

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN  
REGULAR SESSION MEETING  
FEBRUARY 26, 2013**

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**THE WAYNESVILLE BOARD OF ALDERMEN** held its regular meeting on Tuesday February 26, 2012 at 7:00 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

**A. CALL TO ORDER**

Mayor Brown called the meeting to order at 7:00 p.m. with the following members present:

Mayor Gavin A Brown  
Alderman Gary Caldwell  
Alderman Julia Freeman  
Alderman Wells Greeley  
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager  
Woodrow Griffin, Town Attorney  
Julie Grasty, Purchasing Agent  
James Robertson, Tax Collector  
Eddie Ward, Administrative Assistant

Representing the media:

Mary Ann Enloe, The Mountaineer

1. Welcome/Calendar/Announcements

Town Manager Marcy Onieal welcomed everyone and mentioned several upcoming events, including a Complete Streets workshop March 20 - 21 and Strategic Planning for Elected Official's workshop being held March 7, in Asheville. Also the NCLM Town Hall Day is Wednesday March 27 and there is a series of Med West Focus Group sessions being held March 6 – 9 at different locations. There is a copy of the invitation in the agenda packets. She hopes someone can attend these events.

Mayor Brown said Haywood Community College is having their Professional Arts & Crafts Instructional Facility open house on March 1, 2013

2. Minutes of February 12, 2013

***Alderman Caldwell made a motion, seconded by Alderman Roberson, to approve the minutes of February 12, 2013 as presented. The motion passed unanimously.***

## **B. NEW BUSINESS**

### **3. Award of Bid – Water Treatment Plant Actuators**

Purchasing Agent Julie Grasty reported bids were advertised and sent out for the purchase and installation of Auma Electric Motor Actuators. The Town received three bids with the lowest bidder being The Perkinson Company in Charlotte, N. C., in the amount of \$137,365.00. Ms. Grasty said the Town had previously done business with this company and they had been satisfactory. Manager Onieal said this amount was \$6000.00 under budget for the valves and was the last major project for the Water Treatment Plant for this year.

***Alderman Freeman made a motion, seconded by Alderman Greely to award the contract for the purchase and installation of Auna Electric Motor Actuators to the lowest responsive bidder in the amount of \$137,365.00 to the Perkinson Company, Charlotte, NC. The motion passed unanimously.***

### **4. 2012 Delinquent Property Tax Advertisements**

Tax Collector James Robertson said each year the Town advertises an average of 900 delinquent property tax accounts in the local newspaper. He will coordinate with the newspaper for a definite date, but his target date is Friday March 8, 2013 for the advertisement in The Mountaineer. Board members had questions about churches and their exempt status as far as delinquent taxes are concerned. Mr. Robertson said churches are exempt, but the property has to have a place of worship located on it. If a church owns a property with no sanctuary, or has property in non-religious use, the property may be taxable. Mayor Brown stated there was a \$1000.00 fee to place this advertisement in the paper. Manager Onieal clarified that the cost of advertisement is added to the delinquent bills and recovered when paid. She also noted that it is the County Tax Assessor, not the Town Tax Collector who determines whether a particular property is tax-exempt.

***Alderman Greeley made a motion, seconded by Alderman Caldwell, to advertise 2012 delinquent tax accounts in the local newspaper in accordance with NCGS §105-369. The motion passed unanimously.***

### **5. Resolution #R-05-13 Supporting an Increase in Haywood County Occupancy Tax from 4% to 6%**

Haywood County Commissioners and Haywood County Tourism Development Authority have requested the support of local governments within Haywood County in urging the General Assembly to pass local legislation allowing Haywood County to collect an additional 2% (increase from 4% to 6%) in occupancy taxes, which would apply to overnight stays at hotels, motels, bed and breakfasts, inns, lodges, tourist camps, etc. Lynn Collins, Executive Director of Haywood County Tourism Development Association, explained the increase in the occupancy tax would be used to create a Tourism Product Development Fund for the purpose of funding major tourism projects in Haywood County. This money would be used to support bricks & mortar projects and new tourism infrastructure. Both profit and nonprofit entities would be eligible to apply for assistance from the Fund. For a project to qualify, the project must have potential to significantly increase "heads in bed", or overnight room stays in Haywood County lodging facilities. She explained that several neighboring counties, including Buncombe County have created this type of fund, which has proven successful for them. She provided examples of types

of projects that have been funded in other counties and mentioned debt retirement and/or further development of Haywood County's baseball field property at Jonathan Creek as a potential project in the event this tax is approved.

Ken Stahl, Waynesville's representative on the Tourism Development Authority, said the 2% increase would generate about \$450,000.00 per year, and the TDA would have final approval of the money being awarded. The Tourism Product Development Committee will be comprised of members from across the county, with one person from the Economic Development Commission and one person from each unique zip code, and two people from the TDA. Requests for funding will be coordinated with the County Commissioners, with final funding being awarded by the TDA.

***Alderman Caldwell made a motion, seconded by Wells Greely, to adopt resolution R-05-13 supporting an increase in Haywood County Occupancy Tax from 4% to 6%, the additional 2% to be distributed as proposed by HCTDA. The motion passed unanimously.***

### **C. PRESENTATION & REPORTS**

6. Downtown Waynesville Association Annual Report - presented by Buffy Phillips, Executive Director, Downtown Waynesville Association

Ms. Phillips said the Downtown Waynesville Association is currently working on the 2013 budget, and she expects it to be similar to the 2012 budget. Ray, Bumgarner and Kingshill, CPA has completed DWA's independent annual audit, which will be presented at the March Board meeting. As of February 26, 2013 the Municipal Service District (MSD) Tax had generated approximately \$90,500 in revenue, which historically is about average.

Ms. Phillips stated that last year DWA had expenses for the repair of their largest stage, and this year the smaller one needs to be repaired, and is expected to be about \$1,800. Two of their kiosks need significant repair and they need major computer upgrades.

In January, Ms. Phillips, Town Manager Marcy Onieal, Assistant Manager Alison Melnikova and Mayor Brown, participated in DWA's annual planning retreat. There was discussion of development of an MSD master plan (20 yr), addressing mutual areas of interest with DWA. Included were discussions of infrastructure, green space, outdoor dining, signage, lighting promotion, board participation, outdoor alcohol sales and service, expansion of the MSD and business recruitment.

Ms Phillips gave a slide show presentation of pictures she had compiled from different promotions throughout the year. Several Board members expressed appreciation for the work of DWA in the community.

### **D. UNFINISHED BUSINESS**

7. Lake Junaluska Merger Update – Town Manager Marcy Onieal

Manager Onieal provided an update from the most recent meetings of the LJA Municipal Study Task Force and a brief recap from the Board Retreat on February 22, during which the Board received an Executive Summary of the Merger Feasibility Study prepared by Martin-McGill Consulting. Mayor Brown commented that it is considered a credit to the Town, and its citizens, for Lake Junaluska to approach

the Town of Waynesville and ask to become part of Waynesville. He said there would be a good number of details to be worked out between the two communities, but that should not slow down the introduction of the local bill in the legislature if both communities chose to move in that direction.

Alderman Greely said he felt by all appearances, the union between Lake Junaluska Assembly and the Town of Waynesville would probably take place. He said he had not heard many questions from the public concerning the merger, and therefore, felt there was general approval of the annexation proposal. He would like to receive the additional input of the surveys that were distributed to all property owners of Lake Junaluska Assembly, and then have the vote of the Board of Aldermen.

Alderman Roberson said he felt the same. He would like to hear from Lake Junaluska and the results of the survey.

Alderman Freeman commented she felt very positive about the process. She felt that since Lake Junaluska had approached the Town of Waynesville, the Board should hold off on any decision until Lake Junaluska completes its process of public input and formally asks the Town for response.

Alderman Caldwell was in agreement, and felt the Board needed to wait on the results of the surveys before voting.

Mayor Brown said the municipal Task Force would meet Thursday, February 28, 2013 for the final time and would make a recommendation to the Community Council. On March 5, 2013 the Community Council will make a recommendation to the Assembly Board of Directors. March 7 will be a public meeting at 10:00 am, during which the results of the public opinion survey will be announced. The LJA Board of Directors will vote on March 8, 2013 in the Terrace Auditorium.

#### **8. IT Assessment and Master Plan**

Manager Onieal said the current technology of the Town of Waynesville is inadequate for our current and future needs. Mayor Brown said that as the budget was being developed for this year, consideration would be given to plans to implement the recommendations of the IT consultants who delivered a comprehensive report at the Board's retreat on February 22, 2013. He stated it would be a long term investment, and is something the Town desperately needs to move forward.

#### **E. COMMUNICATIONS FROM STAFF**

There were no additional staff reports.

#### **F. COMMUNICATIONS FROM THE MAYOR AND BOARD OF ALDERMEN**

There were no additional communications from the Board.

#### **G. CALL ON THE AUDIENCE**

There were no comments from the audience.

**H. CLOSED SESSION**

*A motion was made at 8:35 p.m. by Alderman Caldwell, seconded by Alderman, Greeley to continue the closed session from the February 22, 2013 Board Retreat for the purpose of discussing personnel matters, as permitted in the NCGS 143-318.11 (a)(6). The motion passed unanimously.*

**I. ADJOURNMENT**

*Upon returning to open session at 9:55 p.m., there being no further discussion or business, Alderman Greeley made a motion, seconded by Alderman Caldwell, to adjourn. The motion passed unanimously.*

ATTEST:

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Gavin A Brown, Mayor

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Marcia D Onieal, Town Manager

Prepared by:

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Eddie Ward, Administrative Assistant