

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN

Regular Meeting

April 13, 2021

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday, April 13, 2021 at 6:00 p.m. 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 6:05 pm with the following members present:

Mayor Gary Caldwell
Alderman Anthony Sutton
Alderman Jon Feichter
Alderman Chuck Dickson

The following members were Absent:

Mayor Pro tem Julia Freeman

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Town Attorney William E Cannon, Jr.
Elizabeth Teague, Development Services Director
Jeff Stines, Public Services Director
Lt. Brandon Gilmore
Lt. Chris Chandler
Joey Webb, Fire Chief
David Adams, Police Chief
Autumn Lyvers, Finance Director
Rhett Langston, Parks and Recreation Director
Kathy Johnson, Deputy Clerk
Police Department Staff
Fire Department Staff

The following media representatives were present:

Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and reminded the board about the upcoming Litter pick up on Saturday April 24, 2021. He said if anyone had any questions to contact Jon Feichter.

B. PUBLIC COMMENT

Town Attorney William E Cannon, Jr. asked if anyone had public comment.

ERICH OVERHULTZ
26 DAVIS LANE
WAYNESVILLE, NC 28786

Mr. Overhultz thanked Mayor Caldwell, Alderman Dickson, and Alderman Feichter and Chief Adams for their assistance in Saving Haywood litter and debris pick up. He discussed the scope of the litter problem. He asked the town for a point person from the town to press the state DOT to clarify the plans as to which buildings were going to be remaining. He stated the citizens would like an update.

PEGGY HANNAH
268 HEMLOCK STREET
WAYNESVILLE, NC 28786

Ms. Hannah thanked the Board members on behalf of Saving Haywood for their assistance with the litter pick in west Waynesville. She spoke on the new litter fines and asked if the funds could go into a special fund for the police. She made comment on the lack of meetings with Task Force on Homelessness.

Town Manager Rob Hites answered by saying the State requires the funds from the fines to go into a fund for the North Carolina Board of Education.

Mayor Caldwell introduced the New Executive Director of Folk Moot, Glenn Fields. Mr. Fields thanked the Board for the consideration of the application.

C. CONSENT AGENDA

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton, to approve the minutes from the March 23, 2021 regular meeting as presented. The motion carried unanimously.

Call for public hearing to discuss incentives for the expansion of industry

- Rob Hites, Town Manager

Town Manager Rob Hites stated that he would like to recommend to the Board to add a call for public hearing for the April 27th meeting seeking public comment on the Downtown Service District.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to call for a Public Hearing to be held on Tuesday April 27, 2021 at 6:00 pm or as closely thereafter as possible in the Town Hall Board room located at 9 South Main Street Waynesville to discuss incentives intended for the expansion of industry. The motion carried unanimously.

Approval of Special Events Permits

- Jesse Fowler, Assistant Town Manager

Assistant Town manager Jesse Fowler presented to the Board changes on the special events permits application. Folkmoot will be changing from July 23rd to July 24th. International day changed from July 24th to July 25th. Mr. Fowler recommends approving the special events applications although some may be cancelled due to Covid.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to approve all special events as amended. The motion carried unanimously.

D. RESOLUTIONS & PROCLAMATIONS

2. Resolution adopting and Observing April 21, 2021 as Administrative Professionals Day.
 - Mayor, Gary Caldwell

Mayor Caldwell presented a resolution which would adopt April 21, 2021 as “administrative Professionals Day”. Which is a day set aside to appreciate the work that all of the Towns administrative Professionals do in support of the Town of Waynesville, Waynesville citizens and those that wish to visit.

A motion was made by Alderman Anthony Sutton, seconded by Chuck Dickson that April 21, 2021 be adopted and observed by the Town of Waynesville as “Administrative Professionals Day”, and that the Town of Waynesville use this day to recognize all of its Administrative Professionals for their proud, dedicated, and professional service to the Town of Waynesville, its citizens and visitors. The motion carried unanimously.

C. PRESENTATIONS

3. Recognition of fallen Town of Waynesville K-9 Officer, Valor
 - Lieutenant Brandon Gilmore

Lieutenant Brandon Gilmore gave an emotional dedication and presented Sargent Benhart with a shadow box in honor of K-9 Valor who died from cancer in October 2019. Lieutenant Gilmore shared stories with the Board and presented a plaque in honor of K-9 Valor which will be hung in the Police department.

4. Recognition of promotions and new hires within the Waynesville Fire Department
 - Joey Webb, Fire Chief

Fire Chief Joey Webb thanked the Board for the approved positions added to the Fire Department. He said the application and hiring process were complete and Captain Darrell Calhoun was promoted to the Fire Marshal position. Cody Parton promoted to Captains position. Part-time Engineer Jonathan Brooks was promoted to Full-time Engineer. Fire Chief Webb congratulated the firefighters for their accomplishments and welcomed them to their new roles.

Mayor Caldwell stated on behalf of the Board of Alderman, he expressed appreciation to the Fire Department.

5. Consideration to extend the powers of code enforcement and nuisance enforcement into the Extraterritorial Jurisdiction of the town of Waynesville.
 - Alan Sheinfeld

Mr. Sheinfeld (152 Bobwhite Loop) thanked the Board for allowing him to speak. He expressed that he was at the meeting to ask the Board to Amend the ordinance to expand jurisdiction of the ETJ. He stated he had neighbors that were of concern to him due to wooden pallets and barrels and junk vehicles that were being piled up on the property. He stated that he has made many phone calls to the Town and County over this issue. He feels the items piling up on the private property is offensive.

Manager Hites said code enforcement is to be carried out inside the city limits and he recommends this item be deferred to Ms. Teague and the Town attorney.

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to have Development Services look into the possibility of extending the Towns Authority. The motion carried unanimously.

6. Discussion of Financing Alternatives for Municipalities

- Rob Hites, Town Manager
- Bob Jessup, Bond Attorney with Sanford & Holshouser

Manager Hites introduced Bond Attorney Bob Jessup with Sanford, Holshouser at the request of Alderman Dickson to discuss the borrowing instruments available to municipalities. Mr. Jessup discussed the various types of borrowing and the best borrowing instruments to use in today's lending environment. The Town has several large-ticket items on its list of capital needs. Mr. Jessup went into detail on how the Town could benefit on bundling the hazelwood Fire station, a new ladder truck, pumper, and affordable housing fund to a single borrow.

E. NEW BUSINESS

7. Board approval of a site plan to be submitted for a Parks and Recreation Trust Fund (PARTF) Grant.

- Elizabeth Teague, Development Services Director

Ms. Teague updated the Board on a Parks and Recreation Trust Fund application that the Town is finalizing for a grant to help with construction of the greenway bridge, greenway, and new recreational facilities on the property the Town purchased in 2017. The Parks and Recreation Department initiated a public input session on March 25 and conducted a survey to see what the residents and park users would like to have as part of park development. The plan includes more picnic tables and exercise equipment along the trails.

Ms. Teague explained the PARTF grant requires a fifty percent match from the town. With a \$450,000 project price and asking for \$230,000 in grant funding. If the PARTF application is successful, this would leave an estimated \$230,000 that the town would need to commit to. With \$119,000 donated by private individuals, that would leave the Town with an estimated balance of \$110,000.

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to approve the Parks and Recreation Trust Fund site plan as presented. The motion carried unanimously.

8. Capital budget request to replace the Development Services Plotter.

- Elizabeth Teague, Development Services Director

Ms. Teague presented the Board with a request to replace Development Services Plotter. Sharp has agreed to purchase and remove the old plotter. Ms. Teague said the new Plotter would be much cheaper to maintain than the current Plotter.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson to approve capital purchase of HP Z 6600 Plotter with and HPZ6dr. The motion carried unanimously.

9. Request to fund the purchase of BOLA Wraps- Less than lethal force

- David Adams, Police Chief

Police Chief David Adams asked the Board to approve the BOLA Wraps. He explained that compared to tasers the BOLA Wraps were more cost effective and safer for the officers as well as the arrestees. The cost would be approximately \$40,000 to equip all the officers and training would be free with purchase.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter to approve budget amendment No. 0-07-21. The motion carried unanimously.

10. Request to upgrade Town IT and Computer Systems

- Jesse Fowler, Assistant Town Manager

Mr. Fowler explained to the Board a couple of years ago, Electronic office came in and replaced a few computers and upgraded the operating system and hardware. At the time of the upgrade it was determined that it was going to be too expensive to upgrade the entire system. He is asking the Board to approve a new budget account to accommodate the IT infrastructure improvement plan, as well as approve a budget transfer of \$25,000 from Administration's Professional Services account to the new account (Data Processing Supplies). This would pay for the first two phases of the desktop computer replacement throughout the town.

Alderman Anthony Sutton expressed concern of the age of the servers and recommended a complete upgrade of the system. He feels it is a security risk and they need to be replaced immediately.

Mr. Fowler stated to upgrade the entire system would be roughly \$95,000.

Consensus of the Board was to replace the necessary workstations and servers.

Finance Director Autumn Lyvers stated the funds for the necessary upgrades were in the budget to make the purchase. She would like to make a budget amendment at the next meeting to take it out of fund balance. She asked that it be placed on the Consent agenda for the next meeting.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter to approve the purchase of the necessary workstations and servers. The motion carried unanimously.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to approve the creation of the Data Processing Supplies account (104120-532930) and a budget transfer of \$25,000 from Professional services account (104120-521990) to Data Processing Supplies (104120-532930). The motion carried unanimously.

11. Request of Board approval to purchase Kruger Hydro-Tech Disc-Filter System for the Waste Water Treatment Plant

- Jeff Stines, Public Services Director

Public Services Director Jeff Stines explained to the Board that with the new Waste Water Treatment Plant upgrades comes with changing the primary treatment system. It is the recommendation of McGill and Associates to have the BOA approve (per NCGS 133-3) proposed Kruger- Hydro-tech Disc-filer System.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter to approve the Kruger Hydro-Tech Disc-Filter for the required AOC plan submittal (April 15, 2021) that has been recommended by McGill and Associates for the WWTP upgrades. The motion carried unanimously.

F. COMMUNICATIONS FROM STAFF

12. Manager's Report

- Town Manager Rob Hites

Mr. Hites gave the Board an update on the Sewer plant. The completed construction drawings are due to be submitted to DENR next week. Once they have reviewed, approved, and returned, hopefully by July or August the project can be sent out to bid.

The Queen property lien issues have finally been cleared with the heirs. The money is in place and potentially going to close that this week and move forward to build our next phase of the trail. Mr. Hites said there is a verbal agreement on the existing right of way and moving the trail along the creek. The only expenditure of funds would be to move the fence.

He has been in contact with the engineer on the main street pigeon street project and she said it is due to be included in the next paving contract. Mr. Hites said that the Town is going to lower a section of the line before they come to pave it. He has asked to meet with the engineer as well as the district engineer to work out the details. After the meeting he would be able to give an update.

Mayor feels south main should be priority over Russ avenue. Board agrees.

Mr. Hites announced next weekend Saturday 24th 100 national guardsmen will be doing PE training on the track at the Recreation Center.

Mr. Hites updated the Board on the American rescue plan and said that the Town has been unofficially granted 2.9 million dollars. These funds will be issued in two allotments. The first half will be received sixty days from March 11th. The balance will be paid a year later. It is a recovery fund and has to be spend by the summer of 2024. He stated the funds are not allowed to be parked in an account.

There was much discussion between Mr. Hites and the Board Members on the funds. He recommended a special called meeting to discuss potential ideas on spending and distributing funds.

Consensus of the Board was to discuss this further when Alderman Julia Freeman is present.

13. Town Attorney Report

- William Cannon, Town Attorney

Mr. Cannon advised the Board that there were regulations on federal funds and to keep that in mind when distributing funds.

Mr. Cannon updated the Board on the Hazel street property. He said that he had recently received the judgement from the court which means the property can now be sold. He stated he has a list of people that are interested in the property and he feels that it should be easy to sale.

G. COMMUNICATIONS FROM THE MAYOR AND BOARD

14. Discussion on possible actions to curb littering within the Town and revisions to §44-5 of the Town of Waynesville Code of Ordinances.

- Alderman Jon Feichter

Alderman Feichter feels the fines for littering is too low. He said a provision should be added (if allowed by state statute).

Alderman Feichter gave several suggested approaches to the problem. He suggests to substantially increase the amount of the fine and add a community service requirement (to be spent picking up litter if feasible) in lieu of payment of the fine. Place “No Littering” signs throughout town with information about the penalties that violators would be subject to. Conduct educational and marketing campaigns that will inform citizens as well as visitors that littering will not be tolerated. The campaigns should include a telephone number that community members can call to notify staff of problem areas.

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to ask staff to look into the issues and see what the options are to revise the Ordinance. The motion carried unanimously.

I. ADJOURN

With no further business, a motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to adjourn the meeting at 8:31 pm. The motion carried unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Town Manager

Kathy Johnson, Deputy Clerk