

**BURNSVILLE TOWN COUNCIL**  
**Special Meeting – Thursday, August 8, 2019**  
**To Conduct Regular Business for the Month of August, 2019**

On Thursday, June 27, 2019, the Burnsville Town Council, with members Mayor pro tem Judy Buchanan, Russell Fox, Isaac McCurry and Bunnie McIntosh present, held a regular meeting at the Burnsville Town Hall. Mayor Theresa Coletta was absent from the meeting. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Chad Fox, Niles Howell, and Jeanne Martin; Town Attorney Heather Hockaday; and visitors Michelle Ball, Anthony Cutaia, Rhonda Higgins, Jennifer Jenkins, and Bob Lee. The Mayor pro tem, who presided, stated that the purpose of the meeting was to conduct regular business for the month of August, 2019.

- **Public Comment** –
  - Lucy Doll spoke on the subject of and the need for bags for dog waste.
  - Anthony Cutaia spoke about insufficient water pressure at Mountain View Estates, which has been going on for years. Council was unaware of the problem and agreed to look into the issue.
- **Adoption of Agenda** – Bunnie McIntosh moved to adopt the agenda as presented. Russell Fox seconded the motion, which carried.
- **Consideration of Minutes** – Available for review were minutes from the following meeting:
  1. Special meeting held June 27, 2019 (for regular business in the month of July 2019) – Russell Fox moved to approve minutes from the aforesaid meeting as written. Bunnie McIntosh seconded the motion, which carried.
- **Public Hearing on Application by the Town of Burnsville for Funding under the Housing and Community Development Act of 1974, as Amended** – A public hearing was scheduled to provide explanation and description of the 2019 North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I). Michelle Ball, High Country Council of Governments, was available to discuss the purpose of the public hearing for the Town of Burnsville’s CDBG-I funding application. Ms. Ball stated that the purpose of the public hearing was to obtain citizens’ views and to respond to funding proposals and answer any questions posed by citizens. Ms. Ball also stated that the public hearing must cover the Town’s community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town’s CDBG-I funding application to the State of North Carolina.

The Town proposes requesting funding from NCDEQ’s CDBG-I program for the Meadow Road Waterline Rehabilitation Project. The purpose of the CDBG-I program are:

To improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development,
- To perform eligible activities.

- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of 2019 the CDBG-I funding available is expected to be \$25,000,000, and each the maximum available grant \$2.0 million over a 3-year period. Applications for funding are received September 30, 2019.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development projects that lead to job creation or retention. The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure and economic development activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems
- Projects that extend public water to areas with contaminated wells
- Projects that extend water lines to areas with dry wells
- Projects that assist with low water pressure in public water systems
- Projects that regionalize two or more water systems
- Projects that rehabilitate or replace a water treatment plant

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pump stations and manholes
- Projects that extend public sewer to areas with failed septic tanks
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations

The Town of Burnsville is seeking an amount in CDBG-I funds not to exceed \$900,000 for the Meadow Road Waterline Rehabilitation Project. The purpose of the Town's request is to replace an estimated 3,000 linear feet of 1-1/2" waterline with new 6" lines, 5000 linear feet of new service lines, and new water meters along Meadow Road.

The project proposed by the Town of Burnsville was identified in Water and Sewer Asset Management Plan and Capital Improvement Plan of 2016. Informal community meetings were held in the project area to inform citizens of the potential project and get feedback from the residents.

A total of 100% of the CDBG-I funding will be used to benefit Low to Moderate Income (LMI) people. Door to door income surveys are being conducted in the project area in the Town of Burnsville, and is estimating that the project area has an LMI percentage of **58%**. Surveys are expected to be complete by the end of August., The project area includes approximately 20 homes on Meadow Road.

The range of activities covered by the CDBG-I funds for the Meadow Road Waterline Rehabilitation Project includes:

- Construction
- Environmental review
- Engineering design
- Construction administration and observation

- Legal activities
- Surveying
- Grant administration

If the Town of Burnsville is awarded a CDBG-I grant, the town is required to allow to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & related labor acts
- Adoption/submittal of a Citizen's Participation Plan
- Adoption/submittal of an Equal Opportunity Plan
- Adoption/submittal of a Fair Housing Plan
- Adoption/submittal of a Language Access Plan
- Adoption/submittal of a Relocation Assistance Plan
- Adoption/submittal of a Section 3 Plan
- Excess force provision

The State of North Carolina requires that if the Town of Burnsville receives CDBG grant funding that the Town will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. If no displacement and relocation will occur as a result of the proposed CDBG grant activity, then the Town of Burnsville confirms that during this public hearing.

In the past, the Town of Burnsville has applied for and received the following completed CDBG projects:

- Peterson Trailer Park Sewer Line Rehabilitation Project  
The replacement of 4" sewer lines with 2,000 lf of 8" sewer line, 1,840 lf of new service lines and 52 service connections at the Peterson Trailer Park off Love Fox Road. Work is completed and 45 LMI homes were served.
- Indian Trail/Meadow Road Sewer Line Rehabilitation Project  
The replacement of 4" and 6" service lines with approximately 4,000 lf of 8" sewer line. 500 lf of service lines, 20 manholes, and 50 service taps along Indian Trail and Meadow Road. The project will serve 29 occupied homes, 8 currently vacant homes, and one 34-unit apartment complex. The project is expected to go to bid in the next six months with work to be completed by fall of 2020.

The Town of Burnsville will submit CDBG-I application for the Meadow Road Waterline Rehabilitation Project on September 30, 2019. The CDBG-I application will be available for review during normal business hours at the Burnsville Town Hall, 2 Town Square, Burnsville, NC 28714. Additional information is available from Shane Dale, Public Works Director (828)682-2420. Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within 10 business days or by August 22, 2019 and a written response to the written complaints and/or grievances will be sent by the Town within 10 business days, where practicable.

At 6:30 p.m., Bunnie McIntosh moved to open the public hearing. Isaac McCurry seconded the motion, which carried. Citizen Bob Lee asked how long the project will take and in what time frame applications are taken. He also inquired whether his neighborhood would qualify for funding. His questions were answered. There were no other questions or comments.

At 6:32 p.m. Bunnie McIntosh moved to close the hearing. Russell Fox seconded the motion, which carried.

- **Resolution by Governing Body of Applicant for Funding under the Housing and Community Development Act of 1974** – Councilors considered *Resolution by Governing Body of Applicant for Funding under the Housing and Community Development Act of 1974*. Russell Fox moved to adopt the aforesaid Resolution. Isaac McCurry seconded the motion, which carried.
  
- **Agreement with TSA Choice for Phone System for Town Hall** – Councilors were told of the challenges experienced with the existing phone system at the Town Hall and learned of a proposal by TSA Choice for replacement of the system that would correct the current system’s inefficiencies. Isaac McCurry approved the plan to accept TSA Choice’s proposal pending preaudit, provided that there are no existing terms with the current carrier; and further to authorize the Town Clerk to sign appropriate documents. Russell Fox seconded the motion, which carried.
  
- **Fire Department Building Project Report** – Russell Fox, Project Coordinator, reported that he and Fire Chief Niles Howell met with the low bidder on the project to work at cutting costs that have put the project over budget. There will be an update at the September Council meeting.
  
- **Family-friendly Events on Burnsville Town Square** – Bunnie McIntosh moved to table the issue until the next regular Council meeting. The motion was seconded by Isaac McCurry and carried.
  
- **Request for Sponsorship** – Council considered a request by Jack Laws for sponsorship of Town Square events for a Gospel Singing and Cruise-In on August 10<sup>th</sup>, 17<sup>th</sup> and 24<sup>th</sup>. Russell Fox moved to approve sponsorship for the aforesaid events. Isaac McCurry seconded the motion, which carried.
  
- **Other**
  1. Administration (Jeanne Martin)
    - a. Pursuant to GS 105-369(a), *Tax Delinquent Report* dated August 6, 2019 was provided as an update of uncollected revenues. A variety of collection efforts are underway, with every delinquent account receiving attention.
  
  2. Fire Department (Chief Niles Howell)
    - a. A report of Fire Department activities was available for review.
    - b. New turnout gear is scheduled for delivery the last week in August.
  
  3. Police Department – Chief Brian Buchanan
    - a. The month’s activity log was provided for review.
    - b. The Crafts Fair was attended by a large crowd and weather was cooperative.
  
  4. Public Works – No report was available.

5. Town Center (Chad Fox) – Councilors were updated on upcoming events during the month of August, including the Business Breakfast, Appalachian Therapeutic Riding annual event, and the children’s consignment sale. While the major annual events are all returning, there are new programs planned for the month of September.

▪ **Council Members’ Reports** – No reports were available.

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

1. Economic Development Commission – Director Jamie McMahan was not in attendance at the meeting, so no report was available.
2. High Country Council of Governments – minutes and financials were available.

▪ **Closed Session** – Isaac McCurry moved to enter closed session pursuant to N.C.G.S. 143-318.11(a)(3) to consult with the town attorney and N.C.G.S. 143-318.11(a)(6) to consider a personnel matter. Bunnie McIntosh seconded the motion, which carried.

In open session, Russell Fox moved to offer the Assistant Public Works Director position to Chad Prisk. The motion was seconded by Isaac McCurry and carried.

▪ **Next Town Council Meeting** – A special Town Council meeting will be held on September 5, 2019, at 6:00 p.m., to conduct regular business for the month of September. Council member Russell Fox moved to adjourn. The motion was seconded by Bunnie McIntosh and approved by all members.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor