

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, February 4, 2016

On February 4, 2016, the Town Council, with members Mayor Theresa Coletta, Ruth Banks, Shannon Peterson, and Ron Powell present, held a regular meeting at the Burnsville Town Center. Also in attendance were staff members Brian Buchanan, Leslie Crowder, Chad Fox, Niles Howell, Jeanne Martin and Ronnie Tipton; and visitors Lucy Doll, Dean Gates, David Grindstaff, (Yancey Common Times), Jessica Hensley, Jody Higgins, Rhonda Higgins, Woody Ryan, and others. Councilor Judy Buchanan was absent due to illness. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of February, 2016.

- Public Comment
 - a. Lucy Doll spoke on the subject of downtown neighborhoods in Burnsville. She distributed photos of deteriorating buildings.
- Adoption of Agenda – The mayor acknowledged Jessica Hensley, who was in attendance to speak on the subject of the *Color Run*, and asked that Council consider adding Ms. Hensley’s issue to the agenda. Ron Powell moved to adopt the agenda, with the revision requested. The motion was seconded by Shannon Peterson and carried.
- Consideration of Minutes – Minutes from the following meetings were available for consideration:
 - a. Regular meeting held January 7, 2016
 - b. Closed session held January 7, 2016
 - c. Special meeting held January 26, 2016
 - d. Closed session held January 26, 2016

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

- USA Cycling National Collegiate Championship – Police Chief Brian Buchanan said that Burnsville has been chosen as the site for one day of this 3-day event. He told Council that there are other events taking place that weekend, and he is proactively working with coordinators of those events to ensure as little disruption as possible.
- Color Run for Healthy Fun – Jessica Hensley, Director of the student health centers at both middle schools, spoke to council about plans to host a *Color Run*, a family event to promote health. The proposed date is April 22, with registration from 5-6 p.m., a race/walk from 6-8 p.m., and road closure for a “block party” with a D.J. and a photo booth from 5-8 p.m. Her plan is to use the same route used for the *Fit Family 5(k)*. Fund raising will benefit the middle school health centers.

She has experienced difficulty obtaining insurance coverage for the event without expense and asked Council to consider sponsoring this event. Councilors discussed the possibility of conflicts with churches, which Jessica said she would check on. Fire Chief Niles Howell said the event should

be advertised in advance in landlocked neighborhoods. Shannon Peterson moved to approve the event and town sponsorship of the *Color Run*. Theresa Coletta seconded the motion, which carried.

- Contract for FY 2015-2016 Audit – Finance Officer Leslie Crowder presented a contract for Council consideration prepared by Young, Miller and Gillespie for the town’s FY 2015-2016 audit. She noted there is a slight increase in cost from last year.

Ron Powell moved to accept the contract as written. Theresa Coletta seconded the motion, which carried.

- Planning Board Report – Available for review were minutes from a Planning Board meeting held January 28, 2016. Planning Board Chair Dean Gates said that he has agreed to serve as Chair of the Planning Board for one more year, with Harrison Tyner as Vice-Chair. The Board continues to search for new members, as three existing members have served since inception. Mr. Gates will furnish a sample ad for the Town Clerk to publish.

Mr. Gates spoke about the importance of the *Main Street* program, and mentioned that the annual March conference, in Goldsboro, is coming up. He said that Woody Ryan is interested in attending, and he is hoping the newest Planning Board member would be able to attend as well. One free tuition is available for Main Street members, and the town has paid for an additional attendee in the past, which is approximately \$160 plus lodging.

Theresa Coletta moved to approve and cover the cost of registering an additional Planning Board member for the Main Street conference. The motion was seconded by Ron Powell and carried.

- Petition for Voluntary Annexation – Ronnie Tipton said has concerns over the cost of providing sewer service to the subject property, as none exists at the moment. Additionally, if improvements on the property would require fire protection, our water line is insufficient and an upgrade similar to the project on Ferguson Hill would be necessary. Mr. Tipton said he has had several conversations with Heather Hockaday over this issue, and her opinion is the town probably should propose an agreement with the developer that he would accept the burden of these upgrades prior to the town agreeing to provide service.

Ronnie Tipton, Heather Hockaday, the developer and his attorney are meeting next week.

- Department Updates:
 - a. Administration:
 - Personnel Policy update (Jeanne Martin/Judy Buchanan)
 - ✓ The policy will need further review now that the Efficiency/Salary study is complete.
 - Unpaid Balance Report pursuant to G.S. 105-369(a) dated February 1, 2016, provided as an update of uncollected revenues, was available for review. Council was told that a variety of collection efforts are underway.
 - *Order to Advertise Taxes* – Ruth Banks moved to order the tax collector to advertise uncollected taxes. Shannon Peterson seconded the motion, which was unanimously approved.

- State Health Plan – town employees are now members of the State Health Plan. Cards have arrived and we estimate at least \$60,000 in annual savings.

As we transitioned to the State Health Plan, we have been working on some concerns:

1. Within a week of membership, we became aware that serious changes were being considered (i.e., elimination of 80/20 option and spouse coverage). This news concerned our employees, but we recently heard the proposed changes are now being reconsidered.
2. A more complex concern is our uncertainty over the town's need to be ACA compliant. We will be exploring this in the next month and will bring suggestions (if any) to the March meeting.

- Finance Issues

- ✓ The Budget vs. Actual dated February 1, 2016 was previously provided to Council for review.

- Mayor's Administrative Report

- ✓ Affirmation of Municipal Resolution for Inclusion in Yancey County's Proclamation of a State of Emergency (dated January 26, 2016) – Council was asked to ratify the Municipal Resolution and rescind the State of Emergency. Ron Powell moved to ratify and rescind the aforesaid Municipal Resolution. The motion was seconded by Shannon Peterson and carried.

b. Fire Department – Chief Niles Howell reported:

- Status of Property

- ✓ Fundraising efforts – A fundraiser, *Battle of the Blues*, has been scheduled at the Town Center for February 17th. Tickets are \$10, \$12 at the door.
- ✓ The department has been in conversations with the Local Government Federal Credit Union concerning a loan for the new building. Before estimates can be released, the Credit Union requires approval from Council to proceed with a quote. Theresa Coletta moved to authorize the Fire Department to research funding through the Local Government Federal Credit Union. The motion was seconded by Shannon Peterson and carried.

Chief Howell discussed the need to send RFQs for architectural services for the building, which he will research with Heather Hockaday. Theresa Coletta moved to authorize the Fire Department to send RFQs for architectural services. Ron Powell seconded the motion, which carried.

Chief Howell said he also plans to speak with the town attorney about the disposal of the barn on the property.

- Operations

- ✓ Council reviewed the Fire Department's Monthly Update.
- ✓ Council was asked to approve an application for a FEMA grant for new airpacks, for which the town would match \$5,000. Ron Powell moved to approve the aforesaid application. Theresa Coletta seconded the motion, which carried.

c. Police Department – Chief Brian Buchanan reported:

- An activity log was available for review.
- The department is preparing for spring and summer events on the square.

- d. Public Works Department – Ronnie Tipton reported:
 - GIS Mapping – McGill just finished a comprehensive water map. In the coming year we will be working on creating a similar map for the sewer operation.
 - Automated Meter Reading Project – We are currently finishing the install of the previously purchased 100 meters. We are hoping to purchase and install another 100 in the upcoming year.
 - Micaville Water Line – At this point we are awaiting environmental approval at the state level.
 - East Yancey Sewer District - Project will probably be online in two to three months. We will need to work with the county on billing issues, etc., and will need to train a plant operator, although the operation will be small enough to use an existing employee. It is not expected that there will be enough sewer to keep the plant alive and running for a while, so we will need to collect sewage and haul it to our plant for treatment.
 - Baker’s Creek Sewer Meter – Still in the engineering stages. At this time McGill is researching the most cost effective method of accomplishing this.
 - Burnsville Hosiery Mill Project –
 1. Conducted the bid opening this morning. McGill invited 8 contractors to bid on this project; we received 5 sealed bids. Upon opening it was determined that Stillwell Enterprises was the low bidder, at approximately \$20,000 under expectations.
 2. McGill’s knew the importance of this project and prepared a recommendation of award and certified bid tabulation today.
 3. If Council chooses to award project to the low bidder tonight, the contractor is eager to begin work as soon as possible. Ron Powell moved to award the project to Stillwell Enterprises, contingent on town attorney’s review and GoldenLeaf’s approval. Theresa Coletta seconded the motion, which carried.
- e. Town Center – Manager Chad Fox reported on upcoming events, including a Lifeline Screening, the first political event of the season, the Fire Department’s fund raiser, a prom fashion show, and a Wedding Expo with 27 vendors, musicians, and a D.J.

- Council Members’ Reports

- a. Mayor Theresa Coletta:

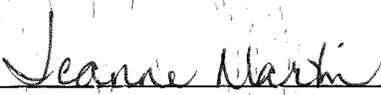
- The Mayor reminded Council of a work session with Heather Hockaday on the town’s zoning ordinance that is scheduled for February 10th at 4 p.m. at the Town Center.
- The Mayor also reminded Council of a work session and Public Hearing on economic development that is scheduled for February 16th at 3 p.m. at the Town Center.
- Council members received information on Connect NC which will be discussed on the 16th.
- The Mayor announced she will be bringing a pie chart depicting the water/sewer capital improvement projects to the February 16th work session.

- b. Councilor Ron Powell asked Council to consider the Public Art Design Board Policy that was distributed for review last month. Ron Powell moved to approve the aforesaid policy. Theresa Coletta seconded the motion, which carried.

- Updates from Advisory Boards and Non-Profits

- a. Yancey County Economic Development Commission – minutes were available.

- Next Regular Town Council Meeting – The next regular town council meeting will be held on Thursday, March 3, 2016 at 6:00 p.m., at the Burnsville Town Center to consider regular business for the month of March.
- There being no further business, Ron Powell moved to adjourn. Shannon Peterson seconded the motion, which carried.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor