

BURNSVILLE TOWN COUNCIL
Regular Meeting - Thursday, December 1, 2022, 6pm
Burnsville Town Center

On Thursday, December 1, 2022, the Burnsville Town Council with Mayor Russell Fox and members Judy Buchanan, Denise Collier, Randy Ollis and Bill Wheeler present, held a regular meeting at the Burnsville Town Center. Also in attendance were town staff members Heather Hockaday, Shane Dale, Leslie Crowder, Niles Howell, Chad Fox, and Corbin Cooper; and visitors, Danny McIntosh, Jamie McMahan, Richard Gierloff, Lucy Doll, and Mary Fernandez, among others. Mayor Fox, who presided, called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct business for the month of December 2022. The meeting was streamed live for the public on the Burnsville Town Center's YouTube Channel.

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

Public Comment

- Lucy Doll spoke about an incident on Summit Street where a speeding car hit and killed a dog. She said that more signage, such as flashing signs and speed limit signs would help with the increased traffic due to the Azalea Lane closure. She also encouraged Area C of the Town Center to be used as an aid to catering business, helping them reduce waste with amenities such as a commercial kitchen.

Mayor Fox said that discussions will be held with the Police Department about having more of a presence on Summit Street and that the repairs on Azalea Street will begin soon.

- Paddy Nygard talked about a fundraiser for Yancey Feed-A-Child, happening on the following day. She gave background on the non-profit and how it has grown.
- Mary Fernandez, a new Burnsville resident living on Summit Street, spoke about how fast people drive on her street and encouraged speed limit signs and sidewalks. Mayor Fox assured her that they will look into solving the issues.

Consideration of Minutes - Minutes from a regular meeting held on November 3, 2022 were considered. Randy Ollis made a motion to approve the minutes as read. Judy Buchanan seconded the motion, which carried. All were in agreement.

Public Hearings - There were no public hearings.

Presentations

- Recognition of Jason Chandler - Mayor Fox recognized Sergeant Jason Chandler of the Burnsville Police Department for recently attaining his Advanced Law Enforcement Certificate. Mayor Fox said that we would like to recognize and congratulate Sergeant Chandler for his accomplishment and dedication to the citizens of Burnsville.

Discussion of lease proposal for Area C - A proposal from UPS to rent Area C of the Burnsville Town Center for ten years was received. Mayor Fox said that the space is intended as a start-up space and has had success in the past. Bill Wheeler agreed that the time frame was too long.

Heather Hockaday gave background on the proposal, saying that a UPS franchise had approached the EDC and Town about using the space for ten years. Rent over the ten years would be around \$220,000. UPS would alter the space and use a portion of the paved area. They would be open seven days a week and would ask the Town to pay a brokerage fee. Judy Buchanan and Denise

Collier felt that a ten year lease was too long and both had concerns about parking. Judy Buchanan moved to not proceed with the UPS proposal for the rental of Area C and have Manager Hockaday reach out to the interested party and communicate the Council's decision. Bill Wheeler seconded the motion, which carried. All were in agreement.

Mayor Fox left the meeting at 6:19pm. Mayor pro tem Judy Buchanan presided over the rest of the meeting.

Manager's Update - Town Manager Heather Hockaday

Project updates

1. Stream daylighting project - Mrs. Hockaday reported that Soil and Water has received a nearly \$200,000 grant to go along with a previously awarded grant for the project near the Town Maintenance Shed. She was part of a recent meeting with Shane Dale and engineers, who are working on a plan. They will then work with FEMA to figure out the portion of funding due to the hurricane flooding damages in 2020.
2. N. Main Police/Public Works building - Mrs. Hockaday said that on Monday she will meet with the architect, who is finalizing the plans, getting them permit-ready. Conversations about funding have also begun.

Ratification of extension of audit contract - Due to sickness, the audit was delayed, causing the auditor to request a month extension from the LGC. The request had to be done before the end of November, so Mrs. Hockaday requested that the Council ratify the request signed by Mayor Fox and previously submitted to the LGC. Randy Ollis moved to ratify the auditors request for an extension, signed by Mayor Fox. Bill Wheeler seconded the motion, which carried. All were in agreement.

Consideration of HCCOG contracts - Grant administration contracts from High Country Council of Governments for four of the ARPA grants from DEQ were received. Bill Wheeler moved to approve the four HCCOG grant administration contracts for the East Main sewer interceptor, Bolen's Creek raw waterline/Cane River intake pump, Bakers Creek pump station, and Main Street waterline improvements ARPA projects. Denise Collier seconded the motion, which carried. All were in agreement.

East Main sewer interceptor ARPA project engineering contract - WithersRavenel was selected through the Town's RFQ process, and submitted a contract to complete the engineering report, due to DEQ on March 1st. Other contracts for the larger scope of work will come later. Randy Ollis moved to approve the *Proposal for Professional Services* from WithersRavenel and authorize Heather Hockaday to sign it. Bill Wheeler seconded the motion, which carried. All were in agreement.

Tax Report - Mrs. Hockaday reported that the Town is in the process of collecting and informed the Council that accounts owing \$5 or less, amounting to \$58.77, would be released.

Clerk's Update - Town Clerk Chad Fox

A brief discussion was had to prepare for the Council's participation in the Burnsville Christmas parade. Mr. Fox also updated the Council on two Planning Board vacancies that will need to be filled soon.

Department Updates

1. Public Works - Public Works Director Shane Dale updated the Council on the completion of road patching, progress on street paving, a few water leaks repairs, installation of the Town's Christmas decorations, and how the department has been dealing with several cases of the flu.

2. Finance - Finance Officer Leslie Crowder previously provided a budget vs. actual dated November 30, 2022 to the Council.

Capital project ordinances - Project ordinances for four ARPA projects were presented. Bill Wheeler moved to approve four capital project ordinances for the East Main sewer interceptor, Bolen's Creek raw waterline/Cane River intake pump, Bakers Creek pump station, and Main Street waterline improvements projects. Denise Collier seconded the motion, which carried. All were in Agreement.

Open capital project accounts - Mrs. Crowder explained how it is easier to have a separate account for each project. Denise Collier moved to approve the opening of an account for the East Main sewer interceptor project, the Bolen's Creek raw waterline/Cane River intake pump project, the Bakers Creek pump station improvements project, and the Main Street waterline improvements project. Bill Wheeler seconded the motion, which carried. All were in agreement.

3. Fire Department - Fire Chief Niles Howell presented a call summary for the month of November with twenty-nine calls, seven of them being structure fires, saying it has been a busy time. He said that annual service and truck maintenance has been completed. He also mentioned that the tanker may need a pump replaced. He is receiving proposals to upgrade it to a pumper tanker, a more cost effective option than getting a new truck.
4. Police Department - There was no report.
5. Zoning/Code Enforcement - There was no report.
6. Burnsville Town Center - Town Center Manager Corbin Cooper updated the Council on a well attended craft show and upcoming events around the Christmas parade. He also mentioned an upcoming concert with Darren Nicholson and preparation for workdays to do repairs to the building.

Council Members' Reports

- Bill Wheeler updated the Council on the recent High Country meeting and programs that they have for the elderly. He said that they may be bringing classes to the Yancey Senior Center.

Updates from Advisory Boards and Non-Profits

- Economic Development Commission - EDC Director Jamie McMahan Mentioned the *Development Tier Designation Report* from the Department of Commerce and how Yancey County has fared over the previous year. He said that Yancey continues to be a tier-2 county, and has been since 2017. Highlights included population growth, a low unemployment rate, and an increase in average median salary. Yancey dropped one spot overall.

Next Town Council Meeting - January 5, 2023, 6pm

Adjourn - With there being no further business, Denise Collier moved to adjourn the meeting at 6:42pm. Randy Ollis seconded the motion, meeting adjourned.


J. Chad Fox, Town Clerk




T. Russell Fox, Mayor

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 1st day of December, 2022.

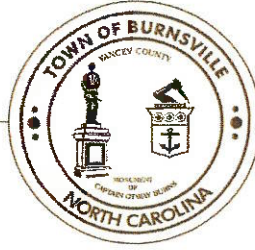


Mayor

ATTEST:



Clerk



Grant Project Ordinance

Bolen's Creek Raw Water Line & Cane River Intake Improvements.

BE IT ORDAINED by the Burnsville Town Council, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following grant projects are hereby adopted:

Section 1. The project is the NC DEQ (Division of water infrastructure) ARPA funding from the State Fiscal Recovery Fund, described in letter of Intent to Fund dated the 24th of August 2022 from NCDEQ to this unit.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of NCDEQ and the budget contained herein.

Section 3. The following revenues are available to complete the design, engineering, and construction activities and a portion of the grant administration for this project:

Bolen's Creek Raw Water Line and Cane River Intake Improvements
\$2,221,191.

Section 4. The following amounts are appropriated for the project:

Bolen's Creek Raw Water Line & Cane River Intake Improvements

Engineering & Design	\$ 290,000
Administration	\$ 150,000
Construction	
<i>Mobilization</i>	47,200
<i>Line Replacement</i>	1,209,291
<i>Cane River Intake Imp</i>	362,600
<i>Contingency</i>	162,100
<u>Total Construction cost</u>	<u>\$1,781,191</u>
Total Project cost	\$ 2,221,191

Section 5. The Finance Officer is hereby directed to maintain within the Grants Project Fund sufficient specific detailed accounting records to provide the accounting to the grant agency required by the grant agreement(s) and federal and state regulations.

Section 6. Requests for funds should be made to the grantor agency in an orderly and timely manner as funds are obligated and expenses incurred.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

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Mayor

ATTEST:



Clerk



Grant Project Ordinance Main Street, Bennett Street & Glendale Avenue Waterline Improvements

BE IT ORDAINED by the Burnsville Town Council, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following grant projects are hereby adopted:

Section 1. . The project is the NC DEQ (Division of water infrastructure) ARPA funding from the State Fiscal Recovery Fund, described in letter of Intent to Fund dated the 24th of August 2022 from NCDEQ to this unit.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of NCDEQ and the budget contained herein.

Section 3. The following revenues are available to complete the design, engineering, and construction activities and a portion of the grant administration for this project:

Main Street, Bennett Street, & Glendale Avenue Waterline Improvements
\$5,849,527

Section 4. The following amounts are appropriated for the project:

Main Street, Bennett Street, & Glendale Avenue Waterline Improvements

Engineering & Design	\$ 740,800
Administration	\$ 207,500
Construction	
Mobilization	129,800
Line replacement	4,325,827
Contingency	445,600
<u>Total Construction Cost</u>	<u>\$4,901,227</u>
Total Project cost	\$ 5,849,527

Section 5. The Finance Officer is hereby directed to maintain within the Grants Project Fund sufficient specific detailed accounting records to provide the accounting to the grant agency required by the grant agreement(s) and federal and state regulations.

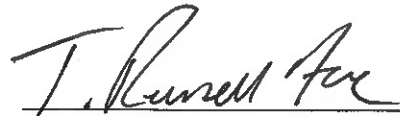
Section 6. Requests for funds should be made to the grantor agency in an orderly and timely manner as funds are obligated and expenses incurred.

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Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 1st day of December, 2022.



Mayor

ATTEST:



Clerk



12/1/2022

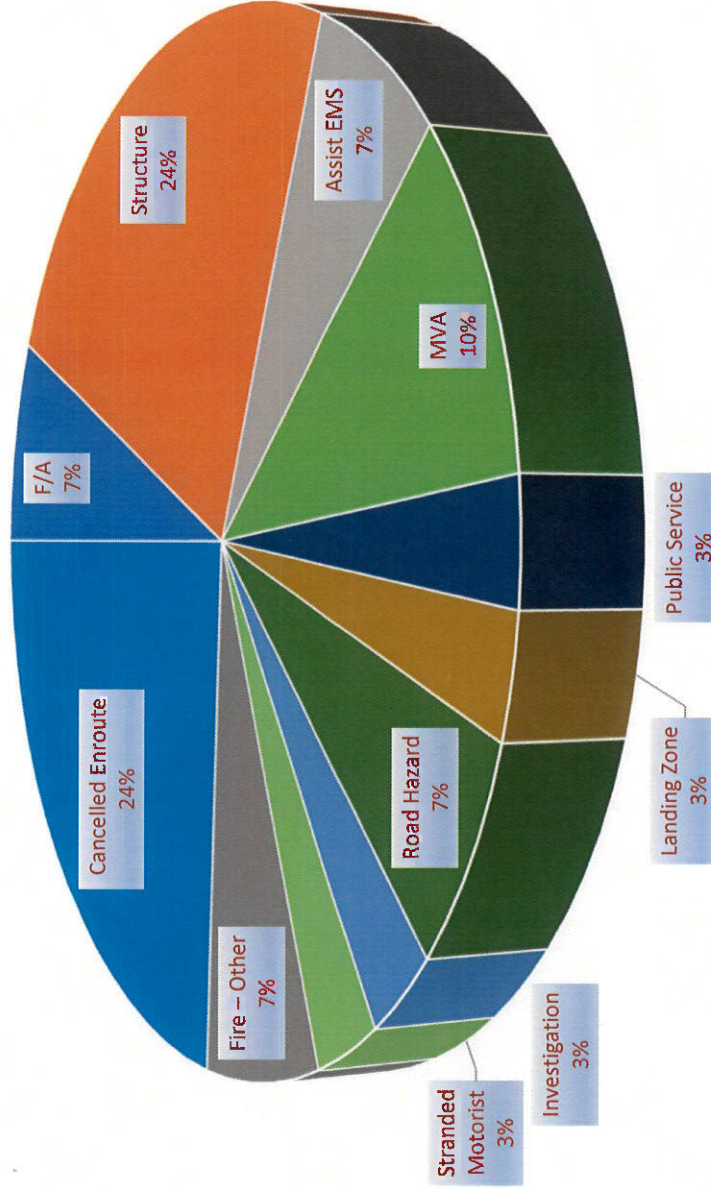
Fire Department Monthly Call Summary for November 2022

F/A	2
Structure	7
Assist EMS	2
Standby	
Assist Police	
MVA	3
Public Service	1
Drill	
Hazmat	
Landing Zone	1
Brush Fire	
Road Hazard	2
Investigation	1
Tree Down	
Bomb Scare	
CO Alarm	
Smoke Det. Alarm	
Stranded Motorist	1
Search	
Vehicle Fire	
Fire - Other	2
Rescue/Extrication	
Cancelled Enroute	7

Mutual Aid Calls - 14

Total For Month- 29

Total For Year - 393



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

