

BURNSVILLE TOWN COUNCIL
Regular Meeting - Thursday, January 4, 2024, 6pm
Burnsville Town Hall

On Thursday, January 4, 2024, 6pm, the Burnsville Town Council with Mayor Russell Fox and members Judy Buchanan, Bill Wheeler, and Randy Ollis present, held a regular meeting at the Burnsville Town Hall. Member Denise Collier was absent. Also in attendance were town staff members Heather Hockaday, Shane Dale, Brian Buchanan, Niles Howell, Leslie Crowder, Chad Fox, and several visitors. Mayor Fox who presided, called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct regular business for the month of January 2024.

Adoption of the agenda - Bill Wheeler moved to adopt the agenda as presented. Judy Buchanan seconded the motion, which carried. All were in agreement.

Public Comment

- Lucy Doll spoke about the benefits of trees and the importance of protecting them.
- Grace Collins said that there is a new vape shop on East Main Street with excessively bright lights. She was concerned about the message to children that having these types of businesses at each end of town could have.
- Danny McIntosh, on behalf of several mayors, thanked Ricky Crout for his service to the Town's water treatment plant.

His thoughts and prayers were with Town Manager Heather Hockaday with the passing of her mother. He fondly recalled a few stories about her family, saying they were about giving back and you can not measure what they have meant to the community.

Consideration of Minutes - Minutes from a special meeting held on December 11, 2023 were considered. Randy Ollis made a motion to approve the minutes as read. Bill Wheeler seconded the motion, which carried. All were in agreement.

Public Hearings - There were none.

Presentations

- Ricky Crout's retirement - Mayor Fox talked about the many accomplishments that Ricky achieved while leading the Water Treatment Plant for the Town. He Presented Mr. Crout with a plaque that read "In sincere appreciation for your dedicated and loyal years of service to the Town of Burnsville, NC. We hope that you enjoy your well deserved retirement! 31 Years of Service." Mr. Crout said that he wanted the Town to continue to recognize how important water is. He is retiring but still cares and asked that the Council support the water plant staff.
- Recognition of Phil Trew - Town Manager Heather Hockaday presented a resolution for Phil Trew of the High Country Council of Governments, noting his guidance, grant writing assistance, and many planning efforts he has led over the years. Mayor Fox moved to approve the *Resolution of Appreciation To Phil Trew*. Judy Buchanan seconded the motion which carried. All were in agreement.
- Water System GIS - Tatiana Magee was unavailable.

- **Auditors Report, Sharon Gillespie**
Mrs. Gillespie presented the audit and made copies available. She said 2023 was an incredible year in the financial department, highlighting exhibits in the D-section and the numerous capital projects that are included. She reviewed the Audit Opinion and financial highlights, mentioning a land donation and several grants.

Mrs. Gillespie reviewed the Statement of Activities, saying it was a really good year. She said that the Current Flow Method, on page 23, shows the dollars coming in that can be spent for the citizens. The 2023 revenues were consistent with 2022, but the expenses were lower due to the completion of the new fire department in 2022.

Mrs. Gillespie said that the Water and Sewer funds on page 27 were being well managed, with positive operating income. She said that there are many towns that have operating income in the red. The bottom lines look even better because of the capital grants.

Mrs. Gillespie complimented the towns tax collection efforts while discussing the Current Tax Levy as the collection rate increased from 98.51 to 98.78. She said that the size of the audit increases because of the eight capital projects and the inclusion of a single audit. Findings on the single audit were the same, with no finding on either audit. She reminded the Council to stay involved in the finances of the Town.

Manager's Update

Christmas decorations - Heather Hockaday thanked Jason Chandler for his work decorating Town Hall for Christmas, saying that the Town had received great feedback.

Meadow Road update - A few days prior, Mrs. Hockaday received a revised plan from engineers to fix the culvert. She is still waiting on a cost estimate and civil site plan.

Wheeler property update - Mrs. Hockaday said that the property went up for auction in August because of the large sewer judgment and after the sale of the property, the Town's water and sewer fund has received \$201,308.00.

Tax Report - Mrs. Hockaday presented a tax report and said that the delinquent date was coming up so staff has been busy. She thanked the staff for the great collection rate.

Clerk's Update

CDBG-I Semi-Annual Self Report - For compliance on the CDBG-I West Main Sewer Interceptor Improvements project grants #20-I-3604 & #16-I-3154, Town Clerk Chad Fox reported the following to the Town Council:

- There have been no Section 504/Americans With Disabilities Act complaints to the Town during the last 6 months.
- There have been no Fair Housing complaints to the Town during the last 6 months.
- There have been no Limited English Proficiency translation requests in the last 6 months.

Consideration of Planning Board alternate - Bill Wheeler moved to appoint Cherie Turner as an alternate to the Planning Board. Randy Ollis seconded the motion, which carried. All were in agreement.

Department Updates

1. **Public Works** - Public Works Director Shane Dale reported that the generator at the River Pump Station is operational and that work to camera the sewer lines for the East interceptor project is nearly complete. He also thanked Ricky Crout for his service, saying that he never

had to worry about the quality of his work at the water plant.

2. Finance - Finance Officer Leslie Crowder previously provided a budget vs actual and overtime report.

SDF program update - Mrs. Crowder said that there will be a presentation at the February Council meeting.

Randy Ollis, on behalf of everyone, said that Mrs. Crowder is to be commended for the outstanding audit.

3. Fire Department - Fire Chief Niles Howell presented a call summary for the month of December with 427 calls for the year and 15 calls for the month. He mentioned an issue with the building's air compressor and said that they have added three new members.
4. Police Department - Police Chief Brian Buchanan presented an activity log and mentioned that, with the addition of Officer Caelan Holmes, the department is fully staffed.
5. Zoning/Code Enforcement - Zoning Administrator Brian Buchanan mentioned an upcoming Planning Board meeting.
6. Burnsville Town Center - Town Center Manager Corbin Cooper was unavailable.

Council Members Report

- Randy Ollis mentioned that the elevator at Mountain Village was back operational.

He also mentioned an incident where new Police Officer Holmes helped save a local man's life. He said that he would like to see the Burnsville Police officers more involved on calls and requested that Manager Hockaday discuss the matter further with Chief Buchanan to develop a protocol to be more involved in, at least, the major events.

- Bill Wheeler said that the recent High Country Council of Governments meeting was canceled due to weather.

Updates from Advisory Boards and Non-Profits

- Yancey/Burnsville Chamber of Commerce - Interim Director Pete Krulder was unavailable.

Closed Session - There was none.

Next Town Council Meeting - February 1, 2024, 6pm.

Adjourn - With there being no further business, Judy Buchanan moved to adjourn the meeting at 6:57pm. Bill Wheeler seconded the motion, meeting adjourned.



J. Chad Fox, Town Clerk





T. Russell Fox, Mayor

Russell Fox
Mayor
Heather Hockaday
Town Manager/Attorney
Chad Fox
Town Clerk

Town of Burnsville

Councilors:
Judy Buchanan
Denise Collier
Randy Ollis
Bill Wheeler



**RESOLUTION OF APPRECIATION
TO PHIL TREW,
DIRECTOR OF PLANNING AND DEVELOPMENT OF HIGH COUNTRY COUNCIL OF
GOVERNMENT ON THE OCCASION OF HIS RETIREMENT**

WHEREAS, PHIL TREW, while working, during the past 28 years, for the High Country Council of Government, has assisted the Town of Burnsville in essential planning and multiple projects benefiting the Town, its businesses and residents, and

WHEREAS, his guidance, assistance and grant writing skills on behalf of the Town of Burnsville has resulted in the Town receiving millions of dollars in grant funding for critical infrastructure projects planning efforts; and

WHEREAS, during these years, Phil Trew has lead numerous planning efforts for economic development and growth and always been available to give valuable advice and support for projects and funding opportunities that would benefit the citizens of Burnsville and Yancey County; and


WHEREAS, Phil Trew through his knowledge, expertise and humor has earned the admiration and high regard of those with whom he has worked with during his time at the High Country Council of Government.

NOW, THEREFORE, BE IT RESOLVED that the Burnsville Town Council and staff do hereby express sincere appreciation and best wishes for a wonderful retirement to PHIL TREW, for his tireless dedication to our community, this the 4th day of January, 2024.

Attest:


Chad Fox, Town Clerk




T. Russell Fox, Mayor

Application to Serve on Planning Board for the Town of Burnsville

Name: Robert Byrd

Physical Address: 61 Birch Lane, Burnsville NC. 28714

Mailing Address: 61 Birch Lane, Burnsville NC. 28714

Home Phone: 728-395992 Work Phone: Same Mobile Phone: Same

Email Address: abc28714@gmail.com

I reside in the home that I own at 61 Birch Lane Burnsville or
(address of my home within the city limits)

I own property in the Town of Burnsville at _____ or
(address of property within the city limits)

I own a business in the Town of Burnsville at 24 Bernet Street
(name and address of business within the city limits)

- Yes
 No

Why do you wish to serve on the Town of Burnsville's Planning Board?

I've lived and worked in Yancey County and the town of Burnsville for the majority of my life and feel that as a local resident and business owner I can provide a measure of support and stewardship towards our community.

Please list any special skills, experience, background, work experience, etc. which would assist you in working on the Planning Board:

25 Years experience in residential & Commercial construction also experience in retail sales and Public Service, Member of the Burnsville Fire department, local business owner, and networking promoter

Robert Byrd
Signature

2/23/20
Date

Please return completed application to:

Town Clerk
Town of Burnsville
Post Office Box 97
Burnsville, NC 28714



Town of Burnsville
Advisory Board/Commission Application
 PO Box 97, Burnsville, NC 28714
 (828) 682-2420
 www.townofburnsville.org

Name: Cherie Turner
 Home Address: 649 Reservoir Road, Burnsville 28714
 Phone# Home: - Work: - Mobile: 704-640-8792
 Email: cherie.turner2009@gmail.com

- Do you reside in the Town of Burnsville? Yes No Resident since: 2020
- Do you own a business or property in the Town of Burnsville? Yes No
 Name/Address: home - see above

Board or Commission in which you wish to serve: Planning Board
 Are you seeking re-appointment? Yes No Currently applying as Alternate Member
 Do you currently serve on any other boards, if so, which? no

Why do you wish to serve on the Town of Burnsville in this capacity? I have a desire to see Burnsville grow through thoughtful and well-planned development. I feel the Planning Board is critical to this goal and I would like to contribute and participate in this process.

Please list any special skills, experience, education, certifications, etc. which would contribute to the purpose of the Board or Commission in which you are applying. B.A. Accounting CPA with 25 years experience in public/private accounting 6 years service on Salisbury Economic Development Committee 20 years service on various non-profit boards & organizations

Please note that residency within the Town of Burnsville is required for some Boards or Commissions. Information on each Board/Commission can be found on the Town's Website.

All Town of Burnsville Advisory Boards and Commissions must operate by the ethics, policies and laws set forth in the Burnsville Advisory Boards & Commissions Handbook.

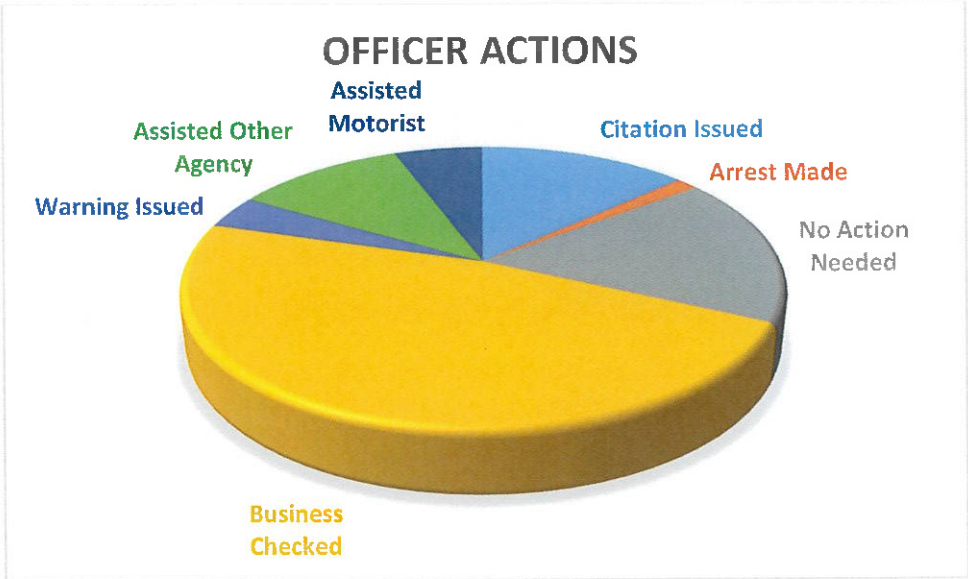
I understand that submission of this application in no way guarantees that I will be appointed to a Board or Commission by the Burnsville Town Council and that this application is a public record, subject to disclosure upon request pursuant to North Carolina Public Records Law (NCGS 132-1). I certify that the facts contained in this application are true and correct to the best of my knowledge.

Print Name: Cherie Turner

Signature: Cherie Turner Date: 11/27/22

Please return completed application to:
 Town Clerk
 Town of Burnsville
 Post Office Box 97
 Burnsville, NC 28714
 clerk@townofburnsville.org

December Activity Report



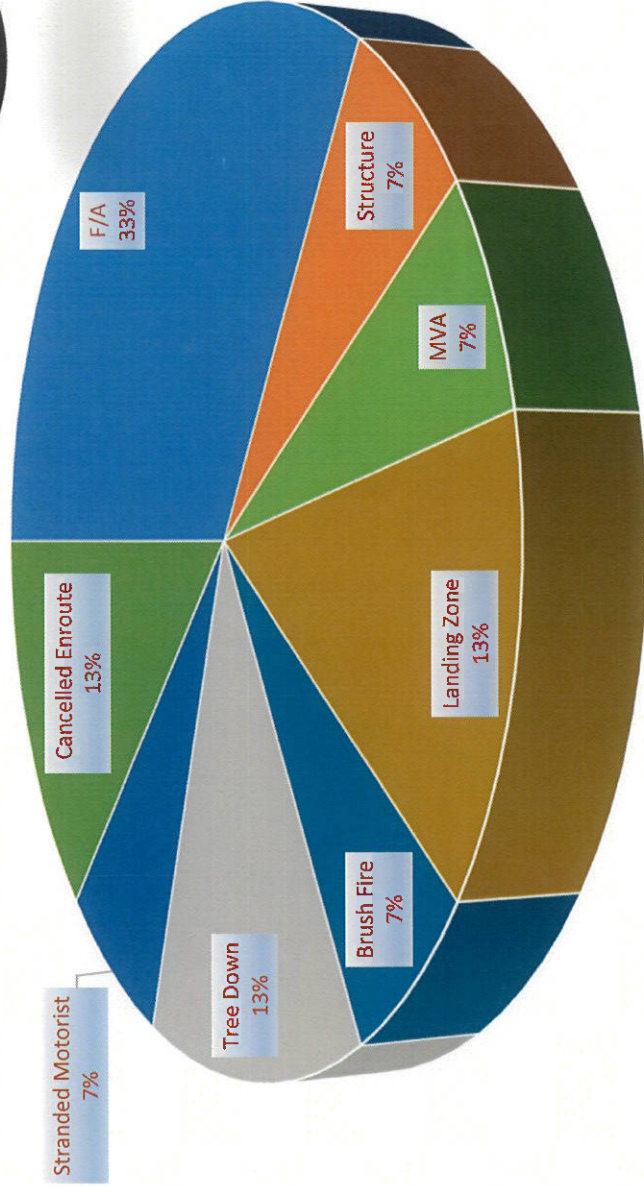


1/4/2024

Fire Department Monthly Call Summary for December 2023



F/A	5
Structure	1
Assist EMS	
Standby	
Assist Police	
MVA	1
Public Service	
Drill	
Hazmat	
Landing Zone	2
Brush Fire	1
Road Hazard	
Investigation	
Powe Line Down	
Tree Down	2
Bomb Scare	
CO Alarm	
Smoke Det. Alarm	
Stranded Motorist	1
Search	
Vehicle Fire	
Fire - Other	
Rescue/Extrication	
Cancelled Enroute	2
No Call	



- F/A
- Public Service
- Investigation
- Stranded Motorist
- Structure
- Drill
- Powe Line Down
- Search
- Assist EMS
- Hazmat
- Tree Down
- Vehicle Fire
- Standby
- Landing Zone
- Bomb Scare
- Fire - Other
- Assist Police
- Brush Fire
- CO Alarm
- Rescue/Extrication
- MVA
- Road Hazard
- Smoke Det. Alarm
- Cancelled Enroute

Mutual Aid Calls - 1

Total For Month--15

Total For Year - 15