

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
Regular Meeting
February 8, 2022

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday February 8, 2022, 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 6:05 pm with the following members present:

Mayor Gary Caldwell
Mayor Pro Tem Julia Freeman
Alderman Jon Feichter
Alderman Chuck Dickson
Alderman Anthony Sutton

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Eddie Ward, Town Clerk
Martha Bradley, Town Attorney
David Adams, Police Chief
Police Department Officers
Jeff Stines, Public Services Director
Fire Chief Joey Webb
Assistant Fire Chief Chris Mehaffey
Misty Hagood, Finance Director
Beth Gilmore, Downtown Director

The following media representative was present:

Becky Johnson, Mountaineer
Cory Valliancort, Smoky Mountain News

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone to the meeting and reminded everyone of the Polar Plunge, sponsored by Haywood Waterways benefitting the “Kids in the Creek” program, on Saturday February 12, 2022.

B. PRESENTATION

3. The Chief's Award granted to Lt. Christopher Chandler and The Life Saving Award granted to Det. Samuel Holland

- Chief David Adams

Waynesville Police Chief David Adams presented Detective Sam Holland with a Life Saving Award and Sr. Lieutenant Chris Chandler with the Chief's Award for their demonstration and restraint in the incident on January 24, 2022. He said both Officers far exceeded expectations, and that without their actions on that day, there would have been a death resulting from the altercation. Chief Adams gave praise to both for their actions, and lives being saved.

Alderman Jon Feichter said that there were several people interested in the Solar Power proposal, and he realizes that this is a complicated issue. He said there is a vast pool of knowledge in Waynesville from the Town's Electrical Department, solar power providers, and residents of Waynesville. To get the best chance to craft the solar power program, Alderman Feichter suggested a meeting with all the stakeholders and anyone who is interested in the issue to attend a meeting on February 21st at 5:30 pm in the training room of Public Works. The purpose of the meeting will be to begin work on the proposal that can be brought to the Board for further action.

A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton, to convene a Special Called meeting at the Public Services training room on February 21, 2022, beginning at 5:30 pm to consider the issue of solar power development in Waynesville. The motion cleared unanimously.

B. PUBLIC COMMENT

The following people made comments concerning the solar power issue:

**Steve Lloyd
Edward Wright
Michael Boss
Susan Williams
Betsy Wall**

**Steve Wall
Ginger Hain
William Hite
Mary Alice Lodico
Michael Lodico**

John Culp

C. CONSENT AGENDA

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

- Adoption of minutes of the February 8, 2022, regular meeting
- Special Event Application Gateway to the Smokies Half Marathon
- Special Event Application - Whole Bloomin Thing

A motion was made by Alderwoman Julia Freeman, seconded by Alderman Chuck Dickson, to approve the Consent Agenda as presented. The motion passed unanimously.

D. PROCLAMATION

4. Developmental Disability Awareness Month

- Mayor Gary Caldwell

Mayor Caldwell read a Proclamation for Developmental Disability Awareness Month and Mr. Raheed Saunders, Vice President of Abound Health accepted the Proclamation.

E. PRESENTATION

5. Waynesville Fire Department Annual Report

- Assistant Fire Chief Chris Mehaffey

Assistant Fire Chief Chris Mehaffey presented the annual report for the Waynesville Fire Department. He pointed out some accomplishments including the purchase of land for the new fire station 3 which will add personnel and equipment that is needed on the west end of Town. A new position of Fire Marshall was added which had been discussed and needed for a long time. The addition of two part-time positions has made a great impact at the station.

The call over-lap volume has increased from 28% to 30% which means that anytime there is a call, 30% of the time the firemen are already on another call. Those statistics mean that the Fire Department needs additional trucks and personnel, especially with all the development that is coming down the pipeline.

F. NEW BUSINESS

6. No Parking Signs – Hyatt Street, Rock Street and Overbrook Street

- Jeff Stines, Public Services Director

Mr. Jeff Stines told the Board that Public Services and Development Services have received several complaints from concerned citizens regarding on-street parking on Hyatt Street, Rock Street and Overbrook Street. Mr. Stines said he would like to place no parking signs on these streets.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson , to approve the installation of “No On-Street Parking” signs on Hyatt Street, Rock Street and Overbrook Street. The motion passed unanimously.

Mayor Caldwell asked Mr. Stines if the Public Services could help with moving the new sign in the Cemetery. Mr. Stines agreed.

7. Haywood Waterways Donation Towards "The Plunge Benefitting the Kids"
 - Jesse Fowler, Assistant Town Manager

Assistant Manager Fowler said that the Haywood Waterways Association is hosting their annual Plunge Benefitting the Kids this month on February 12th, and they have asked that the Board of Alderman donate \$500 dollars towards the event. The Board of Aldermen has donated in support of "The Plunge" in recent years. All money raised for this event goes to support Haywood Waterways Kids in the Creek program which is an educational program serving roughly 500 of kids every year. This program teaches kids about the importance of water and clean water in Haywood County.

Alderwoman Julia Freeman said she would like to raise the amount to \$750.00 to donate towards this event.

A motion was made by Alderwoman Julia Freeman, seconded by Alderman Anthony Sutton , to approve \$750.00 from Special Appropriations: Donations and Contributions, for a donation to Haywood Waterways "The Plunge Benefitting the Kids." The motion passed unanimously.

8. Capital Project: Obama-King Park Grading and Site Preparation
 - Jesse Fowler, Assistant Town Manager

Assistant Manager Fowler explain that the staff had received a conceptual site plan to grade the eastern section of Obama-King Park to open green space and prepare the site for a public restroom. The preliminary cost estimate is \$117,188.00 for this to be completed privately. The Public Services Department has reviewed this proposal, and they have found that they can perform all the work that is required, which will lower the cost of the project to approximately \$60,000.00.

The grading will include a large portion of the property to open extra green space and the construction of a retaining wall in preparation for the construction of a restroom. This construction will require formal bidding process and will be based on the designs used for the restrooms located along Miller Street.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Jon Feichter, to being site grading and construction of a retaining wall at Obama-King Park. The motion passed unanimously.

9. Capital Project: Miller Street Pavilion

- Jesse Fowler, Assistant Town Manager

This project was brought up about a year ago, and Assistant Manager Fowler said that staff had received the preliminary cost estimate for the construction of a pavilion located at the Music Men Mini Park at the intersection of North Main Street and Miller Street. The plan includes elevating the ground and inserting a pavilion for public use on the property. After doing research, buying a gazebo wasn't feasible because of the requirement of 2 – 4-hour fire treated lumber, and metal structures need to be treated so they are fire-proof. An Engineer worked with the Building Inspectors to design a structure to comply with the Town's Building Codes. The estimate for the site preparation and construction is \$81,480.00 and would be put out for a formal bid as a turn-key project.

Alderman Chuck Dickson commented that he was hoping that the Downtown Waynesville Advisory Committee to look at this in connection with the Downtown Streetscape plan that was completed in 2019 by Thomas Woltz Landscape Architect. He said he felt that this is a good project for them to look at, but he wants to make sure this a priority of the folks who live and work in Waynesville.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to begin the bidding process to construct a pavilion at the Miller Street Mini Park. The motion passed unanimously.

Mayor Caldwell stated that \$21,156.00 from one cell tower, and \$21,791.00 from a second cell tower. Manager Rob Hites said that a budget amendment from the General Fund to the Capital Project would be needed to fund the project.

10. Capital Project: Pavilion at Vance Street Skate Park

- Jesse Fowler, Assistant Town Manager

Assistant Manager Fowler said this project involves building a pavilion at the Vance Street Skate Park. It would replicate the existing at the Obama-King Park, and the engineered design used for that project will be used for the bid process. The estimated cost for this project is \$54,960.00 and will be bid out as a turn-key project.

Manager Hites asked the Board if they would like an informal quote for down lighting at the park. He said other areas of the parks are lit, and if this park has lighting, it could close at the same time the other parks in Town close. A quote can be obtained, and the Board can consider it at a later meeting.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to begin the bidding process to construct a pavilion at the Vance Street Skate Park. The motion passed unanimously.

Mayor Caldwell asked for a 10-minute break at 6:56 pm.
The meeting reconvened at 7:04 pm.

11. Selection of the Downtown Waynesville Advisory Committee

- Jesse Fowler, Assistant Town Manager

Assistant Manager Fowler said 21 applications had been received for the Downtown Waynesville Advisory Committee. There are three demographics to be chosen including Owners/Residents downtown, Merchants downtown, and at-large members. He explained the ballot process for choosing these applicants. There will be 13 members, including a Board member, and a Haywood County member.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to appoint the following selected applicants to the Downtown Waynesville Advisory Committee:

At-Large Members:

Ashley Rice – Term expires 06-30-22

Jay Spiro – Term expires 06-30-23

Alex McKay – Term expires 06-30-24

Owner/Resident Members

Courtney Tetrault – Term expires 06-30-23

Thomas Woltz – Term expires 06-30-23

Jeremiah Smith – Term expires 06-30-24

Pratik Shah – Term expires 06-30-24

Merchant

Susan Blumer – Term expires 06-30-22

Joyce Massie – Term expires 06-30-22

Robert Williams – Term expires 06-30-23

Jessica Garrick – Term expires 06-30-24

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson to appoint Jon Feichter as Town Representative. The motion carried unanimously.

Manager Hites suggested that letters be sent to each member with a choice of meeting dates for the first meeting.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to appoint Mr. David Francis as County Representative to the Downtown Waynesville Advisory Committee. The motion passed unanimously.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to table the selection of the Chairman until the Committee meets and decides. The motion passed unanimously.

12. Budget Amendment for Downtown Waynesville Advisory Committee

- Misty Hagood, Finance Director

Finance Director Misty Hagood asked for approval of Ordinance No. O-02-22 Amendment to move the MSA taxes the Town receives from Special Appropriations – Taxes transferred to DWA to the newly created Downtown Waynesville Advisory Commission.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to approve Ordinance No. O-02-22, Amendment No. 15 in the amount of \$122,568 for the Downtown Waynesville Advisory Committee. The motion passed unanimously.

13. Approve nominations for 1% TDA committee

- Rob Hites, Town Manager

Manager Hites told the Board he had received a request from Ms. Lynn Collins, Executive Director of the TDA, for new appointees to the TDA 1% Zip Code Subcommittee.

A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to recommend Mr. Pratik Shah, Ms. Coleen Davis, and Alderman Jon Feichter to the Board of Commissioners of Haywood County for the TDA 1% Zip Code Subcommittee. The motion passed unanimously.

G. COMMUNICATION FROM STAFF

Manager's Report

- Rob Hites, Town Manager

Review and approve bids for Pigeon Street Utility Improvements

Manager Hites stated that the Town had received a low bid of \$398,500.00 from J. P. Howard Plumbing Company which is much lower than the amount quoted by Mattern Craig. He said the engineer had looked at the bid and the unit costs and recommends awarding the Pigeon Street utility contract to J. P. Howard Plumbing Co. The project is probably going to start in March or April.

Alderman Feichter asked about the progress on Chelsea Street Bridge. Manager Hites said the first set of core foundations and forms for the second set on the Chelsea Road side and working on the foundations for the other side of the bridge.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to award the contract for \$398,500.00 for the Pigeon Street Utility project to J. P. Howard Plumbing Company. The motion passed unanimously.

Town Attorney Report

- Martha Bradley, Town Attorney

Town Attorney Martha Bradley said she had reviewed the contract for Carolina Technologies for the Board Room Audio Visual equipment, and everything was in order and had been signed with an authorization to proceed.

H. COMMUNICATIONS FROM THE MAYOR AND BOARD

Alderman Dickson stated he had conversations with David Francis from Haywood County concerning an area between the Historic Courthouse and the Justice Center. The original plans for that area was for it to be an amphitheater. He said the Mr. Francis would like for Haywood County, in cooperation with the Town of Waynesville, to apply for a grant from the TDA 1% Committee to design an amphitheater for that area.

Alderman Dickson brought up that in the upcoming retreat, he would like to dedicate part of the session to visionary to look into the future and what we would want the Town to look like.

He discussed a quarterly newsletter that could be printed on the back of the utility bills. He proposed to allocate \$2200.00 for the March and June letters from the Advertising fund.

A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton, to allocate \$2200.00 from the Advertising Fund for March and June newsletters to be printed on the back of utility bills. The motion passed unanimously.

There was discussion concerning the dates for the Winter Board Retreat. Manager Hites suggested 1 full day and 1 half day for the reports and visionary. The dates will be decided at the next meeting.

I. ADJOURN

With no further business, a motion was made by Alderwoman Julia Freeman, seconded by Alderman Chuck Dickson, to adjourn the meeting at 7:51 pm. The motion carried unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Eddie Ward, Town Clerk