

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
January 14, 2014

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday, January 14, 2014 at 7:00 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

A. CALL TO ORDER

Mayor Brown called the meeting to order at 7:00 p.m. with the following members present:

Mayor Gavin Brown
Alderman Gary Caldwell
Alderman Julia Freeman
Alderman Wells Greeley
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager
Woodrow Griffin, Town Attorney
Eddie Ward, Deputy Clerk
Andrew Bowen, Management Assistant

Representing the Media:

Mary Ann Enloe, The Mountaineer
Holly Kays, Smoky Mountain News

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting, and mentioned several calendar items. They included Leadership Haywood on January 15, 2014 to be held at the Town of Waynesville, Downtown Waynesville Association Planning Retreat to be held on January 16, 2014 at Town Hall, and Martin Luther King Breakfast on January 20, 2014. Manager Onieal added the Haywood County Council of Government and the Southwestern Commission Board meeting, both to be held on January 27, 2014.

2. Adoption of Minutes

Alderman Caldwell made a motion, seconded by Alderman Greeley, to approve the minutes of the December 10, 2013 meeting as presented. The motion passed unanimously.

B. NEW BUSINESS

3. Call for Public Hearing to consider rezoning of property at 1783 South Main Street

Mr. Tom Morgan owns five tax lots with a total area of 1.7 acres located at the intersection of South Main Street, Norman Street and Allens Creek Rd. The parcel fronting South Main Street is

currently developed with a convenience store, gas pumps, and a car wash. The requested zoning change is from South Main Business District to Hyatt Creek Regional Center.

The Planning Board held a public hearing to review this rezoning at their December 2013 meeting. The Board voted to recommend the property to be rezoned as requested.

A motion was made by Alderman Freeman, seconded by Alderman Greeley, to call for a public hearing on Tuesday, January 28, 2014 at 7:00 p.m., or as soon thereafter as possible in the Board Room of Town Hall, 9 South Main Street, to consider rezoning of property at 1783 South Main Street District (SMB) to Hyatt Creek Regional Center (HCR). The motion passed unanimously.

4. Resolution #R-01-14, adopting the Local Water Supply Plan for the Town of Waynesville

A Local Water Supply Plan (LWSP) is an assessment of a water system's current and future water needs, and ability to meet those needs. North Carolina General Statute requires all units of local government to prepare a LWSP, and to submit an annual water use update. The LWSP projects demand as a percentage of supply to increase from 31% currently to 39% in the year 2060.

A motion was made by Alderman Greeley, seconded by Alderman Caldwell, to adopt Resolution #R-01-14, approving the 2012 Local Water Supply Plan for the Town of Waynesville, as presented. The motion passed unanimously.

C. COMMUNICATIONS FROM STAFF

5. Town Manager – Marcy Onieal

➤ Staff Hires and Public Works Department Restructuring

Manager Onieal stated there have been three new employees hired recently.

The first is **Mr. Andrew Bowen**. Mr. Bowen is an intern from the Western Carolina University Master of Public Administration program. He has recently completed the hours necessary for his required internship, but will continue working for the Town through the end of the school year as a management assistant, with a focus on budgeting and the upcoming IT conversion. She is looking forward to working with Mr. Bowen and feels he will do a great job.

Mr. David Foster has been hired as Public Services Director. Currently Mr. Foster is the interim Public Works Director for the City of Asheville. Mr. Foster comes to the Town with 25 years of experience and Manager Onieal feels he will be a great addition to the Town.

Ms. Amie Owens will be coming in February as Town Clerk. She is coming to the Town from the position of Haywood County Clerk/Executive Assistant. Ms. Owens spent 10 years in health administration prior to coming to Haywood County as clerk. Manager Onieal stated that Ms. Owens has her NC Clerks certification and will be a great asset to the Town as well.

Manager Onieal stated that a portion of the money that had been allocated to the Assistant Manager's job will be temporarily re-allocated to cover the over-hire in Public Services necessary to prepare for succession with the pending, but date-unannounced, retirement of Assistant Director Robert Hyatt and to provide an employee development training program in soft skills such as leadership development, team building, supervisory training, and customer service skills. She said these items are a critical component of prepping employees for upward progression within the organization. A consulting team will be brought in later in the spring that will eventually work with each employee in every department on these skills.

➤ Leadership Haywood

Manager Onieal gave the Board members a schedule of topics that would be discussed at Leadership Haywood that will be held on January 15, 2014 in the Town of Waynesville Board Room, noting that the session is focused on local government and law enforcement. She and the mayor and police chief will serve as presenters.

➤ HC Commissioners Work Session – Old Hospital/Folkmoot dispositions

Mayor Brown said he had attended the Haywood County Commissioners work session meeting in which they were reviewing the old Hazelwood Prison and the old Haywood County Hospital sites. He said the County had been approached by Haywood Christian Ministries and the Next Step Ministries to lease the existing dormitories located at the former prison for possible relocation of the Open Door Soup Kitchen. Other areas of the site would be used to house emergency vehicles.

Alderman Freeman said this kind of facility for the homeless is much needed in Waynesville. She said the goal of this project is to move the homeless from the streets into a successful permanent housing. She said it would be a win-win situation for our community.

➤ Junaluska Annexation Update

Manager Onieal stated there was nothing new to report, but that the Community Council is still in the process of soliciting separate petitions from both registered voters and property owners in favor of petition.

➤ Watershed Management update

Selective timbering is being conducted now at the watershed. This program is designed to manage the health of the watershed for the primary purpose of maintaining a high quality/clean water supply. Manager Onieal said she had not had any calls or concerns expressed about the process. This activity is being monitored on a weekly basis by Forest Stewards Rob Lamb and Peter Bates. Also, Rusty Painter from the NC Conservation Trust has visited the watershed and everyone is very pleased with the progress.

➤ Property Exchange –Hazelwood/Dutch Fisher Park

This exchange of property is in conjunction with NCDOT's Howell Mill Road improvement project, which is scheduled to start next week. Manager Onieal said the property owner and NCDOT have reached an agreed purchase price and are ready to close. The Town will be taking control of a roughly 50-foot wide corridor from the corner of Dutch Fisher Park along Richland Creek to the Apartments on Killian Street. This will become the anchor section of a new cross-town greenway. Manager Onieal thanked Town Attorney Woodrow Griffin for his assistance in preparing a draft lease for use of the remainder of the property, which will be put into passive recreational use until such time as the owner wishes to develop the remainder of the 15 acre property.

➤ IT Support Transition

A contract for IT network support has been established with VC3, and the Town is now beginning the transition from New Meridian to VC3. The shift from one vendor to the other will happen by the end of January 2014, and the project will take place in stages over the next few months. Both vendors are working together to make sure this is a seamless process. The Town's website has already been established and is working well. Over the next few months, the Town's IT infrastructure will undergo major upgrades and reconfiguration. During the summer, the Town will transition from premise-based to cloud-based data storage; followed by WiFi accessibility improvements. Manager Onieal said this is a very much needed transition for the Town, because the Town's IT needs have outgrown current technology and support capabilities. She emphasized that this will be a time consuming, detailed activity, and she and Andrew Bowen and much of the staff will be heavily focused at times in the next few months with this process.

➤ Balanced Scorecard Budgeting Process

Manager Onieal stated that one of the board's goals when she came to Waynesville was to ensure the Town is functioning as a high performance organization. In the upcoming retreat, she wants to talk about efficiency, effectiveness, productivity, and improved customer service. She would like to work with the board to develop a long-term vision and priorities for the Town, and focus budgetary and management priorities on outcomes rather than inputs. In preparation for the February board retreat she invited Board Members to read an article from Popular Government Magazine she distributed, entitled "Balanced Scoreboard Budgeting Process" to give them an introduction to one concept of managing for high performance.

➤ Board Retreat Re-scheduling

Manager Onieal said that due to the VC3 technology transition being in process the next two or three weeks, she asked the Board to reschedule the Board Retreat, which had tentatively been scheduled for late January.

By consensus, the Board agreed to reschedule the retreat for one Friday in February, depending on facilitator schedule, with a preference for February 21, 2014.

6. Town Attorney – Woodrow Griffin – No Comment

E. COMMUNICATIONS FROM MAYOR & BOARD OF ALDERMEN – No Comment

F. CALL ON THE AUDIENCE

Mayor Brown introduced Mr. David Blevins, who has been involved with the relocation and placement of an art piece entitled “Chasing Tadpoles”, designed by former Tuscola High School art teacher Bill Eleazer. The sculpture was originally commissioned for the Biltmore Square Mall in Asheville, NC. With the mall’s upcoming closing on January 31, 2014, the mall’s owners are donating all artworks to various recipients for re-installation as public art displays and the Town of Waynesville has received “Chasing Tadpoles”. Town of Waynesville employees removed the sculpture January 10 and it is currently in storage.

Manager Onieal said there are several locations being considered for the placement of the sculpture and the Public Art Commission will be working with the artist on evaluating sites and developing plans for a re-installation soon.

Mr. Blevins also said that the Town of Waynesville has been offered another piece of sculpture called “La Femme” from the mall. He said if the Town would like to have this sculpture, it would need to be relocated soon. Manager Onieal indicated that based on the direction of the Board at the December 10 meeting, she had already informed Biltmore Square management of the Town’s willingness to accept and relocate any other works of art which had not already been committed and work with the Public Art Commission to find suitable locations for re-installation. Ms. Onieal thanked Alderman Gary Caldwell for bringing this opportunity to her attention and Mr. Blevins for his behind-the-scenes assistance to town staff in coordinating scheduling and logistics with Biltmore Square.

By consensus, the Board agreed to accept the donation of the sculpture “La Femme” from the Biltmore Square Mall.

G. ADJOURN

There being no further business, Alderman Caldwell made a motion, seconded by Alderman Greeley, to adjourn at 8:10 p.m. The motion passed unanimously.

ATTEST

Gavin A. Brown, Mayor

Marcia D. Onieal, Town Manager

Eddie Ward, Deputy Town Clerk