

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
April 9, 2024

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, April 9, 2024, at 6:00 pm in the Town Hall Board Room located at 9 South Main Street Waynesville, NC.

A. CALL TO ORDER

Mayor Gary Caldwell called the meeting to order at 6:01 pm with the following members present:

Mayor Gary Caldwell
Mayor Pro Tempore Chuck Dickson
Councilmember Jon Feichter
Councilmember Anthony Sutton
Councilmember Julia Freeman

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Town Attorney Martha Bradley
Elizabeth Teague, Director of Development
Olga Grooman, Land Use Administrator
Misty Hagood, Finance Director
Sharon Agostini, Tax Collector
Police Chief David Adams
Julie Grasty, Asset Services Manager
Page McCurry, Human Resources Director
Luke Kinsland, Recreation Director

Members of the Media:

Paul Nielson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Town Council meeting will be held on April 17th for the budget meeting and the next regular meeting will be Mountain Heritage Market will be April 20th on Main Street 10am-6pm.

B. PUBLIC COMMENT

Candace Hladik- Ms. Hladik said she lives across from the Haywood Hospital, and she is in support of the historic designation.

Blake Yoder- Mr. Yoder said he lives in town limits and owns a business in Frog Level. He said that the vacant and run down buildings in Frog Level are taking away from its “curb appeal”. He said that the pedestrian light at the intersection of Commerce and Depot has been wrecked for the majority of the year. He said the cross walk has faded and is challenging to see. He said these two things hurt the perception of Frog Level and contribute to a dangerous pedestrian environment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to change item #2C on the consent agenda to read, “A call for Public Hearing for May 23, 2024 to consider a Longview Subdivision Conditional District Map Amendment (Rezoning) Application, sections 2.7 and 15.15 of the Land Development Standards (LDS)” at the request of the applicant. The motion passed unanimously.

D. CONSENT AGENDA

All items below are routine by the Town Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2.
 - a. March 26, 2024 Regular Scheduled Meeting Minutes
 - b. Approve the Police Department Block Grant budget amendment
 - c. Call for a Public Hearing for May 14, 2024 to consider a Longview Subdivision Conditional District Map Amendment (Rezoning) Application, sections 2.7 and 15.15 of the Land Development Standards (LDS).
 - d. Approve the SOAR Eagle Special Event Permit
 - e. Approve the Gateway to the Smokies Half Marathon/Mighty Four Miler to Benefit Riley Howell Foundation Fund Special Event Permit
 - f. Approve the Steppin’ Into Spring Special Event Permit

Councilmember Feichter requested clarification on the motion made on the Greenview Subdivision Conditional District Map Amendment (Rezoning) Application, sections 2.7 and 15.15 of the Land Development Standards (LDS) public hearing, found in the March 26th meeting minutes. He thought they wanted to add in the motion a specific stretch of sidewalk beginning at the entrance of the club extending up Longview. Ms. Teague said that staff did want to prioritize that stretch of Longview. Councilmember Feichter asked if the staff recommendation is to prioritize specific stretch for the sidewalk, is stating “staff recommendation” sufficient for the motion.

A motion was made by Councilmember Feichter, seconded by Councilmember Dickson, to amend the March 26th meeting minutes to reflect in the “Public Hearing to consider a Greenview Subdivision Conditional District Map Amendment (Rezoning) Application, sections 2.7 and 15.15 of the Land Development Standards (LDS)” motion, that “the developer will pay payment-in-lieu for sidewalk construction, contingent that it be

with staff recommendation, with priority of the sidewalk construction to begin at the country club entrance and alongside Longview. The motion passed unanimously.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the consent agenda as amended. The motion passed unanimously.

E. PRESENTATIONS

3. Presentation on program of work for the Haywood County TDA
 - Corrina Ruffieux, TDA Director

Ms. Ruffieux presented the Haywood County Tourism and Development Authority's Annual Report. She said that Tourism gives back to the community, making it a better place to live. She said in 2023, the TDA was able to invest in 25 capital projects in the amount of \$436,840 and 22 marketing initiatives and events totaling in \$333,904. Ms. Ruffieux said the TDA's main role is to marketing and communications for the County. She said social media engagement has increased. She reported that 79% of visitors are from out of state and 42% of every dollar spent in the county comes from visitors.

F. PUBLIC HEARINGS

4. Public Hearing to consider 486 East Marshall Street, known as the Historic Haywood County Hospital, PIN 8615-79-8480, to April 9, 2024.
 - Elizabeth Teague, Development Director

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to open the public hearing at 6:30pm. The motion passed unanimously.

Development Director Elizabeth Teague reported that the local landmark program is a program of the State Historic Office and the Town of Waynesville. She said it recognizes historic properties and works to preserve them. She said the he Haywood Hospital at 486 East Marshall Street was listed in the National Register on June 18, 2018 and after a multi-year renovation process, the Hospital was converted into the Brookmont Lofts Apartments and issued a Certificate of Occupancy as multi-family apartments on May 24, 2022. Ms. Teague said that at their January 3 and February 7, 2024 meetings, the Waynesville Historic Commission heard and considered a request from the Brookmont Lofts, LLC to be considered for a Local Landmark, and recommend to Council that this property be designated in accordance with LDS Section 15.11. She added that both the Waynesville HPC and the State confirm that the documentation provided, the historic elements of the property, and the efforts of the owners to restore and maintain those elements, justify the designation as a local landmark and the tax benefits and demolition limitations associated with that designation. Ms. Teague reported that the applicant has provided adequate documentation for the HPC and the Council to find that this property meets the criteria for designation as a local landmark because:

- 1) the hospital building and portion of the grounds are already on the National Register of Historic Places,

- 2) the applicant has provided documentation showing that the renovation and rehabilitation of the property maintains the historic integrity of the original architecture in a way that will preserve the structure even as it has converted its use to a multifamily residential facility, and
- 3) the State Historic Preservation Office confirms its support of the application; and
- 4) the applicant has made a significant investment into the rehabilitation of the property and will continue to maintain it.

Ms. Teague said the designation of a Local Landmark provides an incentive for property owners to restore and maintain historic structures and that the Brookmont Lofts project is a good example of re-investment and re-use of an historic structure.

John Stiltner, one of the applicants, said he is in support of the landmark designation. He said he appreciates the town and community support. Councilmember Feichter thanked Mr. Stiltner for bringing the building back to life.

Jack Sarai, another applicant, said it was a tremendous honor to work with everyone in Waynesville. He said that renovation has provided much needed housing for seniors.

Alex McKay, Chairman of the Waynesville Historic Preservation Commission, thanked the applicants for the incredible work they've done to the building.

Candace Hladik, a nearby resident, said they did a beautiful job and seems to bring the community together.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to close the public hearing at 6:45pm. The motion passed unanimously.

A motion was made by Councilmember Freeman, seconded by Councilmember Feichter, to adopt the attached ordinance to designate Brookmont Lofts, and the property at 486 Marshall Street, PIN 8615-79-8480, as a Local Landmark, effective April 9, 2024. The motion passed unanimously.

G. NEW BUSINESS

5. Fire Department Part-Time Budget Amendment
 - Joey Webb Sr., Fire Chief

Fire Chief Joey Webb reported that the part-time budget was decreased the previous two years due to not enough part-time staff to fill open shifts. He said that staffing has increased and they are now able to fill all open shifts. He said the department is requesting enough funding to staff previously approved shifts (two positions, 7am-7pm, 7 days a week). Chief Webb said it's especially important as summer approaches and they attempt to cover the north side of the district around the Russ Avenue road-construction.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve moving amending the fire department part-time budget in the amount of \$45,000 to be taken from the fund balance. The motion passed unanimously.

6. Downtown Waynesville Full Fiscal Campaign Proposal
 - Beth Gilmore, DWC Director

DWC Director Beth Gilmore reported that the DWC would like to contract with Kanipe Creative to develop a 12-month marketing campaign to drive the “Appalachian True” brand and create and deliver an archive of content for marketing and promotions, website and social media. She said the ultimate goal is to increase awareness about downtown Waynesville, attract guests and residents to spend more time downtown and drive consumer spending. Ms. Gilmore said in the past, marketing for events has been more random, so the DWC would like to be more strategic moving forward. She said Kanipe has also developed the DWC website, which would help with brand consistency if the DWC moves forward with this contract. She presented Kanipe’s portfolio to Town Council.

Councilmember Sutton asked how much the project will cost. Ms. Gilmore replied \$38,000 for a 12-month campaign. She said the DWC would like to spend up to \$16,000 of funds remaining in their current budget for “other advertising” toward the Kanipe Creative proposal and remaining funds will come from the FY 2024-25 budget for “other advertising”.

Councilmember Feichter said this contract is much needed and provides a more thoughtful approach to marketing for the DWC. Councilmember Freeman agreed.

A motion was made by Councilmember Freeman, seconded by Councilmember Feichter approve the Full Fiscal Campaign Proposal by Kanipe Creative. The motion passed unanimously.

H. OLD BUSINESS

7. Increase in budget for capital purchase
 - Jeff Stines, Public Services Director

Public Services Director Jeff Stines reported that this was an approved item budgeted for this fiscal year for a VAC ALL truck. He said the truck will be able to clean leaves and debris from storm basins before they reach streams, it can vacuum clogs out of sewers when the jet truck is not suitable, and its pump can aid the crews in any place a high-power vacuum may be of benefit. Mr. Stines said the original quote was for \$475,000. He said the price has since increased by \$30,450.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the increase in funds to purchase the Vac All vehicle. The motion passed unanimously.

8. Project Budget Amendment for ARP funds
 - Rob Hites, Town Manager

Town Manager Rob Hites reported that the Town established a project budget for its American Rescue Plan (ARP) in 2021 and they are moving toward the end of the program and all funds must be obligated by June 30,

2024. Mr. Hites said some projects were under budget or cannot be designed and under contract before the grant deadline, so staff has reviewed the remaining funds and recommends that the items underlined in yellow be purchased and installed before the end of the fiscal years. He said that several of the items can be purchased through these funds and thereby take pressure off the upcoming budget: electric riding lawnmower for the Recreation Department, the repair and capping of the tennis courts, the replacement of the HVAC unit that conditions the ½ of the second floor of the Town Hall and several pump and tank related repairs to the water plant.

Councilmember Dickson said the heat pump and electric lawn mower are eligible for federal tax elective pay. Ms. Hagood said she will look into it. Councilmember Sutton added that the town should get a rebate on those items.

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to approve the ordinance that amends the ARP project ordinance. The motion passed unanimously.

Councilmember Dickson said the battery on them electric mower will last for eight hours.

I. COMMUNICATION FROM STAFF

9. Manager's Report

- Town Manager, Rob Hites

Nothing to report.

10. Town Attorney Report-Revisions to Charter & Code of Ordinances to reflect change in governing body's name

- Town Attorney, Martha Bradley

Town Attorney Bradley reported that Now that the governing board of the Town of Waynesville has changed its name to "Town Council" from "Board of Aldermen," the Town's Charter and Code of Ordinances should be updated to avoid confusion or misinterpretation. Redlined copies of the current ordinance are attached for your review. Revisions to the Town Charter are allowed pursuant to N.C.G.S. § 160A-102. The statute requires the Council to adopt a resolution of intent at the same time as a call for a public hearing to be held after 45 days from the date the resolution is adopted.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to place a resolution of intent and call for hearing to amend the Town's Charter and Code of Ordinance to reflect the governing body's correct title on the agenda for the April 23, 2024 meeting of the Town Council. The motion passed unanimously.

J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Gary Caldwell reported the Sutton property has had no changes but members of the family have pulled permits to begin demolition. Councilmember Sutton said the Cookout has pulled permits for their South Main location.

Councilmemeber Freeman said that April is National Sexual Assault Awareness and National Child Abuse month, so requested that at the next meeting Mayor Caldwell reads those proclamations at the next meeting.

Councilmember Dickson said he will be absent at the next regular meeting because he will be attending the State Energy Conference.

Town Attorney Bradley added that she prepared a lien form for the tax collector so she could register tax liens with the clerk of court. She said this will allow title collectors to easily access information on town properties that have taxes owed.

K. ADJOURN

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to adjourn at 7:11pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk