

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
July 28, 2026

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, July 28, 2026, 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 6:02 pm with the following members present:

Mayor Gary Caldwell
Mayor Pro Tempore Chuck Dickson
Councilmember Jon Feichter
Councilmember Julia Boyd

The following staff members were present:

Rick Howell, Interim Town Manager
Page McCurry, Assistant Town Manager & HR Director
Jesse Fowler, Deputy Town Manager
Martha Bradley, Town Attorney
Candace Poolton, Town Clerk/Assistant to the Manager
Laura Yonkers, Deputy Director of Sustainability
Luke Kinsland, Recreation Director
Elizabeth Teague, Development Services Director
Ricky Bourne, Public Services Director
Cody Stiles, Water Treatment Plant Superintendent
Cody Parton, Assistant Fire Chief
Beth Gilmore, DWC Executive Director

The following members of the media were present:

Paul Nielsen, The Mountaineer

Others Present: Quorum of DWC Members-no action taken

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that there will be a Mountain Street Dance this Friday, August 7th, and the next Council meeting will be August 11th.

B. PUBLIC COMMENT

There was no public comment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Dickson, seconded by Councilmember Boyd, to remove item 3. "Firefighter Hiring Recognition", and to approve the agenda as amended. 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 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 June 23rd, 2026 Regular Meeting Minutes
 - b. Motion to call for a Public Hearing for August 25, 2026, to consider a request for annexation for the 0.59-ac property at 1221 Dellwood Road, Waynesville, NC 28786 (PIN 8616-49-2973).
 - c. Motion to accept an amendment to the Town of Waynesville's service agreement with Electronic Office in the amount of \$16,920 annually.
 - d. Motion to appoint Jason Tankersly to the Environmental Sustainability Board
 - e. Motion to renew Forest Steward's Contract to Manage Watershed
 - f. Motion to appoint Luke Knudson to the Historic Preservation Commission
 - g. Motion to approve the Memorandum of Agreement with the North Carolina League of Municipalities, and its subcontractor, The MAPS Group, to conduct a comprehensive Classification and Pay Study for the remaining positions and part-time positions for a total fee of \$22,600.00 plus estimated expenses.
 - h. Motion to approve the revised FY 2026–2027 Parks & Recreation Department Fee Schedule as presented, with an effective date of August 1, 2026.
 - i. Motion to approve the Salamander Scavenger Hunt on Main Street RFP
 - j. Motion to approve the attached addendum to the contract with SAM Managed Geospatial Services
 - k. Motion to approve the budget amendment to move the Waynesville Public Art Commission restricted donations to the new public art commission line.
 - l. Motion to approve the reclassification of the Part-Time Wastewater Treatment Plant Operator position to a Part-Time Laboratory Technician position.
 - m. Motion to approve the contract with Enterprise G, Inc. for the Sanctuary Drive Culvert Replacement and Road Repair Project in the amount of \$240,141.00 and authorize the Town Manager to execute the contract and any associated project documents consistent with the approved budget and applicable procurement requirements.
 - n. Motion to approve the Apple Harvest Special Event Permit

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

E. PRESENTATION

3. Placer.ai report

- Beth Gilmore, Executive Director of the Downtown Waynesville Commission

DWC Executive Director Beth Gilmore presented the first of her quarterly reports on the Placer.ai data for the Main Street District. She explained that most of the visitors are from outside the MSD, and that employment has recovered since COVID. She summarized the data:

- The MSD is not driven by residents
- There is no residential growth in the MSD
- The MSD is attracting less unique outside visitors, but the people visiting are frequently re-visiting, spending an average of \$1.6 million a year.
- MSD is a healthy employment center.

Ms. Gilmore said they have used the data for grant reporting and will be using it to apply for grants. Councilmember Dickson suggested disseminating helpful data to store owners. Ms. Gilmore said they will be adding report data to the MSD monthly newsletter. Councilmember Dickson requested that the Recreation Department presents a Placer report as well.

F. NEW BUSINESS

4. Lead Service Line Inventory Project Funding Acceptance and consultant Selection.

- Laura Yonkers, Deputy Director of Public Works-Sustainability, and Cody Stiles, Water Treatment Plant Superintendent

Deputy Director Laura Yonkers requested approval for the financing of the Town's Lead Service Line inventory project, and that the Town continues its partnership with 120Water to develop and maintain the Town's lead service line inventory, including mapping and database management for lead and galvanized service lines. She explained that the funding supports the Town's compliance with federal Lead and Copper Rule requirements while significantly reducing the financial burden of independently funding the lead service line inventory project.

A motion was made by Councilmember Dickson, seconded by Councilmember Boyd, to approve acceptance of the funding offer from the North Carolina Division of Water Infrastructure through the State Revolving Fund Lead Service Line Replacement Program for the Waynesville Lead Service Line Inventory Project, and authorize the Town Manager to execute all documents necessary to secure and administer the funding as well as continue its partnership with 120Water to provide the predictive modeling, database management, and service line identification services needed to maintain compliance with state and federal Lead and Copper Rule requirements. The motion passed unanimously.

5. Social District Maps and Signs

- Jesse Fowler, Deputy Town Manager

Deputy Manager Jesse Fowler presented mapping and signage for the recently established Social District. He said that following the approval of the map and signage, the Town can begin permitting this social district to exist permanently. Mr. Fowler said the maps will be on the website and the informational kiosks. He said the total cost for all print materials would be \$27,094, with the DWC budget paying for half, and the other half

coming from the Streets Department line item. Councilmember Dickson said it would be more environmentally friendly to have a metal cup that could also be commemorative.

A motion was made by Councilmember Boyd, seconded by Councilmember Feichter, to approve for distribution and installation of the Town's new social district maps, decal signage, and pole mounted signs. The motion passed unanimously.

6. Schedule an interview for ZBA applicant

- Candace Poolton, Town Clerk/Assistant to the Manager/PIO

Councilmembers Dickson and Boyd agreed to interview the ZBA applicant, Kenneth Dambrosio.

G. COMMUNICATION FROM STAFF

7. Manager's Report

- Interim Town Manager, Rick Howell

Interim Town Manager Rick Howell thanked staff and Council. He commended Public Works staff with the work they've done with the Wastewater Treatment Plant projects. He said he will be investigating additional funding opportunities to help with Waynesville's resiliency. He said that Council will have some expenditures coming when they implement their Fat, Oil, and Grease (FOG) program. Mr. Howell also thanked Ian and his staff because they got the audit submitted on time, which can be a challenge. He warned Council that Rocky Mount's restriction of the ability for municipalities to transfer any money from Gas or Electric funds to General fund could extend state-wide. Mr. Howell announced that Development Services Director Elizabeth Teague is retiring August 19th and that Olga Grooman will serve as Interim Director until after interviews are conducted.

8. Town Attorney's Report

- Town Attorney, Martha Bradley

Nothing to report.

H. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Councilmember Boyd expressed appreciation for Assistant Town Manager Page McCurry for stepping in as interim manager.

I. ADJOURN

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to adjourn at 6:50pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Page McCurry, Interim Town Manager

Candace Poolton, Town Clerk