

**BURNSVILLE TOWN COUNCIL**  
**Regular Meeting – Thursday, September 6, 2018**

On September 6, 2018, the Burnsville Town Council, with members Mayor Theresa Coletta, Judy Buchanan, Russell Fox, Bunnie McIntosh, and Shannon Peterson 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, Phillip Smith, and Ronnie Tipton; and visitors Michelle Ball, Chuck Carlson, Lynne Hensley, Ginger Johnson, Jay Maleski, Jamie McMahan, John Silver, Jeanne Ray Styles, Harrison Tyner, Julie Wiggins, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of September, 2018.

▪ **Public Comment**

1. Chuck Carlson updated Council on the status of the special plans for Old Timey Days, mentioning that there will be no mules on the square and the barrel train will be pulled by a tractor rather than a four-wheeler. Brian Buchanan advised Council that he has no safety concerns at this time.
2. Julie Wiggins was introduced as the new Executive Director of the High Country Council of Governments.

- **Adoption of Agenda** – Bunnie McIntosh moved to adopt the agenda as written. Shannon Peterson seconded the motion, which carried.

- **Consideration of Minutes** – Available for review were minutes from the following meetings:

1. Special meeting held August 9, 2018
2. Special meeting held August 14, 2018

Judy Buchanan noted that the August 9<sup>th</sup> minutes listed Denise Collier and Mike Graf as staff members. Bunnie McIntosh moved to adopt the minutes of the aforesaid meetings provided that the August 9<sup>th</sup> minutes be corrected to list those individuals as visitors. Shannon Peterson seconded the motion, which carried.

- **Safety Concerns on Azalea Lane** – On behalf of the residents in their neighborhood, Lynne Hensley and Jeanne Ray Styles spoke about a list of concerns that they feel need to be addressed by Council. At the top of their list of concerns is the busy intersection of Summit Street and Azalea Lane. There was a discussion about which street the “stop” sign should be placed on. Judy Buchanan moved to place the sign back up on Summit Street. Shannon Peterson seconded the motion, which carried.

Other concerns discussed included speeding (for which they asked the Police Chief’s attention); a leaning utility pole; and Sacred Heart Church’s sign, which has been placed in a very dangerous spot. Ronnie Tipton agreed to visit the site to explore possibilities for relocation of the sign.

- **Indian Trail/Meadow Road Sewer Project**

1. Available for review was a proposed contract for engineering services between McGill Associates and the Town. Jay Maleski with McGill Associates explained some of the details of the contract and Ronnie Tipton advised that in his opinion the contract was in order for adoption.

Russell Fox moved to adopt the aforesaid contract for engineering services. Shannon Peterson seconded the motion, which carried.

2. Contract for Grant Administration with High Country Council of Governments – Michelle Ball explained details of the contract, a copy of which was available for review. Judy Buchanan moved to adopt the aforesaid contract. Russell Fox seconded the motion, which carried.
  3. Grant Project Ordinance – Michelle Ball explained the purpose of the Ordinance and summarized the details. Judy Buchanan moved to adopt the aforesaid Ordinance. Shannon Peterson seconded the motion, which carried.
- **Public Art Board Appointment** – This issue was tabled due to the absence of Public Art Board Chairman Armin Wessel.
  - **Planning Board** – Harrison Tyner, Chairman
    1. Planning Board minutes from a meeting held August 14, 2018 were available for review.
    2. As to a subdivision ordinance, Attorney Heather Hockaday will be working on a draft with input from McGill Associates.
    3. Harrison Tyner advised that the ordinance establishing the Planning Board will need to be amended to clarify membership and qualifications. Specific changes will be discussed at a Special Meeting of Council later in the month. Heather Hockaday will then have direction to move forward with a draft of an amendment to the ordinance. A Public Hearing on the amendment will be held on October 4<sup>th</sup> at the Town Hall at 6:00 p.m.
  - **Administrative Report** – Russell Fox reported:
    1. A work session is scheduled for September 17<sup>th</sup> at 3:00 p.m. at the Town Hall to discuss an amendment to the ordinance establishing the Planning Board.
    2. Petition to D.O.T. for traffic signal at Charlie Brown Road – Mercy Urgent Care has occupied an empty space in the Fastenal building at Charlie Brown Road, joining Yumi's, Premier Mountain Realty, the State Employees' Credit Union, Yancey Funeral Services and other businesses that frequent the intersection of Highway 19E and Charlie Brown Road. Brian Buchanan recommended the Town discuss the situation with Yancey County, as this is out of the town's jurisdiction. He agreed to follow up.
  - **Other**
    1. Administration (Jeanne Martin)
      - a. Pursuant to GS 105-369(a), *Tax Delinquent Report* dated August 30, 2018 was provided as an update of uncollected revenues. A variety of collection efforts are underway, with every delinquent account receiving attention.
      - b. Request for Release of Taxes under \$5.00 – A list of unpaid taxes under \$5.00 was available for review. Judy Buchanan moved to release the taxes on the aforesaid list. Bunnie McIntosh seconded the motion, which carried.
      - c. Personnel Policy Amendment – Council was advised of a need to amend the Personnel Policy to require a release to work from a health care provider after five days' absence. The proposed amendment will read, "Any employee who misses more than five consecutive days of work due to illness may not return to work without providing a medical provider's release to their supervisor." Judy Buchanan moved to amend the Personnel Policy as explained. The motion was seconded by Shannon Peterson and carried.

- d. Budget Amendment #1, FY 2018-2019, which increases an expenditure line in the Police budget to reflect deposits that toggled two budget years, was available for review. A motion to amend the Police budget was made by Judy Buchanan. Shannon Peterson seconded the motion, which carried.
2. Fire Department (Chief Niles Howell)
    - a. A report of Fire Department of activities was available for review.
    - b. Loan Options - Council heard a report on a conversation with Paul Jacobson, an attorney who specializes in municipal financing, about the possibilities of a bond referendum for the fire department's building project. Mr. Jacobson said a bond is not a good option for Burnsville because it could take up to two years to accomplish, and with the aging population in Burnsville it is doubtful it would pass. He also didn't think the USDA was the best option, commenting that the LGC would lean toward a conventional loan. He advised that we should obtain informal quotes on rates and terms from banks, from which an RFQ can be formulated.
    - c. Since it appears that a USDA loan isn't feasible for the building project, and a bond is not a good option, Theresa Coletta moved to appoint the Town Administrator and the Fire Chief to research together any other available options and report at the October Council meeting. Shannon Peterson seconded the motion, which carried.
  3. Police Department (Chief Brian Buchanan)
    - a. Councilors were asked to consider an Ordinance *Declaring a Road Closure for the 2018 Halloween on the Square*. Bunnie McIntosh moved to adopt the aforesaid Ordinance. Judy Buchanan seconded the motion, which carried.
    - b. Councilors were asked to consider a *Resolution to Close South Main Street* for the "No Place Like Homeplace Beer Fest." Judy Buchanan moved to adopt the aforesaid Resolution. Bunnie McIntosh seconded the motion, which carried.
  4. Public Works (Ronnie Tipton)
    - a. A prebid conference on the Peterson Trailer Park project was held last week, and only 3 contractors attended. Bids will be opened later this month.
    - b. After a conversation with the Yancey County Building Inspector, the Town's fee schedule for inspections, etc. was reviewed. Our schedule originally mirrored the County's schedule, but it was created ten years ago and we never kept up with the County's increases. A revised schedule will be presented to Council next month.
  5. Burnsville Town Center – The Town Center is currently hosting the Literary Festival. Also this month will be the Humane Society's auction fund raiser and Music in the Mountains.

▪ **Council Members' Reports**

1. Mayor Theresa Coletta
  - a. Business breakfast update – the next meeting will be Tuesday, September 11<sup>th</sup> at 8:00 a.m. at the Burnsville Town Center.
  - b. *Summer Evenings on Town Square* (July into October) – The band "Sideline" will perform on September 21<sup>st</sup>, and the Town Center will be backup in the event of bad weather. Sunday, October 14<sup>th</sup> will feature old-timey gospel music.
  - c. *Resolution Concerning the Sale of Mission Hospital System to Hospital Corporation of America* – The aforesaid Resolution was available for review, and drafted after the Mayor

attended as many *SEARCH* meetings as possible. Judy Buchanan moved to adopt the Resolution as written. Bunnie McIntosh seconded the motion. Voting was as follows:

In Favor

Judy Buchanan  
Theresa Coletta  
Russell Fox  
Bunnie McIntosh

Agaist


Shannon Peterson


- d. Taking back Burnsville's West Main Street – the Mayor and Police Chief will be studying problems on West Main Street, such as big trucks and the noise they create, etc. This issue will be a topic of Council conversation at a work session during the winter.

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

1. Burnsville ABC Audit for FY 2017 – 2018 was available for review.
2. Economic Development Commission – Director Jamie McMahan reported:
  - a. The project to establish public wifi in the downtown area is complete and will be advertised;
  - b. There will be a ribbon cutting on Tuesday, September 11<sup>th</sup> from 4 p.m. until 6 p.m. at Mercy Urgent Care;
  - c. Hotel recruitment project – the EDC is beginning discussions with a Charlotte developer that is looking at several properties for a proposed hotel;
  - d. A new grant program designed to benefit downtown businesses has been established and will be publicized next week. In this pilot program, which will be funded by the EDC, \$2,500 and a free one-year Chamber of Commerce membership will be available for each new storefront that produces one full-time position;
  - e. The EDC and Chamber are working jointly with Amplified Media to film a commercial promoting Burnsville;
  - f. Revision of the Yancey County/Town of Burnsville strategic economic development plan is in order. The plan has become obsolete, with all of its objectives having been met. The High Country COG may possibly undertake the year-long project at a cost of approximately \$20,000, which is \$30,000 under a quote from Sanford Holshouser. A formal proposal will be sent by the COG and will be brought to Council for consideration in the near future. A committee will be assembled to provide input for the project, which is planned to begin in November. An update to the County Land Use Plan is also appropriate at this time.

**Next Regular Town Council Meeting** – The next regular Town Council meeting will be held on Thursday, October 4, 2018 at 6:00 p.m., at the Burnsville Town Hall to consider regular business for the month of October. Council member Judy Buchanan moved to adjourn. The motion was seconded by Russell Fox and approved by all members.

  
Jeanne Martin, Town Clerk

  
Theresa Coletta, Mayor