

AGENDA
REGULAR MEETING
BOARD OF ALDERMEN
TOWN OF WAYNESVILLE
TOWN HALL – 9 SOUTH MAIN STREET
NOVEMBER 10, 2009
TUESDAY – 7:00 P.M.

The Board of Aldermen held a regular meeting on Tuesday, November 10, 2009. Members present were Mayor Gavin Brown, Aldermen Gary Caldwell, Libba Feichter, J. Wells Greeley and LeRoy Roberson. Also present were Town Manager A. Lee Galloway, Town Clerk Phyllis McClure, Assistant Town Manager Alison Melnikova and Town Attorney Woodrow Griffin. Mayor Brown called the meeting to order at 7:00 p.m.

Approval of Minutes of October 13, 2009

Alderman Roberson moved, seconded by Alderman Feichter, to approve the minutes of the October 13, 2009 meeting as presented. The motion carried unanimously.

Sidewalk Agreement North Carolina Department of Transportation North Main Street

The Town of Waynesville approached the North Carolina Department of Transportation about the deteriorated condition of the asphalt, curb and gutter and sidewalk in front of the BB&T Building on North Main Street. BB&T is in the process of doing some extensive renovations to the grounds and building they own at 370 North Main.

As a part of that project, BB&T approached the Town about the street, curb and gutter and sidewalks, hoping that those could be improved at the same time. The Town of Waynesville, through Public Works Director Fred Baker, had already been in communications with the NC DOT about the asphalt and curbing, so there was no question that the improvements were needed.

DOT District Engineer Joel Setzer met with Mr. Baker and indicated that NCDOT had some funds available for sidewalk projects, so there were some negotiations over the funding of this project. In the end, the Town is contributing some money toward the curb and gutter and NCDOT is contributing a maximum of \$11,500 for sidewalk engineering and construction. Waynesville is grateful to the DOT for their cooperation on making this project become a reality. This project will include a sidewalk, 275' in length and 5' in width, from Howell Street to Badcock Furniture along North Main Street.

Alderman Caldwell moved, seconded by Alderman Greeley, to approve the agreement with the North Carolina Department of Transportation regarding the construction of sidewalks on North Main Street. The motion carried unanimously. (Cont. No. 15-09)

Agreement With N. C. Department of Transportation Howell Mill Road Right-of-Way

When the North Carolina Department of Transportation was planning the design for improvements to Howell Mill Road, they were forced to take a portion of Town of Waynesville property along the south side of that road. This land is west of the Town's Recreation Center.

When the Town secured this property in the late 1960s or early 1970s, federal grant funds from the Land and Water Conservation Fund were used. There are special rules regarding those funds, and a community receiving a LWCF grant agrees that if the land or outdoor facilities are ever sold or converted to another use, the community agrees to replace the land or outdoor facilities with other land or outdoor facilities. Manager Galloway said during his career, he has dealt with this on two other occasions.

NC Department of Transportation, in taking a portion of the Town's property, must replace that property. They cannot simply pay the Town the fair market value, but must find property of a similar nature or value that can be put to use in other recreational purposes. Over the past 12 to 18 months, town staff has worked with the State DOT's engineers, Ko and Associates, on various properties near the recreation tracts. Several were tracts that town staff hoped could be used to extend the Richland Creek Greenway. But each one of those had certain challenges that the State did not feel comfortable with – developing in a potentially contaminated area or developing in what is a flood way. In a few other cases, there were pieces that were, for all practical purposes, useless to the Town for any purpose.

This item was delayed in order to research the issue further. No action was taken.

Resolution Declaration of Official Intent to Reimburse

At the present time, the Town is in the process of soliciting bids on several pieces of equipment. These include five police cruisers, three detective vehicles, a small track-hoe for the water and sewer maintenance and a sewer pressure washing truck. The combined, estimated cost of this equipment is \$414,800.

Finance Director Eddie Caldwell is soliciting proposals from various financial institutions to provide quotes on interest rates on financing these capital items, and award of these bids is scheduled for the next Town Board meeting. Town staff would like to proceed with ordering and securing some of these items, but in order to pay for these out of the loan proceeds, it is necessary that the Town Board adopt a Resolution declaring that the Official Intent of the Town is to Reimburse the price from the loan proceeds.

Alderman Feichter moved, seconded by Alderman Greeley, to adopt a resolution of intent of the Town to reimburse the price from the loan proceeds. The motion carried unanimously. (Res. No. 14-09)

Adoption of Updated Records Retention and Disposition Schedule

Town Clerk Phyllis McClure informed the Board that the State has adopted a new Records Retention

and Disposition Schedule in terms of disposing of records. The Records Retention and Disposition Schedule, as approved by the Department of Cultural Resources, has been followed by town staff for a number of years. Ms. McClure said this revised schedule contains a considerable amount of information and several updated changes, including the addition of a section regarding electronic records and digital imaging. In order to implement these changes, the Board would need to adopt the updated schedule.

Town Clerk McClure said minutes of the Board of Aldermen meetings from 1923 through 1966 are on microfilm in Raleigh in the Department of Cultural Resources. She requested permission to temporarily release custody of the Minute Books from 1966 through 2008 so that they may also be microfilmed. Jeff Futch, local representative with the Department of Cultural Resources, has offered to take the books to Raleigh in late-November and return them to Asheville in mid-December. At a later time Ms. McClure will return to the Board to request permission to release custody of the Minute Books from the Town of Hazelwood for microfilming.

Alderman Greeley moved, seconded by Alderman Feichter, to adopt the Updated Records Retention and Disposition Schedule and authorize the release of custody of the Minute Books dated 1966 to 2008 for microfilming in Raleigh. The motion carried unanimously.

Electric Charges

Manager Galloway said Senate Bill 3 regarding the charge for purchase of renewable energy takes effect January 1, 2010. Progress Energy currently charges their customers for this. The following numbers are the figures calculated on a monthly basis and show the rate proposed by the Town, the rate Progress is currently charging their own customers and what they will be charging their customers beginning December 1, 2009.

	<u>Town Proposed</u>	<u>Progress - Current</u>	<u>Progress - 12/1/2009</u>
Residential	\$.53	\$.36	\$.56
Commercial	\$ 2.67	\$ 1.82	\$ 2.78
Industrial	\$26.80	\$18.24	\$27.82

These rates will begin with the December billings which will be shown on January billings. Manager Galloway said a short message will appear at the bottom of utility bills. Information will also be included in the January newsletter and on the Town's web site.

Alderman Greeley moved, seconded by Alderman Feichter, to amend the budget to set the rates for renewables as presented. The motion carried unanimously.

Community Food Drive

Manager Galloway reported that Town of Waynesville employees are participating in a community food drive. There are several times when non-perishable food items will be collected to help fill the pantry at Haywood Christian Ministry. Food can also be dropped off at all town buildings. Employees are dedicating their personal time for this food drive. Dean Trader, Assistant Finance

Officer, contacted Hazelwood Elementary School and the students are competing to win a day's outing at the Recreation Center. Food will be collected during the Waynesville Christmas Parade, on Fridays in November at the drive thru at the Municipal Building and other Main Street events throughout the holiday season.

Wall Street

Alderman Roberson said someone approached him and said that Wall Street has a lot of things that could be cleaned up. Town Manager Galloway will look into this matter.

Suggestion Regarding Mulch When Trees are Cut

Alderman Roberson suggested that the Town consider chipping and distributing the mulch in areas where the trees are cut.

Manager Galloway reported that this past weekend town staff sold approximately 150 loads of mulch from the Town's landfill for \$10 per load.

Land Development Standards Review

Manager Galloway said the next Land Development Standards Review meeting will be held on November 11 from 7:30 a. m. until 9:00 a. m. Craig Lewis, the consultant regarding this review, will be present at this meeting. Mayor Brown said it is important to keep an open mind to suggestions that will come from these meetings. Alderman Feichter said she had a conversation with Steve Kaufman, one of the individuals reviewing the document, and she felt good about the dialogue regarding this review.

Manager Galloway said there are currently twenty-nine zoning districts and one of the recommendations is that the number of districts be reduced. Alderman Feichter added that it is important to keep in mind that when this document was adopted, the Town was "plowing new ground" and sometimes it is difficult when you are starting from scratch with projects such as the Land Development Standards.

Adjournment

It was the consensus of the Board to adjourn the meeting at 7:52 p.m.

Phyllis R. McClure
Town Clerk

Gavin A. Brown
Mayor