory Boards and Non-Profits

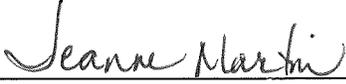
1. High Country Council of Governments - minutes and financials available.
2. Toe River Arts Council – minutes and financials available.

3. Yancey County EDC – no minutes available. Wanda Proffitt spoke about the gateway project, mentioning that a group has been meeting with the D.O.T. and others. Burnsville is a demonstration town with regard to a new road and gateway art, and Raleigh is looking forward to the results. This project could not have been done without the town's establishment of design guidelines.

Broadband Update – Ms. Proffitt updated Council on broadband status.

- Anthony Hensley provided a recap of action taken during the meeting.
- Upcoming Town Council Meeting – A regular Town Council meeting will be held on Thursday, June 5, 2014 at 6:00 p.m. to conduct regular business for the month of June, 2014.

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

  
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Jeanne Martin, Town Clerk

  
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Theresa Coletta, Mayo