

**BURNSVILLE TOWN COUNCIL**  
**Special Meeting – Wednesday, January 8, 2020**  
**(to conduct regular business for the month of January, 2020)**

On Wednesday, January 8, 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 Hall. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Chad Fox, Niles Howell, Dillon Lundy, and Jeanne Martin; Town Attorney Heather Hockaday; and visitors Julie Eldridge, Sharon Gillespie, Ginger Johnson, Jody Higgins, Ralph Hammonds, Rhonda Higgins, Ginger Johnson, Danny McIntosh, Jamie McMahan, Phil Trew, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of January, 2020.

- **Public Comment** – The following individuals spoke during the period set aside for public comment:
  - ✓ Former Mayor Danny McIntosh:
    - He has a list of about nine different concerns regarding the Town’s water system.
    - He advised that just west of Classic Drive, on Sunrise Lane above his house, the pavement is being lost due to stormwater drainoff.
    - Mr. McIntosh questioned Council about the tiny home that has been constructed on Sunrise Lane, commenting that town ordinances do not permit mobile homes, and wondered if this may be something we may not want to set a precedent on. The Mayor advised that the Planning Board is currently addressing the issue.
    - He said that people should have been updated on the frequency of recycling in advance of the recent changes in collection.
  - ✓ Ralph Hammonds:
    - Reported his garbage can has been taken away. Dillon Lundy advised him to contact McKinney Garbage Service in Spruce Pine for a residential can or purchase a can at Lowes or elsewhere.
    - Asked if he would be required to pay for the consult by McGill Associates on the water seepage problem at his business, and he was told he would not be responsible.
  - ✓ Jody Higgins offered compliments on the downtown Christmas event, but said it was dangerously dark.
- **Adoption of Agenda** – Bunnie McIntosh moved to adopt the agenda, as presented. Judy Buchanan seconded the motion, which carried.
- **Consideration of Minutes** – Available for review were minutes from the following meetings:
  - a. Regular and organizational meeting held December 5, 2019
  - b. Closed session held December 5, 2019

Judy Buchanan moved to approve minutes from the aforesaid meetings. Bunnie McIntosh seconded the motion, which carried.

- **Comprehensive Land Use Plan** – Phil Trew (High Country Council of Governments) explained that new legislation requires that local governments exercising zoning authority must have a Comprehensive Land Use Plan in place by 2022. He said the town’s attorney contacted him in the past month for assistance in creating an all-inclusive planning document that will bring the town in

compliance with the state mandate. A proposal for the COG's planning services, which will cost \$15,000, was available for review.

Heather Hockaday said the Planning Board will be the base for a planning committee, since they are aware of what has been done in the past and what lies ahead. The cost of the COG's services can be spread across two fiscal years.

Mayor Theresa Coletta moved to approve the aforesaid proposal. The motion was seconded by Bonnie McIntosh and carried. Mr. Trew will convert the proposal into contract form. The Comprehensive Land Use Plan will be put on the Planning Board's agenda.

- **FY 2018 – 2019 Audit** – Sharon Gillespie, CPA, was on hand to present the FY 2018 – 2019 Audit, advising Council that her services are now being provided by *S. Gillespie, P.A.*, in Spruce Pine. Ms. Gillespie guided Council through the audit, highlighting the town's 62% fund balance, which is equivalent to over 7 months of operating funds, and the town's tax collection rate which, at 97.65% is in line with state-wide averages for small towns. There were no significant findings included in the management letter, and aside from the usual finding regarding the segregation of duties, it was an overall good audit. Council was told that the audit has not yet been approved by the LGC, and if for some reason a problem arises, they will receive an update.

Ms. Gillespie advised that there have been changes in governmental accounting standards this year and the town will need to have an examination of future audits by an independent accountant with the expertise to propose journal entries. The Mayor, noting that Mrs. Gillespie is an asset to the town, thanked her for her work on the audit.

- **Legal Settlement** – Heather Hockaday announced that the town has received a payment in full from Republic Services for overbilling on the recycling contract. Judy Buchanan moved to approve a budget amendment in the amount of \$106,285.20 to recognize this payment. The motion was seconded by Russell Fox and carried.
- **Proclamation of Appreciation for Harrison Tyner** – The Mayor advised Council that a *Proclamation of Appreciation* has been drafted in recognition of Harrison Tyner's contributions on the town's Planning Board. Mr. Tyner, a charter member of the Planning Board, will be recognized at Council's February meeting.
- **Other**
  1. Administration (Jeanne Martin)
    - a. Pursuant to GS 105-369(a), *Tax Delinquent Report* dated January 7, 2020 was provided as an update of uncollected revenues. A variety of collection efforts are underway, with every delinquent account receiving attention. Council reviewed a list of tax accounts amounting to under \$5.00 each that will be written off.
    - b. Finance Report – The monthly finance report was furnished to Council prior to the meeting.

Council heard of the need to establish a new money market account for the accumulation of OPEB-designated funds. Russell Fox moved to establish the new account for this purpose. Judy Buchanan seconded the motion, which carried.

Councilor Judy Buchanan mentioned that it has been several years since the town shopped for bank bids, and suggested it would be good practice at this time to seek the best rates and include an opportunity for in-town banks to participate. This issue will be revisited after the Fire Department loan is secured.

2. Fire Department (Chief Niles Howell)

a. Operations:

- 1) A report of Fire Department activities was available for review, and is attached to these minutes and by reference made a part hereof. There was no further report from the Chief, as he needed to leave the meeting prior to this point in the meeting.
- 2) Project review by LGC Board – The town's application is currently under review. An update will be available at the February meeting.

3. Police Department (Chief Brian Buchanan)

- a. Mr. Stan Ferguson spoke on his interest in legalizing the use of golf carts, giving facts on state requirements and regional practices. He suggested a committee be formed to study the issue and create regulations for Burnsville. The Mayor expressed her concerns about speeding trucks, the lack of street lights, and public safety. Brian Buchanan shared information provided by the town attorney regarding state regulations, and regulatory information he gathered previously from Beech Mountain. He advised that some golf carts are currently outfitted and licensed to operate as low-speed vehicles.

4. Public Works – (Dillon Lundy, Public Works Director) reported the following:

- a. Hammonds' Antiques on West Main Street – McGill Associates engineers have looked at this building and do not believe the water seepage problem is in any way caused by the town. There are leaking gutters, cracks in the building, and downspout problems that have been shared with Mr. Hammonds, and it will be communicated to him that Council will not share in the cost of correction.
- b. Update on transition with sanitation contractor – trash collection with the new contractor has begun. The residential pickup price has increased to \$7.50 per unit because of the loss of commercial business. The final contract will be signed and sent back to Council for ratification. A contract for sludge collection will be considered at a later date.

Recycling bins were shipped two days ago, and will be distributed at no cost to customers. Recycle information will be posted on Facebook, the town's website, and in the newspaper.

- c. The bid opening for the Meadow Road/Indian Trail project is scheduled for tomorrow.
- d. The OMC extension documents have been signed, sent to DEQ and are awaiting approval.

5. Town Center – There was an update on events planned for the month of January, including a country show with Dylan Wilson and Ali Randolph.

▪ **Council Members' Reports**

1. Mayor Theresa Coletta

- a. Interviews with three candidates for the town administrator position will be conducted on January 16<sup>th</sup>.
- b. Ardell and Remelle Sink will be honored for their contributions to our community on February 20<sup>th</sup>. A Proclamation will be presented to them on behalf of the Town.

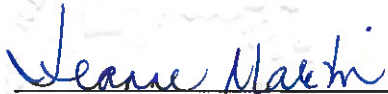
2. Other Council Members – Bunnie McIntosh announced the need for a Council member to be appointed to the COG’s Rural Transportation Advisory Committee, which typically meets quarterly to discuss the region’s transportation projects. Bunnie McIntosh moved to appoint Denise Collier to the position after hearing her express interest in the committee. The motion was seconded by Theresa Coletta, and carried.

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

1. Economic Development Commission – Director Jamie McMahan reported:
  - a. The EDC’s year-end report was available for review.
  - b. The EDC will be hosting a community partners’ meeting with corporate leaders from Little Leaf Farms at the Town Center on Monday, January 12<sup>th</sup>.
  - c. The final revision of the Comprehensive Economic Development Plan will be forwarded to Council members and Commissioners in the next few weeks. A joint meeting will be held the second week in February to set priorities for implementation.

- **Next Town Council Meeting** – The next regular Town Council meeting will be held on February 6, 2020, at 6:00 p.m., to conduct regular business for the month of November.

Bunnie McIntosh moved to adjourn. The motion was seconded by Judy Buchanan and approved by all members.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor