

BURNSVILLE TOWN COUNCIL
Regular Meeting – Thursday, November 1, 2018

On November 1, 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 Leslie Crowder, Jon England, Chad Fox, Niles Howell, Jeanne Martin, Randall Shuford, and Ronnie Tipton; Town Attorney Heather Hockaday; and visitors Jody Higgins, Rhonda Higgins, Harrison Tyner, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of November, 2018.

- **Public Comment** – No one spoke during the period set aside for public comment.
- **Adoption of Agenda** – Judy Buchanan moved to add a closed session at the end of the agenda. Bunnie McIntosh seconded the motion, which carried. Shannon Peterson moved to adopt the agenda as revised. Bunnie McIntosh seconded the motion, which carried.
- **Consideration of Minutes** – Available for review were minutes from the following meetings:
 1. Regular meeting held October 4, 2018
 2. Special meeting held October 22, 2018

Russell Fox moved to adopt the minutes of the aforesaid meetings. Shannon Peterson seconded the motion, which carried.

- **Ordinance Establishing a Planning Board** – Council members engaged in a discussion of the proposed amendments. Attorney Heather Hockaday explained the proposed amendments to the *Ordinance Establishing a Planning Board*, which were first considered on October 4, 2018 at a Public Hearing on the matter and later revised. She said the matter was ready for a vote. Judy Buchanan moved to adopt the aforesaid amendments to the *Ordinance Establishing a Planning Board*. Bunnie McIntosh seconded the motion, which carried.
- **Planning Board** – Harrison Tyner, Chairman, reported:
 1. At their October 2, 2018 meeting, the Planning Board discussed and approved an addition being planned to the Reconciliation House. Additionally, the Board is now waiting on information from Heather Hockaday and McGill Associates on rewriting an ordinance on subdivisions.
 2. Mr. Tyner advised that Planning Board member Randy Banks would be stepping down in December, and his seat would be filled by a current alternate on the Board. Council was asked to advertise for alternate Planning Board members to fill the resulting vacant seats. The Mayor said Mr. Banks will be recognized at the December 6th Council meeting.
- **Public Hearing on Changes to the Town of Burnsville's Inspections Department Fee Schedule** – Shannon Peterson moved to conduct a Public Hearing to provide information and take public comment on changes to the Town of Burnsville's Inspections Department Fee Schedule. Bunnie McIntosh seconded the motion, which carried. The hearing began at 6:15 p.m. No one asked to speak during the hearing. At 6:17 p.m., Bunnie McIntosh moved to close the hearing. The motion was seconded by Shannon Peterson and carried.

Council discussed the proposed changes to the fee schedule. Ronnie Tipton confirmed that the fees are identical to those charged by Yancey County. Russell Fox moved to approve the changes to the Inspections Department fee schedule. Shannon Peterson seconded the motion, which carried.

▪ **Administrative Report** – Russell Fox reported:

1. A work session will be held on Monday, December 3, at 3:00 p.m., at the Town Hall.
2. Petition to D.O.T. for traffic signal at Charlie Brown Road – no update available.
3. Yancey Chamber of Commerce – Crafts Fair update (Russell Fox and Ronnie Tipton) – After an informal discussion with the Chamber director, Mr. Fox feels a contribution from the Chamber to defray costs incurred by the town for the Crafts Fair may not be a problem; however, he and Ronnie Tipton will need to attend a Chamber meeting.
4. Fire Department options (Russell Fox) – It is hoped that an update will be ready at the next regular meeting in December. Chief Howell said he contacted the architect on the project to settle up on their fee.

▪ **Other**

1. Administration (Jeanne Martin)

- a. Pursuant to GS 105-369(a), *Tax Delinquent Report* dated September 30, 2018 was provided as an update of uncollected revenues. A variety of collection efforts are underway, with every delinquent account receiving attention.
- b. Finance Report – A finance report for October, 2018 was furnished to Council.

Council was told that new bank accounts have been opened for the OMC Pump Station project, the Indian Trail/Meadow Road project, and the Peterson Trailer Park project. In addition, one account that was used for cash flow has been closed out.

2. Fire Department (Chief Niles Howell)

- a. A report of Fire Department of activities was available for review.
- b. The Department has received an offer of \$7,500 for its truck known as #1103. Theresa Coletta made a motion to declare truck #1103 as surplus and sell the vehicle. The motion was seconded by Russell Fox and carried.
- c. Chief Howell presented information on a 2001 Freightliner that is being offered for sale by the Town of Woodfin for \$70,000. The Department has an interest in the truck, but measurements will need to be taken at the fire station before a decision is made.

3. Police Department (Randall Shuford)

- a. Council reviewed the department's activity log for the month of October, 2018. Detective Shuford commented that investigations have been busy and overtime hours reflected on the month's report are due to scheduling difficulties.
- b. Application has been made for a \$25,000 grant with no match for hand-held radios and tasers.
- c. Chief Buchanan should be returning to work by the middle of November. Detective Shuford was commended for the good job he did covering the Department in the absence of the Chief.

4. Public Works (Ronnie Tipton)
 - a. An activity log was available for consideration.
 - b. Peterson Trailer Park project – A pre-construction meeting was held this week with McGill Associates and the owner and a supervisor of Thomas Construction in attendance. A Notice to Proceed has been issued with a start date of November 12, 2018. Substantial completion should occur on March 12th, with final completion on April 11th.
 - c. Indian Trail/Meadow Road project – The preliminary design is complete. Michelle Ball (High Country COG) is finishing the Environmental Report. Bidding the project is expected after the first of the year.
 - d. Water Treatment Plant and OMC Pump Station project – The design is currently being completed. Additional acreage is required to complete the OMC pump station project, and 2,000 square feet of additional property is available from Trittico Investments, LLC. One owner of the LLC is also part owner of property belonging to Four Jacks, LLC, and that property is in need of a sewer tap. A preliminary agreement was reached to exchange a sewer tap, at a value of \$4,100, for the acreage needed to complete the pump station, and an agreement/easement documents with Trittico Investments, LLC and Four Jacks, LLC will need to be executed. Theresa Coletta moved to authorize Russell Fox to sign the aforesaid documents. Shannon Peterson seconded the motion, which carried.
 - e. Status of the “falling down building” on West Main/Bypass – According to Jon England, a letter containing an order for corrective measures was sent on October 22nd to the owner of the building and adjacent property owners.

5. Burnsville Town Center – Manager Chad Fox reported that there were 18 events, ranging from fund raisers to health screening, in the past 14 days in October. Live music is planned over the next three Saturdays, and the month will end with two craft shows that attract many visitors to town.

▪ **Council Members’ Reports**

1. Mayor Theresa Coletta

- a. Business breakfast update – meetings will resume in January of 2019.
- b. Christmas caroling on the Town Square will take place on December 7th from 5-8 p.m.
- c. The Town’s annual Christmas dinner will be held on December 18th at Pig and Grits at 6:00 p.m.
- d. The merchants on West Main Street organized a successful scavenger hunt over Halloween that brought participants into the stores.
- e. SEARCH update – The Mayor reported that the SEARCH group is watching the development of the \$15,000,000 trust fund. The group went to Raleigh to meet with the Attorney General and deliver Resolutions that have been passed to encourage careful examination of the trust agreement.

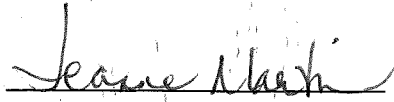
▪ **Updates from Advisory Boards and Non-Profits**

1. Economic Development Commission – No report was available.
2. High Country Council of Governments – minutes and financials were available.

- **Closed Session** – Russell Fox moved to enter closed session to gather advice from the town attorney on a potential contract for a sewer project pursuant to NCGS 143-318.11(a)(3). Judy Buchanan seconded the motion, which carried.

In open session, Theresa Coletta moved to direct Russell Fox, Ronnie Tipton, and Heather Hockaday to meet with County officials to address sewer issues. The motion was seconded by Judy Buchanan and carried.

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



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor