

BURNSVILLE TOWN COUNCIL
Special Meeting – Thursday, June 4, 2020

On Thursday, June 4, 2020, the Burnsville Town Council, with members Mayor Theresa Coletta, Judy Buchanan, Denise Collier, Russell Fox and Bunnie McIntosh present, held a special meeting at the Burnsville Town Center. Also in attendance were town staff members Leslie Crowder, Chad Fox, Heather Hockaday and Jeanne Martin. Attending via Webex were staff members Brian Buchanan, Niles Howell and Dillon Lundy; and visitor Michelle Ball. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of June, 2020.

- **Adoption of Agenda** – Bunnie McIntosh moved to adopt the agenda, as presented. Judy Buchanan seconded the motion, which carried.
- **Public Comment** – Mayor Coletta read written comment submitted by former Mayor Danny McIntosh:
 - a. Engineering oversight for the wastewater treatment plant is a must;
 - b. A 3% water/sewer rate increase is a start, but like the pandemic, the difficulties are not over; and
 - c. The only ordinances on the Town’s website are zoning, flood and sign.
- **Consideration of Minutes** – Available for review were minutes from the following meetings:
 - a. Special meeting held May 7, 2020
 - b. Special meeting held May 14, 2020
 - c. Special meeting held May 20, 2020
 - d. Public Hearing held May 26, 2020

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

- **Public Hearing – Closeout on Peterson Trailer Park Sewer Line Rehabilitation Project** – Mayor Coletta opened the Public Hearing and asked Michelle Ball, High Country Council of Governments, to provide information on the closeout of CDBG Infrastructure Grant #16-I-2915 at the Peterson Trailer Park. Ms. Ball summarized the project, commenting that the Town received \$900,000 in Community Development Grant Infrastructure (CDBG-I) funds from the NC Department of Environmental Quality (NC DEQ) to replace 40 year old failing sewer lines at the Peterson Trailer Park with 2006.65 lf of 8” sewer line and install 1,842 lf of new service lines, 18 new manholes, and 52 service connections that serve 45 households. The Peterson project serves an area with 98.3% low and moderate income (LMI). Ms. Ball said the project ended with \$125,927.32 in unexpended funds, which is being deobligated for use on other projects in the future.

Heather Hockaday explained that Council will be asked to consider closeout documents on June 25th in order to allow at least 24 hours for public comment on this matter. Mayor Theresa Coletta then closed the hearing.

- **Public Hearing - Proposed Amendments to the Zoning and Sign Ordinance** – The Mayor opened the Public Hearing. Heather Hockaday summarized the proposed changes to the aforesaid ordinances. She reminded Council that these proposed amendments were sent to the Planning Board at the beginning of the year for review and changes were subsequently recommended by that Board to Council. It was noted that written public comment from former mayor Danny McIntosh had been received as follows:

"From the proposal; Number 6,c.,i., 'Such uses or structures shall be located in the rear yard.' Please consider flexibility and discretion for this rule. There are situations where sides and even front yards would work well. Such as when a neighbor's rear yard abuts your front yard. Or the side yard is separated from the neighbors by a hedge or tree line. There are a multitude of different situations in our neighborhoods."

Ms. Hockaday explained that Council will be asked to consider the amendments on June 25th in order to allow at least 24 hours for public comment on this matter. Mayor Coletta then closed the hearing.

- **Yancey Covid-19 Response Fund (Small Business Assistance)** – Council was reminded that a hearing was held on this matter on May 26th. Available for review were the following documents, which are attached to these minutes and by reference made a part hereof:
 - a. *Resolution Authorizing Appropriation for Economic Development to Yancey County Economic Development Commission (EDC)*
 - b. *Agreement between the Town of Burnsville and Yancey County Economic Development Commission*

Judy Buchanan moved to adopt the aforesaid Resolution and Agreement. Bunnie McIntosh seconded the motion, which carried. A budget amendment recognizing the expenditure was presented for consideration. Denise Collier moved to adopt the budget amendment. Judy Buchanan seconded the motion, which carried.

- **Administrator's Report**
 - a. Heather Hockaday provided an update on town activities during the Covid-19 pandemic, mentioning that Town Hall has reopened with barriers and disinfectant in place at the utility window. Customers are continuing to use drop boxes for payment. The Governor extended the order concerning utilities, but customers seem to be paying bills in a timely manner and there have been no requests for payment plans yet. Relief funds for Covid-related expenditures are available and will be used for such items as hand-held electrostatic cleaners, etc.
 - b. Water leak protection program – Available for review was a proposal from Servline Utilities Protection. Heather Hockaday summarized the advantages of this insurance program for utility customers who experience a water leak that can often result in a large bill. If Council adopts the program, there will be a choice to either offer to customers as an option or make participation mandatory. The Servline representative will be asked to provide more information for the June 25th meeting.
 - c. Resolution to Rescind Future Lease to Homeplace – Available for consideration was *Resolution to Rescind Entering into a Lease Agreement for Area C of the Burnsville Town Center*. Council was told that the owner of Homeplace and Nail Keg, Inc. no longer has an interest in renting Area C at the Town Center, and for this reason Judy Buchanan moved to adopt the aforesaid Resolution. Russell Fox seconded the motion, which carried. A staff committee will be formed to study options for future use of the area.
- **Other**
 - 1. Administration (Jeanne Martin)
 - a. Tax Report:
 - 1) Pursuant to GS 105-369(a), *Tax Delinquent Report* dated June 1, 2020 was provided as an update of uncollected revenues. A variety of collection efforts are underway, with every delinquent account receiving attention.
 - b. Finance Report:
 - 1) The monthly finance report was furnished to Council prior to the meeting.
 - 2) The FY 2020 – 2021 budget and budget message was presented and summarized by Leslie Crowder. Council scheduled public hearings on the proposed budget and on appropriations for economic development for Thursday, June 25, 2020 at 6:00 p.m. at the Burnsville Town Center.

2. Fire Department (Chief Niles Howell)
 - a. Operations:
 - 1) Reports of Fire Department activities for the months of April and May, 2020, were available for review, attached to these minutes and by reference made a part hereof.
 - 2) Building project – Excess dirt on Westover will be trucked out next week. The soil is not going to meet the specifications and is creating an issue that could turn out to be fairly expensive. Russell Fox elaborated on the problem and options for correction. The least expensive option is estimated at \$82,000; however, Council could simply choose to accept the liability.
3. Police Department (Chief Brian Buchanan)
 - a. Council was updated on departmental activities, including the peaceful protest held on the Town Square this week which was attended by the Mayor.
4. Zoning Update (Brian Buchanan) – Activities include working on a new project with a non-profit at the west end of town.
5. Public Works (Dillon Lundy)
 - a. Update on wastewater treatment plant project – June 15th is the start date, and we are currently waiting for completion of paperwork. Mountain Environment will be on site next week to clean out the .3 plant for repairs.
 - b. Adoption of Cross Connection Control Ordinance – Councilors reviewed *Ordinance of the Burnsville Town Council Establishing Backflow and Cross Connection Control for All Customers of the Town Water System* that is intended to replace the existing ordinance, which is relatively basic. Russell Fox moved to adopt the aforesaid Ordinance. Bunnie McIntosh seconded the motion, which carried.
 - c. Town Parking Lot on West Main Street – Young and McQueen has submitted an amended bid of \$36,977.86, the amount that will be covered by insurance. Judy Buchanan moved to accept the proposal and insurance settlement, and authorize the Mayor to sign the release documents. Denise Collier seconded the motion, which carried.
6. Burnsville Town Center – Chad Fox reported that due to Covid-19 restrictions he has either cancelled or rescheduled 65 events. The facility is booked for 17 events in July.
7. Council Members' Reports – Mayor Coletta reported that Summer Evenings on the Square are cancelled, but Brian Gurl is tentatively booked for Labor Day weekend. Yancey County will be sponsoring fireworks on July 4th.

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

1. Economic Development Commission – Jamie McMahan
 - a. Mr. McMahan reported on the current status of the local economy as we navigate Covid-19, commenting that Yancey County is pretty stable compared to other counties.
 - b. The Little Leaf project is in a holding pattern due to the virus.
2. High Country Council of Governments – Minutes and financials were available for review.

▪ **Scheduling of Upcoming Meetings** – Council scheduled meetings as follows:

1. Public Hearing for Economic Development Funding – 6:00 p.m. on June 25, 2020 at the Burnsville Town Center
2. Public Hearing for Adoption of Fiscal Year 2020-2021 Budget – 6:00 p.m. on June 25, 2020 at the Burnsville Town Center
3. Special meeting for July, 2020 to consider regular business for the month of July - 6:00 p.m. on June 25, 2020 at the Burnsville Town Center

- **Next Town Council Meeting** – The next regular (special) Town Council meeting will be held at the Burnsville Town Center on June 25, 2020, at 6:00 p.m., to conduct regular business for the month of July, 2020.

There being no further business, the meeting adjourned.

Jeanne Martin

Jeanne Martin, Town Clerk

Theresa Coletta

Theresa Coletta, Mayor

