

**MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL**  
**Regular Meeting**  
**June 10, 2025**

**THE WAYNESVILLE TOWN COUNCIL** held a regular meeting on Tuesday, June 10, 2025, at 6:00pm 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 6:04 pm with the following members present:

Mayor Gary Caldwell  
Mayor Pro Tem 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  
Martha Bradley, Town Attorney  
Candace Poolton, Town Clerk  
Page McCurry, Human Resources Director  
Ian Barrett, Finance Director  
Elizabeth Teague, Development Services Director  
Olga Grooman, Assistant Development Services Director  
Fire Chief Chris Mehaffey  
Assistant Fire Chief Cody Parton  
Darrell Calhoun, Fire Marshall  
Assistant Chief of Police Josh Schick  
Luke Kinsland, Recreation Director  
Ricky Bourne, Public Services Director

Members of the Media:

Paul Nielsen, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Council meeting is June 24th.

**B. PUBLIC COMMENT**

Ellen Pitt, presides over WNC DWI task force- Ms. Pitt thanked Council for funding the Continuous Alcohol Monitoring (CAM) program.

Doug Oliver, CAM provider-Mr. Oliver also thanked Council for funding the CAM program. He said the program has been 99.9% successful.

Linda Sexton- Ms. Sexton stated that she had a traffic study done in October of 2022 on Legion Drive by J.M. Teague Engineering. She said that 93% of those vehicles were going at least five miles per over the speed limit. She said that she received a letter from the town that said Legion Drive is not eligible for speed calming. She suggested that the town installs pedestrian crossing across Legion Drive at Pigeon Street.

#### **C. ADDITIONS OR DELETIONS TO THE AGENDA**

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to add "Annual Renewal of Terms for Board and Commissions Members" to the agenda. The motion passed unanimously.***

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to add "Consideration of a Grant Application to Dogwood Health Trust" to the agenda. 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. Motion to approve the May 27, 2025 Regular Meeting Minutes
  - b. Motion to approve the FY 25 and FY 26 LEL police department budget amendment and the FY 26 Bike Safe budget amendment.
  - c. Motion to approve the parks and recreation budget amendment for the Youth Sports Grant Fund for swim lanes.

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to approve the consent agenda as presented. The motion passed unanimously.***

#### **E. PROCLAMATION**

3. Pride Month Proclamation
  - Mayor Gary Caldwell

Councilmember Anthony Sutton read the proclamation proclaiming June as Pride Month.

#### **F. PUBLIC HEARING**

4. Public Hearing for a Map Amendment (Rezoning) request for the Richland Creek Storage property located at 185/187 West Marshall Street in Waynesville, NC 28786 (PIN 8616-40-9101); from Walnut Street Neighborhood Residential Mixed-Use Overlay (WS-NR MXO) to Russ Avenue Regional Center (RA-RC) district.
  - Olga Grooman, Assistant Planning Director

***A motion was made by Councilmember Freeman, seconded by Councilmember Dickson, to open the public hearing at 6:16pm. The motion passed unanimously.***

Assistant Planning Director Olga Grooman reported that the applicant owns a storage unit business that operates on both 234 W. Marshall Street and the subject property at 185/187 W. Marshall Street, located just to the south. Ms. Grooman said that the upper parcel is 0.59 ac, while the subject property is the largest portion of the business, located on a 3.25-ac parcel. She said that although part of the same business, the properties lie within different zoning districts, with the northern and smaller parcel zoned as Russ Avenue Regional Center (RA-RC), and the southern and larger parcel zoned as Walnut Street Neighborhood Residential Mixed-Use Overlay District (WS-NR-MXO). Ms. Grooman stated that the applicants are seeking to rezone the property at 185/187 W. Marshall Street “to bring the entire site into alignment with its long-standing use as a self-storage facility,” as stated in their application materials. Ms. Grooman reviewed what is currently allowed and what would be allowed with the rezoning. She reported that staff find the rezoning request appropriate. Ms. Grooman reminded Council that any improvements or changes to the property would still have to go before the planning board and be allowed via a special use permit. She reminded Council that any other uses are not necessarily allowed by right due to setbacks, compatibility with other properties, etc.

Ms. Grooman reported that the Planning Board voted 4-2 that the re-zoning is inconsistent with the Land Use Map, but the rezoning is still reasonable and in the public interest because it is consistent with the goals of the Comprehensive Plan, is adjacent to RC zoning, and involves an existing business that the current owners wish to continue and enhance. Therefore, she said the Planning Board recommended approval of the rezoning and simultaneously amend the Future Land Use Map to redesignate the subject property (185/187 W. Marshall Street) as Mixed Use – Regional.

Councilmember Feichter expressed concern that this upzoning would allow potential for a bar to be opened on the property if the current owners were to sell. He said that would bring an increase of noise, traffic, potential drivers under the influence, lighting, and additional signage to an area that is adjacent to the park. Ms. Grooman said that any facility placed there would still have to adhere to other ordinances, such as noise. Councilmember Feichter reminded Council that as it stands, they would need all the property owners’ consent to downzone should this rezoning be approved.

Jae Ralph, Facility Manager- Mr. Ralph stated that he understands Council’s concerns and assured them that a large amount of the storage unit’s customers live at the adjacent apartment complex. He said their business has been successful for forty years and they will continue to grow. He said it wouldn’t be smart to sell given the success of the business. He added that the original owner still holds the deed of trust.

Mitzi Simmons- Ms. Simmons said that she lives next door to the facility and is concerned about the town up-zoning and it negatively impacting the park next door. She said there is a small benefit to the owner, but a big risk to the town.

Councilmember Sutton clarified that the other parcel next door could currently put a restaurant that serves alcohol or a store there now as it is currently zoned. Ms. Grooman added that the park is adjacent to both properties. Councilmember Sutton asked if they could create a new zoning district for this property so that it would allow storage units, but no other uses. Ms. Grooman said they could, but a mixed-use overlay can be complex. Councilmember Feichter expressed concern that a store over 100,000 square feet would be allowed under the re-zoning. Ms. Grooman assured that a facility that size would not fit, and there would be requirements for parking they would be unable to meet.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to close the public hearing at 7:06pm. The motion passed unanimously.***

***A motion was made by Councilmember Freeman, seconded by Councilmember Sutton, to find that the map amendment is consistent with the 2035 Comprehensive Plan and that it is reasonable and in the public interest in that it continues to promote smart growth principles in land use planning and zoning, creates walkable and attractive neighborhoods and commercial centers, encourages infill, mixed-use and context sensitive development and that it creates opportunities for a sustainable economy by promoting the growth of existing local businesses and Waynesville's "maker economy". Councilmembers Dickson, Sutton, and Freeman voted in the affirmative. Councilmember Feichter voted against. The motion passed.***

***A motion was made by Councilmember Freeman, seconded by Councilmember Sutton, to adopt the map amendment as presented. Councilmembers Dickson, Sutton, and Freeman voted in the affirmative. Councilmember Feichter voted against. The motion passed.***

## **G. OLD BUSINESS**

### **5. Approval of amended cashflow loan application.**

- Rob Hites, Town Manager

Town Manager Rob Hites reminded Council that during the last meeting, they adopted a resolution requesting \$1,500,000 from the NC State Treasure as a "Cash Flow Loan", which is a "0%" percent loan for a five (5) year period. Mr. Hites said a certain percentage of the loan must be repaid between year three and five and the Treasurer's office received our request for "Phase 1" funds and granted the Town \$503,482.76. Mr. Hites said that the Town is eligible for \$2,657,300, which is the total estimated Helene related costs. Therefore, he said staff amended the application and resolution to reflect the \$503,482.76 offer at the Treasurer's staff request. Mr. Hites said staff have filled out the initial pre-application to apply for the balance of the loan during "Phase II" of the program.

***A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to approve an application and resolution to borrow \$503,482.76 from the NC State Treasurer for a "cash flow loan". The motion passed unanimously.***

## **H. NEW BUSINESS**

6. Reclassify one budgeted paid Internship position to a part-time Social Worker position.
  - Assistant Chief of Police Josh Schick

Assistant Police Chief Josh Schick reported that after the department hosted a Social Work Intern for the last year and experienced the benefits of having a dedicated Social Worker available to assist the Community Policing Program, the Waynesville Police Department would like to create a part-time Social Worker position. Councilmember Sutton said that \$15 an hour is not enough and suggested \$20 an hour. HR Director Page McCurry agreed and said they proposed \$15 an hour to try to keep the request budget neutral.

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to approve the reclassification of one paid Internship position with an hourly rate of pay of \$15.00 per hour to a part-time Social Worker position with an hourly rate of pay of \$20.00 per hour. The motion passed unanimously.***

7. Budget Amendment for the Parks and Recreation Department
  - Luke Kinsland

Recreation Director Luke Kinsland reported that the Parks and Recreation Department was awarded a grant through the Haywood County TDA for \$75,000 to put towards the Waynesville Park and Recreation 10-year Master Plan. He reminded Council that the Master Plan is expiring in 2027.

Councilmember Dickson said they have learned some things from the last plan, and Mr. Kinsland is hoping to incorporate those improvements into the new plan. Mr. Kinsland said the new plan would consider the topography of the recreational property as well, which would be helpful in planning the placement of future facilities.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the budget amendment for the parks and recreation department. The motion passed unanimously.***

8. Request from Building Inspections to approve the Resolution Authorizing Demolition of 262 Allens Creek Road, PIN 8604-88-2224, and of bid contract to demolish the building.
  - Elizabeth Teague, Planning Director

Planning Director Elizabeth Teague reported that the Development Services Department Building Inspections Division is requesting authorization to proceed with demolition of a dilapidated mobile home at 262 Allens Creek Road. She said that Inspector David Kelley has been working with Attorney Ron Sneed to address the public safety concerns with the structure for many months while following State statutes regarding condemnation and demolition of property. She read Mr. Kelley's statement that the structure has a collapsed wall, has been neglected for years, and the interior floors are rotted through. She added that the property has been unsecured and public safety is a concern. She said there was a public hearing on May 7<sup>th</sup>, and no property owner attended. She said no repairs or demolitions have been made, and no other property owners want to take over ownership. Ms. Teague stated that Mr. Kelley conducted a title search, notified 12 different heirs, and had multiple conversations with members of the family.

Councilmember Sutton pointed out that staff are asking for permission tonight, but they won't demolish the structure until July 6<sup>th</sup> to follow the 60 day post public hearing requirement.

***A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to adopt the Resolution Authorizing Demolition. The motion passed unanimously.***

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the contract to demolish from WCD Demo and Construction. The motion passed unanimously.***

9. Traffic Calming Policy Update
- Assistant Town Manager Jesse Fowler

Assistant Town Manager Jesse Fowler reported that Town staff has completed their work with JM Teague Engineering to amend the Town of Waynesville's existing Traffic Calming Policy. He said the policy was amended to increase the efficiency in which traffic calming requests are processed, while also addressing lessons learned through the implementation of the Town's previous policy. He specified lessons concerning emergency routes, an inventory of artificially low speed limits, and the metrics used to determine traffic calming eligibility. Mr. Fowler said the speed study committee would decide eligibility of speed calming measures based on policy, then bring that recommendation to Council.

Councilmember Feichter pointed out that there are no criteria for what the neighborhood wants regarding a speed study and that scoring is done by technical data points with no subjective criteria. Mr. Fowler said that the updated policy would require 66% is public input and 66% approval of the neighborhood.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to adopt the attached Traffic Calming Policy and supporting documentation. The motion passed unanimously.***

10. Annual renewal of terms for Board and Commissions Members
- Candace Poolton, Town Clerk

Town Clerk Candace Poolton reported that several advisory board and commission members have terms ending on June 30<sup>th</sup>. For those that are eligible, the Town Council must approve the reappointment of individuals interested in serving another term on their respective boards and commissions.

***A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to appoint all renewing applicants to serve another term on their respective boards. The motion passed unanimously.***

11. Consideration of a Grant Application to Dogwood Health Trust
- Councilmember Chuck Dickson

Councilmember Dickson said there is a grant opportunity through the Dogwood Health Trust in the amount of up to \$500,000 due June 27<sup>th</sup>. He said that the Environmental Sustainability Board recommended they apply to put solar panels and battery storage on the public works building so that it could be used as a command and control center during emergencies. He added that the grant calls for collaboration and they are looking into collaborating with the county.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve to apply the grant. The motion passed unanimously.***

## I. COMMUNICATION FROM STAFF

### 12. Manager's Report

- Town Manager, Rob Hites

Town Manager Rob Hites recommend that Council cancel the June 27<sup>th</sup> Council meeting due to a lack of agenda items.

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to cancel the June 27<sup>th</sup> Council meeting due to a lack of agenda items. The motion passed unanimously.***

Mr. Hites announced that the Public Works Department hired a Deputy Director of Operations and a Deputy Director of Administration.

Mrs. Poolton stated that there are two applicants for the Waynesville Housing Authority. Councilmembers Freeman and Dickson volunteered to interview them.

### 13. Town Attorney's Report

- Martha Bradley, Town Attorney

Ms. Bradley had nothing to report.

## J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Councilmember Sutton said that he is a new member of the American Flood Coalition and they will be traveling across the state and D.C. to make sure they get funding for the flood. He added that the NCDOT will be voting on the South Main project and the additional work to Russ Avenue.

## K. ADJOURN

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to adjourn at 7:46pm. The motion passed unanimously.***

ATTEST:

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Gary Caldwell, Mayor

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Robert W. Hites, Jr. Town Manager

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Candace Poolton, Town Clerk