

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, May 5, 2016

On May 5, 2016, the Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, 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, Jon England, Chad Fox, Niles Howell, and Jeanne Martin; town attorney Heather Hockaday; and visitors Harry Buckner, Lucy Doll, Dean Gates, David Grindstaff, (Yancey Common Times), Rhonda Higgins, Mike Hoskins, Ginger Johnson, Gary Peterson, Wanda Proffitt, Woody Ryan, Jerri Storie, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of May, 2016.

- Public Comment
 - a. Mike Hoskins spoke about the Chamber's plans to hold a "clean-up day" on May 21st beginning at 10 a.m.
 - b. Lucy Doll presented a Literary Festival update, mentioning that the festival will be the 2nd week in September.
- Adoption of Agenda – Ron Powell mentioned he would be leaving early and would like to remain at the meeting through Item #10 if he could get the department updates at a later time. He also mentioned that he would be visiting family out-of-state during the May 24th work session, but plans to attend via skype. Ron Powell then moved to adopt the Agenda as presented. Shannon Peterson seconded the motion, which carried.
- Consideration of Minutes – Minutes from the following meetings were available for consideration:
 - a. Regular meeting held April 7, 2016
 - b. Special meeting held April 20, 2016

Ron Powell moved to approve the aforesaid minutes, as written. Shannon Peterson seconded the motion, which carried.

- Planning Board Report – Minutes from the Planning Board meeting held April 21, 2016 were available for review.

Dean Gates told Council that the Planning Board will be reviewing conditional uses. He will bring recommendations back to Council as they are developed.

- Zoning Variance Request – Henson/Harding Property – Council was told that Planning has considered a variance request on the Harding property and has recommended that it be denied. A hearing with the Board of Adjustment is the next step in this process. A hearing date of June 24, 2016 at 3 p.m. was scheduled at the Burnsville Town Center.
- Proposed Map Amendment to the Town's Zoning Ordinance – Jon England reported on the follow-up conducted by him and Ronnie Tipton with property owners subsequent to the public hearing

held in April on proposed map amendments to the Town's Zoning Ordinance that would occur as a result of rezoning the following tract or parcel of land from Residential to Commercial zoning:

That tract of land more particularly described at Yancey County Deed Book 447, Page 352, and listed in the Yancey County Tax Office with Parcel Identification Number 082015635576000.

The results of their discussion were taken to the Planning Board, and they are upholding the request for rezoning from Residential to Commercial. It was noted that the Plan Consistency Statement was read at the April hearing. Judy Buchanan moved to adopt the Plan Consistency Statement. Ruth Banks seconded the motion, which carried.

Judy Buchanan made a motion to amend the zoning on the subject property from R-10 to C-2. Ron Powell seconded the motion. Voting was as follows:

<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>
Ruth Banks		Shannon Peterson (recorded as an "aye")
Judy Buchanan		
Theresa Coletta		
Ron Powell		

- Proposal and Time Line for Water/Sewer Improvements
 - a. Proposal for the Updated AMP/CIP by McGill Associates – Harry Buckner (McGill Associates) said that in order for the Town of Burnsville to be able to present the most attractive grant applications, we would need to have updated plans in place. Updated planning documents can also be useful for staff in decision making. He reminded Council that both of our documents were the result of grant funding.

McGill Associates is proposing to update both documents for \$43,700, with a completion date of July 31st. To make sure the process is transparent, fees have been budgeted in for monthly progress meetings. Based on interest that appears to exist among Council, it is believed that project oversight would be helpful. Ron Powell will be appointed to work with McGill on the financial aspects. Ron Powell moved to accept the proposal, including the finance piece for \$43,700, and authorize the Mayor's signature on the proposal. Judy Buchanan seconded the motion, which carried.
 - b. CDBG-1 Application Timeline – Available for Council review was an application timeline that demonstrated we are moving ahead as planned.
- Public Art Design Board Vacancy – The Mayor reminded Council that Ron Powell has resigned from the Public Art Design Board and the issue was tabled last month to allow time to consider his replacement. One option would be to revise the policy as to Council membership on the Public Art Design Board. After Judy Buchanan agreed to accept the position, Shannon Peterson moved to appoint her to the Public Art Design Board. Ron Powell seconded the motion, which carried.
- Petition for Voluntary Annexation – True North Equities, LLC – Jon England provided an update, mentioning that we are waiting for easements and surveys. He recommended the item be tabled until next month. Heather Hockaday announced that the easements have been prepared and

circulated and should be signed this week. She advised she would be meeting with Jamie McMahan next week and may have them then.

- July 4th Celebration (on July 2nd) – Council heard that Ronnie Tipton has been able to book entertainment (*Bone Pony*) from 6:30-9:30 on July 2nd.
- Department Updates:
 - a. Administration:
 - Personnel Policy update – Heather Hockaday reported that when the major revision of the town’s Personnel Policy was undertaken, the League of Municipalities recommended review by a law firm in Cary, NC, who quoted \$1500 for the review. Mrs. Hockaday commended the staff and those involved for their work and said she had an interest in meeting again with them upon completion of her review and attendance at a law update on laws affecting personnel in 2015. She has had no response from the Cary law firm in response to our readiness for legal review, so she has spoken with another firm in Gastonia that has agreed to review for the same fee (up to \$1500 with 10 hours of time). Ron Powell moved to approve engaging this law firm and the fee for their services. Judy Buchanan seconded the motion, which carried.
 - Unpaid Balance Report pursuant to G.S. 105-369(a) dated April 27, 2016, provided as an update of uncollected revenues, was available for review. Council was told that a variety of collection efforts are underway. We have entered into several payment agreements in the past few months.
 - Finance Issues
 - ✓ The Budget vs. Actual dated April 29, 2016 was previously provided to Council for review.
 - ✓ Council considered budget amendment for the replacement of two roofs, one at the Town Center and the other at the Fire Department. \$14,500 will come from the General Fund Balance, and \$8940 will be moved in the Fire Tax Department from Contribution to Capital Reserve to Capital Outlay. Ruth Banks moved to approve the aforesaid budget amendment. Shannon Peterson seconded the motion, which carried.
 - b. Fire Department – Chief Niles Howell reported:
 - Status of Property
 - ✓ Fundraising efforts – Nothing new at this point.
 - ✓ Currently studying fire tax revenues. Recently met with other departments over shortfalls; all have the opportunity to request changes in the tax rate. Probably every department will ask for change, but Burnsville came out of the revaluation better than most.
 - Operations
 - ✓ Council reviewed the Fire Department’s Monthly Update.
 - ✓ Full time employee has resigned, and we are exploring the option of hiring part-timers to replace him. Would like to keep the position and money, however.
 - c. Police Department – Chief Brian Buchanan
 - The police activity log was available for review.
 - The bicycle and foot race will be held next Saturday. In preparation, have met with the Fire Chief, the DOT, Young and McQueen and others about the logistics. Officers have

been going door to door to inform residents and businesses that it will be difficult to move around, but we are trying to make accommodations. Volunteers are needed.

- d. Public Works Department – On behalf of Ronnie Tipton, Jon England reported:
 - The hosiery mill water line is now complete and ready for the meter to go in.
 - This week had emergency repair at sewer plant. The line was slowly deteriorating, but became an emergency. Stillwell Enterprises, the contractor that performed the work at the hosiery mill, was contracted at a cost of \$27,029.65.
 - The East Yancey Sewer District project is moving forward. The county has been mowing manholes; Jad Brewer has furnished price to Yancey County for start-up ORC services. We are still hoping for a July 1 start date; we will be purchasing a tractor to mow the right-of-way.
- e. Town Center – Manager Chad Fox gave an update on upcoming events which include graduation parties, Lifeline, the Chamber of Commerce’s Scholars’ luncheon, and June shows.

- Council Members’ Reports

- a. Mayor Theresa Coletta:

- The Mayor reminded Council of a work session that is scheduled for May 24th at 3 p.m. at the Town Center. At that meeting we will have a presentation by Tim Honeycutt with the *Better Burnsville Action Guild*. The mayor has realized the concerns of the business owners includes our approaching the third season with bypass construction issues. After hearing that Young and McQueen would get another extension (5/30/16 according to the DOT; 9/30/16 according to Young & McQueen), it was decided that there should be a conversation between the DOT, Young & McQueen, and representatives from the town and the businesses. The various representatives listened to concerns and agreed to be much more sensitive to us, such as in the area of large and numerous barrels.

- Updates from Advisory Boards and Non-Profits

- a. High Country Council of Governments – minutes and financials available
 - b. Public Art Design Board (March 2, 2016 and March 21, 2016 minutes available)
 - c. Toe River Arts Council (minutes and financials available)
 - d. Yancey County Public Library (minutes and financials available)
 - e. Yancey County Economic Development Commission – No minutes available.

Wanda Proffitt reported on the entrepreneurial competition for middle school which was held at the Town Center in the past month. This event is cosponsored by the EDC and the Burnsville Development Group (BDG). There were six teams this year that presented business plans for businesses that could thrive in Burnsville.

Mrs. Proffitt gave an update on the Mt. Mitchell Centennial.

Mrs. Proffitt advised she met recently with George Collier (NC DOC) regarding the proposal that every town have downtown wifi. She is hoping we will be successful in a grant application for free wifi through our broadband work.

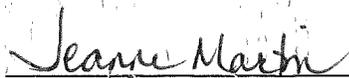
The water line at the hosiery mill has been extended to the building. They used the same contractor we used for the town's part of the extension and were able to save \$5000 by doing so.

It is hope that we will be successful in an EDA grant application for a Strategic Plan. The grant requires a 50-50 match, which she has asked the County to provide.

She has had a conversation with Dean Gates about combining a small County Fair with Old Timey Days.

Mrs. Proffitt has just returned from a conference in Philadelphia where she was able to make good contacts in economic development partnerships.

- Next Regular Town Council Meeting – The next regular town council meeting will be held on Thursday, June 2, 2016 at 6:00 p.m., at the Burnsville Town Center to consider regular business for the month of June.
- There being no further business, Judy Buchanan moved to adjourn. Shannon Peterson seconded the motion, which carried.



Jeanne Martin, Town Clerk



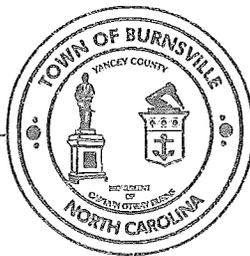
Theresa Coletta, Mayor

Theresa Coletta
Mayor

Town of Burnsville

Jeanne Martin
Town Clerk

Councilors:
Ruth L. Banks
Judy Buchanan
Shannon Peterson
Ron Powell



RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS AND AUTHORIZING ITS DISPOSAL

NOW, THEREFORE, BE IT RESOLVED by the Town Councilors of the Town of Burnsville, North Carolina, that the following property is hereby declared surplus and disposal of the property is authorized in accordance with North Carolina General Statute 160A-266:

Item Description

Miscellaneous equipment per Attachment "A"

Adopted this the 2nd day of June, 2016.

Jeanne Martin
Town Clerk

Theresa Coletta
Mayor

REQUEST DECLARATION OF SURPLUS PROPERTY

Request to have the following declared surplus property:

- 1) HP Laserjet CP1525nw Color Printer
- 2) Dell 3100cn Printer
- 3) Old telephone
- 4) Smith Corona Typewriter
- 5) Logitech keyboard (3)
- 6) HP Computer Monitor (2)
- 7) Xerox cartridge
- 8) Okidata ribbon (3)
- 9) Mouse (9)
- 10) Toner TDR-3100BK
- 11) Ko-Rec-type film ribbon for typewriter
- 12) HP Computer
- 13) Correction tape for typewriter
- 14) Nu-Kote ribbon (5)
- 15) 1 Box Printout Binders
- 16) Xerox Laser Print Cartridge Phaser 4510
- 17) HP Inkjet print cartridge 45 black (3)
- 18) HP Inkjet print cartridge 78 tri-color (4)
- 19) HP Inkjet print cartridge 95 tri-color (3)
- 20) Okidata microline 100 series ribbon
- 21) Okidata microline 390,391 series ribbon (5)
- 22) Acco fasteners (2 boxes)
- 23) Innovera toner (2)
- 24) Scotts Riding Mower (does not function, engine unrepairable)

The above items exceeded their useful life and no longer serve their needs.

May 12, 2016