

BURNSVILLE TOWN COUNCIL
Regular Meeting - Tuesday, August 3, 2021

On Tuesday, August 3, 2021, the Burnsville Town Council with Mayor Pro-Tem Judy Buchanan, members Bunnie McIntosh, Russell Fox and Denise Collier present, held a regular meeting at the Burnsville Town Center. Also in attendance were Town staff members Heather Hockaday, Niles Howell, Brian Buchanan, Leslie Crowder, Chad Fox, and Corbin Cooper; and visitors Danny McIntosh, Jamie McMahan, Christy Jones, Pam Cook, David Graham, Lucy Doll, Jim Parlier, Joe and Karen Ventrice. Mayor Theresa Coletta was absent from the evening's meeting due to surgery. Mayor Pro-Tem Judy Buchanan, who presided, called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct regular business for the month of August 2021. The meeting was streamed live for the public on the Burnsville Town Center's YouTube Channel.

Adoption of Agenda

Councilor Bunnie McIntosh moved to approve the agenda as presented. Councilor Denise Collier seconded the motion, which carried.

Public Comment

- Jannette Roland was present to discuss her water bill of more than \$1600 due to an underground water leak that was not discovered until 3 weeks later. She stated that she was at the meeting to ask for help. Town Administrator Heather Hockaday explained the water leak policy and told her to come by Town Hall and they would work on a payment plan.
- Lucy Doll informed the Council that Jim Parlier is now a resident of Burnsville.
- Former Mayor Danny McIntosh spoke about renting the Town Center. He has always felt like the Town Center is an enterprise and hopes the Council maintains the policy of everyone paying the same.

Consideration of Minutes

Minutes from a regular meeting on July 1, 2021 were considered. Councilor Russell Fox made a motion to approve the minutes as presented. Bunnie McIntosh seconded the motion, which carried. All were in agreement.

Public Hearings - There was no public hearing.

Presentations

- Yancey County Comprehensive Transportation Plan Update - David Graham from the High Country Council of Governments and Pam Cook from NCDOT's Transportation Planning Division were present to discuss a brief overview of the plan update. Mr. Graham described the CTP as a long range multi-modal plan with a 25-30 year planning period. It includes a transportation vision for Yancey County developed cooperatively between the NCDOT, Rural Planning Organization, and a local stakeholder steering committee. The plan incorporates existing land use and other plans previously adopted by local governments, as well as community and statewide goals and input from the steering committee and public. Modes of transportation evaluated during the CTP planning process were highway, public transportation, bicycle and pedestrian. He said the planning process, surveys and workshops resulted in 13 highway, 49 bicycle and pedestrian, and 1 public transportation project recommendation. The recommendations will serve as a basis for projects to be considered for funding in the State transportation improvement program. Mr. Graham Requested adoption of the update and hopes to

have all adoptions of the plan complete by September. After an opportunity for questions, Councilor Bunnie McIntosh moved to approve the Yancey County Comprehensive Transportation plan. Russell Fox seconded the motion, which carried. All were in agreement.

Administrator's Update - Heather Hockaday

COVID-19 Update - Town Administrator Heather Hockaday reported that due to the Delta variant, Yancey County is now red on the State's County Alert System as some organizations are beginning to implement stricter guidelines.

SOC with DEQ update - After a recent discussion with Keith Carpenter from Withers Ravenel, it appears that the sewer plant data collection for the application is getting close to complete. He indicated that the regional DEQ office would, in the interim before the agreement is complete, include relief on the tap moratorium with the Town seeking 50 taps. Mrs. Hockaday expects the tap moratorium to be lifted once the agreement is finalized.

West Main sewer interceptor grant update - Mrs. Hockaday said the Town is still waiting on the State to send the grant contracts and that RFQs for services were sent out and three were received back. A committee will review them on August 10th.

Water line extension to Little Leaf Farms update - The ARC grant has been submitted by Kelley Coffey of High Country. He has also begun work on the EDA and Golden Leaf grants.

Discussion of SRF State loan for water plant - Mrs. Hockaday reported that she has received news from the State Water Authority that the loan application for additional funds was approved.

Employee Handbook Vehicle Policy amendment - Recent updates to the *Vehicle and Equipment Use Policy* were needed after Town staff was made aware that the IRS does not allow Law Enforcement Officers driving marked vehicles to be charged by the mile. They have learned that it is possible for the Town to charge a flat fee. Police Chief Brian Buchanan said the change would only affect one employee and the amount was agreeable. Russell Fox made a motion to approve the *Resolution To Amend The Town Of Burnsville Employee Handbook Adopted on February 2, 2017*. Denise Collier seconded the motion, which carried. All were in agreement.

Stormwater GIS Mapping update - Mrs. Hockaday said the last of the field work should be done within a week and soon after, the information should be made available to the Town. Jessica Welborne and Public Works Director Shane Dale will discuss what form would make the data most accessible to the Town.

Mrs. Hockaday mentioned the Employee cookout and cornhole tournament on August 13th at 11:30am at Ray-Cort Park.

Tax Report - Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated July 31, 2021 was provided as an update of uncollected revenues.

Department Updates

1. Public Works - Shane Dale

- a. OMC Pump Station update - Public Works Director Shane Dale reported that the new pumps are running well and most of the issues have been worked out. Completion of the entire project is getting very close.
- b. Town Street Paving update - Mr. Dale said that most of the bids have been received as the Town prepares to pave several streets.

- c. Water line for new fire station - Hyatt will begin the project on the following Monday, with it expected to be complete in about a week.

Mr Dale also mentioned that preparations for the Crafts Fair were underway.

2. Finance - Leslie Crowder

- a. Finance Office Leslie Crowder began by presenting an overtime report and fiscal year end financial statement. A Budget vs. Actual dated July 31, 2021 was previously provided to Council.
- b. Fire Station paving project
 - i. Mrs. Crowder presented a change order allowing for the addition of a 2-inch asphalt surface layer to cover the previously contracted binder layer. Denise Collier made a motion to approve *Change Order No. Two*. Bunnie McIntosh seconded the motion, which carried.
- c. Budget amendment(s) - Mrs. Crowder presented a budget amendment adding contributions from the fire tax fund balance to the operating budget for paving at the Pineola Fire Station and an amendment increasing lines for the exact amount of ARPA funds received in July. Denise Collier made a motion to approve the budget amendments. Russell Fox seconded the motion, which carried.
- d. Project Ordinance amendment(s)
 - i. Pineola Fire Station - Russell Fox made a motion to approve the project ordinance amendment accounting for 2" surface asphalt layer. Bunnie McIntosh seconded the motion, which carried.
 - ii. OMC pump station - Russell Fox made a motion to approve the project ordinance amendment reflecting a previously approved change order. Denise Collier seconded the motion, which carried.

3. Fire Department - Niles Howell

- a. Operations - Fire Chief Niles Howell reported that the department answered 34 calls for the month. The ISO rating inspection and the inspection to occupy the new building has been tentatively scheduled for November. The department is in the midst of their annual hose testing as well.
- b. Building project update - Several tile floor projects are finished and most of the heaters have been installed. Final electric, final plumbing, and cabinetry should be completed over the next few weeks.

4. Police Department - Police Chief Brian Buchanan made activity logs available. He mentioned that a new hire had started and preparations for the Crafts Fair are ongoing.

5. Zoning/Code Enforcement - Zoning Administrator Brian Buchanan reported that several projects have been discussed but no new construction has reached the permitting stage.

6. Burnsville Events

- a. Events on the Town Square - Town Clerk Chad Fox made the Council aware of a stage request for the March for Jesus event on September 11, 2021. Denise Collier made a motion to approve the stage request. Bunnie McIntosh seconded the motion, which carried. He also mentioned the postponement of the August 8, 2021 COVID-memorial.
- b. Burnsville Town Center - Town Center Manager Corbin Cooper updated the Council on recent concerts and spoke about possible cancellations due to the rise in COVID cases.

Council Members' Reports

Councilor Denise Collier reported that after discussion with Heather Hockaday about developing apprenticeship and internship programs for public works, a meeting with Mountain Heritage and Yancey County staff has been set for later in the month. They are hoping to develop a program to offer opportunities for young people to work closer to home.

Updates from Advisory Boards and Non-Profits

- Economic Development Commission - EDC Director Jamie McMahan updated the Council on a grant awarded to new downtown business Cast Iron Kitchen, the third small business grant awarded in the last year. He also mentioned the Small Business COVID Assistance Loan Program and how the EDC would like to continue the MOU with the Town, evolving it into a program for business startups.

Little Leaf Farm's draft application for permanent approval has been sent to the Army Corp of engineers as the project continues to move forward.

A kick-off meeting for a Future industrial site was had. Mr. McMahan wants to keep the Town closely involved as there will be water and sewer needs for the site.

Yancey EDC has had it's first opportunity to serve as chair for Advantage west, the organization that markets the seven county areas around Asheville for business site selection and recruitment opportunities. He mentioned efforts taken by the group to meet with site consultants and grant funders.

- Burnsville-Yancey Chamber of Commerce - Chamber Director Christy Jones updated the Council on the Crafts Fair, thanked the Town for their support, saying it couldn't happen without all of the help. The chamber will also be implementing new COVID protocols.

Mrs. Jones mentioned several promotions happening on television and a recent increase in tourism numbers.

- American Red Cross - Joseph & Karen Ventrice, community volunteer leads for the American Red Cross expressed the need for locations and sponsors for blood drives.

They asked the Town to consider facilities and events that might encourage blood donations. The Council thanked them for the work they do.

- High Country Council of Governments - Minutes from the recent meeting were available.

Closed Session - There was no closed session.

Next Town Council Meeting - September 2, 2021

Adjourn - With there being no further business, Bunnie McIntosh moved to adjourn the meeting at 7:03pm. Russell Fox seconded the motion, meeting adjourned.



J. Chad Fox, Town Clerk



Theresa Coletta, Mayor