

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, November 5, 2015

On November 5, 2015, the Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, Ron Powell and Bill Wheeler present, held a regular meeting at the Burnsville Town Center. Also in attendance were staff members Brian Buchanan, Chad Fox, Anthony Hensley, Niles Howell and Jeanne Martin; Town Attorney Heather Hockaday; and visitors Lucy Doll, Dean Gates, David Grindstaff, (Yancey Common Times) Councilor-elect Shannon Peterson, Wanda Proffitt, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of November, 2015.

- Public Comment
 - a. Lucy Doll reminded Council of an upcoming play that will be held at the Town Center, "The Christmas that Almost Wasn't." The play will be a fund raiser for the Burnsville Fire Department.
- Adoption of Agenda – As Councilors reviewed the proposed agenda, the Mayor asked that two revisions be considered. The first revision would be to postpone consideration of Item #8, Advisory Board Reappointments, until after the next meeting in order to allow newly-elected board members to have an opportunity to vote. The second revision would be to postpone consideration of minutes from a closed session held October 20, 2015, as they are incomplete at this time. Judy Buchanan made a motion to adopt the agenda with revisions as noted above. Ruth Banks seconded the motion, which carried.
- Consideration of Minutes – Minutes from the following meetings were available for consideration:
 - a. Regular meeting held October 1, 2015
 - b. Closed session held October 1, 2015
 - c. Special meeting held October 20, 2015

Judy Buchanan moved to approve all of the aforesaid minutes. Ruth Banks seconded the motion, which carried.

- Results of 2015 Municipal Election – The Mayor announced that Shannon Peterson, who was present at the meeting, has been elected to the Council seat currently occupied by Bill Wheeler, to whom a fond farewell was offered. Councilor Wheeler commented that it has been a pleasure to serve as a Council member, and thanked Ruth Banks for her assistance in the campaign. Congratulations were extended to Councilor Judy Buchanan, who was re-elected for another four year term.

The Mayor announced that the organizational meeting would be held at 6 p.m. on November 30, 2015, at the Burnsville Town Center.

- Consideration of Efficiency/Salary Study Contract – It was noted that the contract between the Town and Robert Branch for an Efficiency/Salary Study would need to be approved by the entire Council.

Judy Buchanan moved to approve the aforesaid contract, as revised from the original version. Ruth Banks seconded the motion, which carried.

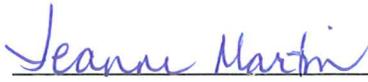
- Resolution to Declare Property Surplus – Councilors learned that a 2002 Impala, that was assigned to the Public Works Department, has developed a number of issues that would be impractical to repair. Permission to declare the vehicle surplus and advertise on GovDeals was requested. Ron Powell made a motion to declare the vehicle surplus. Bill Wheeler seconded the motion, which carried.
- Planning Board Report – Planning Board Chair Dean Gates, reported:
 - a. Minutes from the Planning Board meeting held October 15, 2015 were available for review.
 - b. Planning Chair Dean Gates said the Planning Board is in the process of reviewing all ordinances except for Article 9. He advised that there is quite a bit of potential development coming our way and the town is ready.
 - c. With regard to Council’s consideration of an appointment/reappointment, Mr. Gates said he would only entertain a one-year term.
 - d. Mr. Gates reported that the Main Street group, chaired by Ginger Johnson, met prior to the October Planning meeting. Representatives from the group recently attended a regional Main Street meeting that was mandatory for funding. The state-wide annual meeting, which Burnsville has attended each year of its membership, will be held in Goldsboro this year. Mr. Gates reported that NC STEP is being kept current by the Main Street group.
- Department Updates:
 - a. Administration:
 - Personnel Policy update (Jeanne Martin/Judy Buchanan)
 - ✓ With a few exceptions, the job descriptions are complete. A final review of the entire policy is currently underway. Details of personnel processes are being examined for accuracy.
 - ✓ State Health Plan – Application has been made and we are awaiting a Memorandum of Understanding from the State. We have been told that the earliest possible effective date will be February 1st.
 - Unpaid Balance Report pursuant to G.S. 105-369(a) dated October 28, 2015, was provided as an update of uncollected revenues, was available for review. Council was told that a variety of collection efforts are underway.
 - Tax releases pursuant to a listing attached to the agenda, and by reference made a part of these minutes, was requested. Ron Powell moved to release all taxes listed. Ruth Banks seconded the motion, which carried.
 - Finance Issues
 - ✓ Council reviewed the Budget vs. Actual dated October 28, 2015.
 - Mayor’s Administrative Report
 - ✓ Code of Ethics and an opinion from the School of Government was distributed for review, and will be discussed at a future worksession.
 - b. Fire Department – Chief Niles Howell reported
 - Status of Property – Chief Howell asked attorney Heather Hockaday to look into legalities involved in declaring the barn on the property as surplus.

- ✓ Fundraising efforts – 41 tickets have been sold for the ATV raffle; tickets will remain on sale through October 28th. Members are involved in promoting “*The Christmas that Almost Wasn’t*,” which is a fund raiser for the Fire Department.
 - Operations
 - ✓ Council reviewed the monthly call summary.
 - ✓ The Department will hold an open house and raffle at 11:00 a.m. at the BVFD.
 - ✓ There are possibly four live burn training opportunities coming up.
 - ✓ School fire drills are ongoing.
 - c. Police Department – Chief Brian Buchanan reported:
 - Chief Buchanan advised that the officer he has had out on sick leave has returned to work.
 - There was a large turnout for the Halloween event.
 - d. Public Works Department – Public Works Director Anthony Hensley reported:
 - The department is continuing with capital improvement projects. At the top of the water program is meter replacement, which has experienced a setback due to software issues that have been resolved. As to sewer improvements, filming is complete from OMC to Pine Swamp. Data is currently being reviewed by engineers.
 - The interim report on the GoldenLeaf grant for the hosiery mill is due December 1st. McGill has completed a survey and is currently drafting a plan to get water to the plant.
 - Work on the ARC grant for the Micaville project continues. McGill is currently working on documentation required by the Department of Commerce.
 - The solar panel has been installed on the speed sign on West Main Street and it is working well.
 - e. Town Center – Chad Fox provided an update on Town Center events, mentioning that there will be three trade shows, a concert on the 14th, and the play, “*The Christmas that Almost Wasn’t*.” He told council he is pulling together a wedding expo that will be held in February.
- Council Members’ Reports
 - a. Mayor Theresa Coletta:
 - The mayor reminded Council of the work session scheduled for November 17th. Denise Cook will attend to share results from the branding survey.
 - Updates from Advisory Boards and Non-Profits
 - a. Centro de Enlace – Available was a letter announcing the closure of the agency.
 - b. High Country Council of Governments – minutes and financials available.
 - a. Toe River Arts Council - minutes and financials available.
 - b. Yancey County Economic Development Commission – minutes were available.
 - EDC Director Wanda Proffitt reported on the submission of two grants for technical assistance for agricultural initiatives.
 - Council heard about an NC EDA conference in Asheville, followed by a Carolina West event, which provided an opportunity to invite and meet with developers for international economic partnership.
 - Mrs. Proffitt said she has been busy getting estimates to revamp the hosiery mill.
 - Other – Judy Buchanan moved to recess and reconvene in closed session. Motion carried.

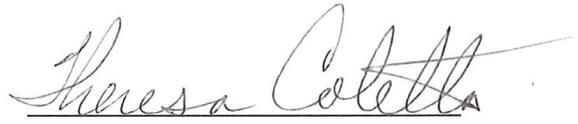
Pursuant to NCGS 143-318.11(a)(1) and NCGS 143-318.11(a)(3), and NCGS 143-318.11(a)(4), Council entered closed session.

No action was taken as a result of closed session.

- Next Regular Town Council Meeting – The next regular town council meeting will be held on Thursday, December 3, 2015 at 6:00 p.m., at the Burnsville Town Center to consider regular business for the month of December.
- There being no further business, Judy Buchanan moved to adjourn. Ruth Banks seconded the motion, which carried.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor

Request to board to release the following:

2015 tax year Personal Property

Acct #2095

McIntosh, Danny & Sharon

Property not in town

Release amount: \$4.15

Acct#2184

De La Casa

Out of Business 12/31/14

Release amount: \$61.50

Acct#2268

The New Vemco Music Co.

Should not have billed per county, included in error

Release amount: \$8.96

Acct #2169

Appalachian Marble & Granite

Should not have billed per county, included in error

Release amount: \$22.25

Acct #1547

Appalachian Marble & Granite

2014 Tax

Should not have billed per county, out of business

Release amount: \$25.37