

BURNSVILLE TOWN COUNCIL
Regular Meeting - Thursday, March 4, 2021

On Thursday, March 4, 2021, the Burnsville Town Council with Mayor Theresa Coletta, members Judy Buchanan, Denise Collier, and Bunnie McIntosh present, held a regular meeting at the Burnsville Town Center. Also in attendance were town staff members Heather Hockaday, Dillon Lundy, Leslie Crowder, Chad Fox and Corbin Cooper; and visitors Danny McIntosh, Jody Higgins, Christy Jones, Jamie McMahan, Cory Osborne, Sharon Gillespie, and Joseph Ventrice. Mayor Coletta, who presided, called the meeting to order at 6:03pm and stated that the purpose of the meeting was to conduct regular business for the month of March, 2021. Member Russell Fox joined via remote simultaneous communication at 6:15pm and was counted present for purposes of quorum and voting. The meeting was streamed live for the public on the Burnsville Town Center's YouTube Channel.

Mayor Coletta began by thanking Mayor Pro Tem Judy Buchanan for presiding over the February regular meeting in her absence.

Adoption of Agenda - Bunnie McIntosh moved to approve the agenda. Judy Buchanan seconded the motion, which carried.

Public Comment

Former Mayor Danny McIntosh expressed appreciation for snow plow crews and commented how impressive it would be if the Town is able to overcome the challenges of making the infrastructure improvements needed to allow for expansion.

Consideration of Minutes - Minutes from a regular meeting held on February 4, 2021, a closed session held on February 4, 2021, and a work session held on February 15, 2021 were available for review. Consideration was moved to the Mayor's report to give Councilors time to review the closed session minutes.

Public Hearing - Consideration of the *Burnsville Comprehensive Land Use Plan*

1. Staff report/background - Mayor Coletta introduced Cory Osborne of the High Country Council of Governments. He described the necessity of the plan was to comply with the State and 160-D in order to be able to continue to exercise zoning authority.

He talked about the process of developing the plan and thanked the Land Use Plan Steering Committee for their efforts and diligence during the pandemic. He mentioned the online survey for public input received and the 140 high-quality responses which he thought were impressive for a town the size of Burnsville.

He described the content of the plan and how it can help guide future policy decisions. Mayor Coletta thanked Mr. Osborne for his guidance in developing the plan.

2. Open public hearing - Judy Buchanan made a motion to open the public hearing. Bunnie McIntosh seconded the motion, which carried.
 - a. Public input
 - i. EDC Director Jamie McMahan spoke briefly, commending the work of Mr. Osborne, the Planning Board, and Town Council. He said the EDC wholeheartedly endorses the well thought out plan.
 - ii. Former Mayor Danny McIntosh commended Mr. Osborne and the Planning Board, saying the plan has large amounts of good, interesting information.

Mr. McIntosh elaborated further on several of the public input topics such as safety concerns at the tag office and CVS intersection, minimum housing standards, the need for an annual 3% water rate increase, his opposition to a reduction of off street parking requirements, and the importance of subdivision ordinances.

3. Close public hearing - Judy Buchanan made a motion to close the public hearing. Bunnie McIntosh seconded the motion, which carried.

4. Council action following the public hearing - Judy Buchanan made a motion to adopt the *Resolution Adopting the Town of Burnsville Comprehensive Land Use Plan 2021*. Denise Collier seconded the motion, which carried. All were in agreement.

Presentations

- Audit presentation - CPA Sharon Gillespie was available to review the audit report. She reviewed the audit opinion, balance sheet, fund balance, income statements, future health benefits and pension funds expectations. She explained oddities with the fire department and GDS. She noted that the Town has been managing more than twice the average number of capital projects, a huge responsibility for a finance officer. She also commented that obtaining information from the Town was an easy and smooth process.

Mayor Theresa Coletta asked about a strength and a weakness. Mrs. Gillespie responded that strengths would be the tax collection increase of .7% and the health of the fund balance. A weakness would be the lack of staff to manage the financial responsibilities. Judy Buchanan moved to approve the audit as presented. Russell Fox seconded the motion, which carried.

- American Red Cross Proclamation - Red Cross volunteer Joe Ventrice introduced himself, expressing his desire to serve the community. In an effort to do something different, Mr. Ventrice and his wife are exploring many ways for the Red Cross to support the community. Bunnie McIntosh made a motion to approve the proclamation dedicating March as American Red Cross month. Judy Buchanan seconded and all agreed. The motion passed.
- Consideration of *Resolution Supporting National Fair Housing Month* - Bunnie McIntosh moved to approve the resolution. Judy Buchanan seconded and the motion carried.

Administrator's Update - Heather Hockaday

COVID-19 Update - Town Administrator Heather Hockaday updated the Council on improving COVID-19 numbers as Yancey remains yellow on the State's county alert system. Vaccinations, now in phase three, continue to roll out, with several aspects of the pandemic experiencing positive trends.

SOC with DEQ update - Mrs. Hockaday reported that multiple conversations with DEQ have occurred, leading to the discovery of a requirement to have an independent expert certify the need for the SOC agreement. This expert would certify based on the needs at the wastewater plant. A proposal from Withers Ravenel was made available to council prior to the meeting and they are expected to begin the following Monday morning. Judy Buchanan made a motion to approve the proposal and authorize Mrs. Hockaday to sign it. Bunnie McIntosh seconded the motion, which carried.

Consideration of Residential Water Leak Policy. Public Works Director Dillon Lundy responded to questions about stormwater. Mayor Theresa Coletta and Judy Buchanan commented on the clarity of the policy. Judy Buchanan moved to approve the *Residential Water Leak Policy*. Bunnie McIntosh seconded the motion, which carried.

Town Center, Area C lease - A twelve months lease with Linhart Realty Group for Area C of the Burnsville Town Center was considered. Russell Fox made a motion to approve the lease and have Mayor Theresa Coletta sign it. Judy Buchanan seconded the motion, which carried.

Employee Evaluations - March 29, 2021 at 5pm was set for the Town Council to evaluate the Town Administrator and Town Clerk positions.

Community promotions update - Council members were updated on efforts to communicate the community promotions funding opportunities to qualifying organizations.

Discussion of events on the Town Square - Council members discussed waiting until the May regular meeting before approving any events on the Town square.

Tax Report - Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated February 28, 2021 was provided as an update of uncollected revenues.

Department Updates

1. Public Works - Dillon Lundy
 - a. Water treatment plant - Public Works Director Dillon Lundy explained the engineer proposed changes to the scope of the work needed and how it affects the State Revolving Fund. He is now waiting to hear back from the State on approval of the changes.
2. Finance - Leslie Crowder
 - a. Budget vs. Actual dated February 28, 2021 and the overtime report was previously provided to Council.
 - b. NC Capital Management Trust account - Mrs. Hockaday gave Council an overview on opening a NC Capital Management Trust account and the advantages such as liquidity, speed of access, and better return. She added that they are also certified by the LGC, utilized by the county, and recommended by the State Treasurer's office. Mrs. Hockaday also mentioned the need to set up trusts for OPEB and police special separation. She said that, with Council support, staff would come back next month with the appropriate documents to move forward. Both Mayor Colleta and Councilor Judy Buchanan voiced support for the idea.
3. Fire Department - Niles Howell was not available due to training but submitted a report.
 - a. Operations - The Burnsville Fire Department responded to 22 calls during the month of February 2021.
 - b. Building project update - Trusses for the administrative area are to be installed the following week.
4. Police Department - Chief Brian Buchanan was unavailable due to matters related to an investigation.
5. Zoning/Code Enforcement - There was no report.

6. Burnsville Town Center - Facility Manager Corbin Cooper updated the Council on upcoming rentals saying that Spring has improved and event bookings look strong for the upcoming year.

Council Members' Reports

1. Mayor Theresa Coletta
 - a. Minutes from a regular meeting held on February 4, 2021 and a work session held on February 15, 2021 were available for review. Judy Buchanan made a motion to approve the minutes as read. Denise Collier seconded the motion, which carried. The minutes from a closed session held on February 4, 2021 will be considered for approval at the next regular meeting.
 - b. Mayor Coletta reported that musician Brian Gurl has been temporarily booked for Saturday, July 3rd, with a final decision to be made on May 6, 2021.
2. Councilor Denise Collier updated the Council on coordination with media and staff to encourage litter pickup.

Updates from Advisory Boards and Non-Profits

- Economic Development Commission - EDC Director Jamie McMahan asked for the opportunity to discuss matters in a brief closed session.
- Burnsville-Yancey Chamber of Commerce - Christy Jones updated the Council on new promotions for downtown businesses such as the Chamber Bucks Program. An update on events included the beginning of Craft Fair preparations and postponement of the Burnsville Metric until September.

Closed Session - Mayor Coletta made a motion to enter Closed Session pursuant to N.C.G.S. 143-318.11(a)(4) to discuss economic development matters at 7:31pm

A motion was made by Judy Buchanan to leave closed session and re-enter the regular session. Bunnie McIntosh seconded the motion, which carried. Council re-entered the open session at 7:47pm.


The Council reconvened in open session and took no action.

Next Town Council Meeting - Regular meeting on April 1, 2021

With no further business, Bunnie McIntosh made a motion to adjourn at 7:48pm. The meeting adjourned.



J. Chad Fox, Town Clerk



Theresa Coletta, Mayor