

BURNSVILLE TOWN COUNCIL
Regular Meeting – Thursday, April 4, 2019

On Thursday, April 4, 2019, the Burnsville Town Council, with members Mayor Theresa Coletta, Judy Buchanan, Russell Fox, Isaac McCurry and Bunnie McIntosh present, held a regular meeting at the Burnsville Town Hall. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Chad Fox, Niles Howell, Jeanne Martin, and Ronnie Tipton; Town Attorney Heather Hockaday; and visitors Denise Collier, Jody Higgins, Claudia Honeycutt, Ginger Johnson, Jamie McMahan, Sandy Phillips, Joyce Watts, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of April, 2019.

- **Public Comment** – No one asked to speak during the period set aside for public comment.
- **Adoption of Agenda** – Councilors were asked to consider adding a sixth item under the Mayor’s report, “Travel and Tourism Board.” It was noted that the date on the agenda was incorrect and would need to be changed to reflect April 4, 2019. Bunnie McIntosh moved to adopt the agenda with the aforesaid revisions. Isaac McCurry seconded the motion, which carried.
- **Consideration of Minutes** – Available for review were minutes from the following meetings:
 1. Regular meeting held March 7, 2019
 2. Special meeting held March 21, 2019
 3. Special meeting held March 28, 2019

Russell Fox made a motion to approve minutes from the aforesaid meetings. Bunnie McIntosh seconded the motion, which carried. It was noted that minutes from a meeting held on March 18, 2019 were listed on the agenda, but were unavailable for consideration at this meeting. Those minutes will be presented at the May 2, 2019 meeting.

- **Public Hearing on Amendment to Sewer Use Ordinance** – Attorney Heather Hockaday explained that in the past there were many promises for sewer allocations which have never materialized but must be carried on the Town’s daily flow records. Council discussed this issue in March of 2019 and agreed it would be desirable to establish a time limit on these promised allocations. At 6:13 p.m., Judy Buchanan moved to open a Public Hearing to consider a proposed amendment to Chapter 51-4.2(j) “Permit Duration” of the General Code of Ordinances for the Town of Burnsville, North Carolina. Bunnie McIntosh seconded the motion, which carried. Economic Development Director Jamie McMahan commended Council for considering the amendment, which will result in an accurate record of allocations. At 6:15 p.m., Judy Buchanan moved to close the hearing. Isaac McCurry seconded the motion, which carried.
- **Council Action following Public Hearing**
 1. After Council discussion, Administrator Russell Fox recommended approval of the proposed amendment.
 2. Councilor Russell Fox moved to adopt an Amendment to Chapter 51-4.2(j) of the General Code of Ordinances for the Town of Burnsville, North Carolina. Isaac McCurry seconded the motion, which carried.

- **Sizzlin' Summer Series and Substance Abuse Prevention/Recovery Celebration** – Council reviewed information provided by Schell McCall, Executive Director of Partners Aligned Toward Health (PATH) concerning the organization's summer program for children as well as a new event planned for September 14th on the Square. Judy Buchanan moved to continue support of the Sizzlin' Summer Series and pledge support to the new event that will celebrate a 3 day program concerning substance abuse prevention/recovery. Bunnie McIntosh seconded the motion, which carried.
- **2019 Events on the Square** – Councilors reviewed a calendar of events that will be held on the Town Square during warm months this year.
- **Consideration of Agreement to Rent Space for Mobile Food Vending Vehicles or Food Trucks** – Available for review was a proposed agreement between the Town and mobile food vending vehicles or food trucks. Attorney Heather Hockaday explained the need for and terms of the Agreement. Judy Buchanan made a motion to approve the Agreement. Russell Fox seconded the motion, which carried.
- **Administrative Report** – Administrator Russell Fox reported:
 1. Work session schedule for 2019-2020 budget – a proposed schedule was presented to Council for consideration. Dates were established and will be noticed to the public.
 2. Fire department building and finance update – The Administrator reported that he had a final meeting with Niles Howell and Ronnie Tipton on the planning end of the new building. Plans are to be submitted by next week and advertising for bids is expected on April 15th. United Community Bank plans to send the executed commitment letter soon.
- **Other**
 1. Administration (Jeanne Martin)
 - a. Pursuant to GS 105-369(a), *Tax Delinquent Report* dated April 1, 2019 was provided as an update of uncollected revenues. A variety of collection efforts are underway, with every delinquent account receiving attention. Delinquencies have been advertised.
 - b. Finance Report – A finance report was furnished to Council prior to the meeting. Bunnie McIntosh moved to approve the report. The motion was seconded by Isaac McCurry and carried.
 2. Fire Department (Chief Niles Howell)
 - a. A report of Fire Department activities was available. There were six structure fires during the period reported.
 - b. An application for six new portable radios through a Forest Service grant was denied. With a budget of \$4,350, it is planned to purchase a few at a time.
 - c. An application for a State Grant amounting to a maximum of \$30,000 is in the works for 28 sets of new turnout gear. Existing gear expires January 2020 and will cost \$98,000 to replace.
 - d. Recent purchases include two 16' roof ladders at a cost of \$1,464.97. One is a combination ladder that will help prepare the department for next year's inspection. A new compressor was purchased for the new station, as well as two portable lights for Quint.

3. Police Department – Chief Brian Buchanan)
 - a. The month’s activity log was provided for review.
 - b. Councilors reviewed ordinances for the following road closures:
 - 1) Fit Families 5k – Saturday, May 11th
 - 2) Hometown Hero Day – Saturday, July 6th
 - 3) Mt. Mitchell Crafts Fair – Thursday through Saturday, August 1-3
 - 4) Old Timey Day Fall Festival – Saturday, September 28th

Judy Buchanan moved to adopt the aforesaid ordinances. Russell Fox seconded the motion, which carried.

4. Public Works (Ronnie Tipton)
 - a. An activity log was available for review. The Department is running smoothly.
 - b. Peterson Trailer Park Project Update – Thomas Construction met substantial completion requirements at last inspection. There are still two change orders awaiting approval, and money is available for those. Unspent money should be left in the project and the COG is researching the possibility of moving that money to the Indian Trail project.
 - c. Indian Trail Project Update – The project is moving along. The Mayor signed the approved Environmental Report last week. Encroachment agreement with DOT has been signed. The project will begin very soon.
 - d. Zoning Compliance Issue – Approximately ½ of the dilapidated building on the west side of Town has been removed.
5. Town Center (Chad Fox) – Facility Manager Chad Fox updated Councilors on upcoming events during the month of April. He mentioned that spring events have been going very well. Every Sunday in April is booked except for Easter.


▪ **Council Members’ Reports**

1. Mayor Theresa Coletta
 - a. Business Breakfast Update - The Mayor reported that the business breakfast meeting this month will be held on April 9th at 7:30 a.m. at the Town Center.
 - b. Town lighting project – this project is still in the works; Phil Trew will be meeting with the Mayor this week.
 - c. Joint Resolution with Yancey County – we are awaiting a Resolution from Yancey County that establishes the first Saturday in December at 1:00 p.m. as the annual Christmas Parade date.
 - d. NC DOT, regarding vehicles on East-West Main Street – The Mayor has previously shared her concerns over traffic congestion and noisy vehicles on East and West Main Streets, and advised that Russell Fox will be researching how the Town of Weaverville controls traffic in their downtown district.
 - e. Small Town Main Street Conference – Council was updated on the Main Street Conference that was attended by the Mayor, Bunnie McIntosh and Claudia Honeycutt. She asked Council to consider re-entering the Main Street Program by way of application, which has a May 1st deadline. Judy Buchanan moved to authorize the Mayor to pursue reinstatement through a reapplication. Isaac McCurry seconded the motion, which carried.
 - f. Travel and Tourism Board – Bunnie McIntosh made a motion to appoint Theresa Coletta as the Town’s representative on the Travel and Tourism Board. Judy Buchanan seconded the motion, which carried.

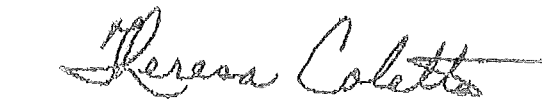
▪ **Updates from Advisory Boards and Non-Profits**

1. Economic Development Commission – Director Jamie McMahan gave an update on recent EDC activities:
 - a) The annual EDC budget request has been furnished to Leslie Crowder.
 - b) Mr. McMahan plans to attend a program on April 18th on the subject of tax credits, and invited the Mayor to join him.
 - c) Much time has been spent on the new elementary school. Mr. McMahan stated that he appreciates the town’s help in locating utilities and extending infrastructure.
2. High Country Council of Governments – minutes and financials were available for review.
3. Parkway Playhouse – minutes and financials were available for review
4. SEARCH – an update was available for review.
5. Toe River Arts Council – minutes and financials were available for review.
6. Yancey County Public Library – minutes and financials were available for review.

- **Next Regular Town Council Meeting** – The next regular Town Council meeting will be held on Thursday, May 2, 2019 at 6:00 p.m., at the Burnsville Town Hall to consider regular business for the month of May. Council member Bunnie McIntosh moved to adjourn. The motion was seconded by Russell Fox and approved by all members.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor