

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
APRIL 14, 2015

THE WAYNESVILLE BOARD OF ALDERMEN held its regular meeting on Tuesday, April 14, 2015 at 6:00 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 6:00 p.m. with the following members present:

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

The following staff members were present:

Marcy Onieal, Town Manager
Woodrow Griffin, Town Attorney
Amie Owens, Town Clerk
Paul Benson, Planning Director
David Foster, Public Services Director
Julie Grasty, Purchasing Supervisor

The following media representatives were present:

Mary Ann Enloe, the Mountaineer
Becky Johnson, Smoky Mountain News

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting and asked Manager Onieal to provide calendar updates.

Manager Onieal noted the following calendar events and invitations:

- April 16th – Ribbon Cutting for the re-opening of the Terrace Hotel - 5:00 p.m.
- April 17th – Kiwanis Club Spelling Bee – 6:00 p.m.
- April 24th – Re-opening celebration for Taylor Ford Body Shop, 11 a.m. – 1 p.m.

Alderman Caldwell reminded members that the Smoky Mountain 9-ball Tournament would take place on Friday April 24 through Sunday April 26 at the Waynesville Armory with proceeds benefitting the ARC of Haywood County. He added that the participant portion of the event sold out in 17 days.

Manager Onieal added that the full schedule for the Folkmoot Festival schedule was included with the calendar in the board packet. She reminded everyone that the April 28, 2015 Board of Aldermen meeting has been canceled due to anticipated lack of quorum, as a result of board members' business/vacation travel schedules and the fact that the mayor and manager will be

in attendance at a statewide Economic Development Summit on that date; the next regular board meeting will be on May 12, 2015.

2. Adoption of Minutes

Alderman Caldwell made a motion, seconded by Alderman Greeley, to approve the minutes of the March 24, 2015 regular meeting as presented. The motion carried unanimously.

3. Proclamations

Mayor Brown read aloud three proclamations for events and/or special recognitions during the month of May 2015. The first was for A Day of Prayer in Waynesville on May 7th as part of the National Day of Prayer. The second was for the annual Letter Carriers' Food Drive Day on May 9. The final proclamation acknowledged National Police Week, May 10 – 16 and Peace Officers Memorial Day on May 15th.

B. PRESENTATIONS

4. Proposed cross-community way-finding program (NC Rural Center-New Generations Initiatives Grant)

Martha Bradley, attorney from the Cannon Law Firm, representing New Generation Leaders, presented information on the Haywood Greenways Coalition project. The goal of the project is to create a single unified brand strategy to expand the greenway network throughout the county. She explained that in 2014, a \$20,000 New Initiatives Grant was awarded to the Haywood Chamber from the NC Rural Center as a means for developing leadership within rural NC. Young professionals between 20 and 40 have been involved in the project and represent the business, government, professional and non-profit sectors.

Ms. Bradley noted that over 40 hours of large group and/or small focus sessions have been completed and a kick-off event for the greenways project will occur in June. The group is committed to increasing awareness of the greenways and identifying potential funding sources for future greenway projects in the county. Ms. Bradley shared that the first step in getting this comprehensive project underway is working with the municipalities and county to provide consistent signage for all greenways. She provided representations of the signs and noted that the signs were vinyl laminate on aluminum, so information could be changed or updated easily and they carry a five-year warranty. There are four sign designs including way-finding signs, educational signage that could be tailored to each community, connector maps that show the entire greenway system with a "you-are-here" indication and smaller directional signs.

Ms. Bradley indicated that the local governments would be provided signage via this grant, based on their needs and requests and would be responsible for installation and maintenance. Next steps for the group related to working with local government entities are to develop a Memorandum of Understanding and hold the kick-off event in June. Ms. Bradley concluded by noting the vision for the future would be to have a permanent organization which will continue to develop a unified greenway system increasing both in geographical scope and in depth of public awareness and form long-term

public-private funding partnerships. Ms. Bradley thanked the board for their time and attention and noted that the group had worked with local leaders, with special thanks to Manager Onieal for her guidance and assistance, and other community groups.

Mayor Brown commented that he remembered last summer when this was first mentioned as a project and he can see that this group is committed to moving forward based on their involvement with the bicycling community, recreation departments and local leaders.

Alderman Roberson asked how involved would the New Generations Leaders be in the placement of signage? Ms. Bradley noted that the MOU would outline the responsibilities to gain a mutual agreement, but that primarily, the local governments would indicate their preferences and each would be installing their own signs.

Manager Onieal noted that the Haywood County Council of Governments meeting would be an excellent place to share information with the all local governments. The date is May 7th beginning at 6:00 p.m. in Canton.

Mayor Brown thanked Ms. Bradley and the New Generation Leaders in the audience for their presentation and added that he looked forward to seeing their continued progress.

5. Proposal to consider Designating Waynesville as a Certified Retirement Community

Alan Schork, citizen advocate, explained that there is a desire to establish a Continuing Care Retirement Community (CCRC) in Haywood County. He noted that the CCRC lifestyle is only available as close as Asheville and seniors from Haywood County are going there rather than remaining here. Communities such as the Givens Estates and Deerfield Retirement Community are looked at as the model; this is a way to bring a much needed facility and jobs to Haywood County. As part of the discussion for CCRC, applying to be a Certified Retirement Community (CRC) through the Economic Development Partnership of NC could serve as a way to determine Waynesville's readiness to move forward with a CCRC.

Andre Nabors, Economic Development Partnership of NC, provided a presentation and information regarding the Certified Retirement Community program and explained the application process for this designation. The primary focus of the certified retirement community designation is to be able to market Waynesville nationally to those individuals who have discretionary income to travel, or have a second home or relocate here. Mr. Nabors noted that the application fee is \$10,000 for a five year period and if the application is not accepted, the money is refunded.

Mr. Nabors explained that successful programs involve not only the local government, but partnerships with tourism and economic development entities. Marketing is done via social media, flyers and at various national trade shows such as AARP and Ideal Living Expo. He added that there are currently 12 communities in the program throughout the state.

Mayor Brown commented that he has heard from citizens that they do not want a barrage of old people moving to Waynesville. Mr. Nabors answered by noting that the CRC is focused on active retirees who are interested in being able to access cultural and outdoor activities, continuing education, medical facilities, family activities, and volunteer opportunities. The target groups want to be a part of

community. Nabors added, “the folks we’re going after are active retirees—the ones who bike and hike and go out to eat. And there is still the opportunity to recruit young career professionals who do the same thing.”

Alderman Freeman asked if there had been any drawback from young professionals having their community branded as a retirement community. Mr. Nabors noted that there had been no negative impact seen at this point. The marketing is to get individuals here, there are still opportunities to go after other age groups. He reminded members that those retirees had discretionary income, no children, no infrastructure impact and typically, were engaged in the community. Mr. Nabors noted that the applications were taken twice annually in July and January.

Mayor Brown thanked Mr. Schork and Mr. Nabors for their presentations and noted that these issues would be considered during the normal budgeting process.

C. PUBLIC HEARINGS

6. Public Hearing to consider the amendment of Section 3.10.4 of the Land Development Standards regarding minimum lot size, buffering and design for Monopole Wireless Communication Towers

Paul Benson, Planning Director, explained that applicant Prime Tower had requested an amendment to waive minimum lot size for cell towers in commercial areas. This request was reviewed by the Planning Board at their February 23, 2015 meeting and passed unanimously.

Mr. Benson noted that the Planning Board recommendation is to keep the one acre requirement for residential districts in keeping with lot standards for other commercial uses. Other recommendations included the buffering standards for cell towers and additional language about design to make it clear the range of finish and reflectivity of the paint and architectural design options.

Town Attorney Woody Griffin called the public hearing to order at 7:29 p.m. and asked if there was anyone who wished to address the board. No one addressed the board.

Town Attorney Griffin closed the public hearing at 7:30 p.m.

Alderman Roberson made a motion, seconded by Alderman Greeley, to adopt amendments to Section 3.10.4 of the Land Development Standards regarding minimum lot size, buffering and design for Monopole Wireless Communication Towers. The motion carried unanimously.

7. Continuation of Public Hearing, opened on March 24, to consider adoption of an ordinance regulating the use of tobacco and related products in the Town of Waynesville

Manager Onieal presented the revisions to the proposed tobacco ordinance and explained that changes to the language of the original draft were made to clearly convey the intent. She consulted with the Department of Health and Human Services and UNC School of Government to clean up language and avoid unclear or inadvertent meanings. The proposed draft indicates that tobacco use is restricted on all Town-owned, leased, occupied, and maintained property including public sidewalks and

within the bounds of special events approved by the town. Manager Onieal added that this draft eliminates any measurements surrounding public entrances. The penalty of \$50.00 was left in place. She called attention to the fact that the effective date of the ordinance would be six (6) months from the approval date to allow for adequate time for public education and signage.

Town Attorney Griffin called the Public Hearing to order at 7:33 p.m. and asked if anyone wished to address the board.

Don Smart, 1440 Crabtree Road, Waynesville commented that Haywood County Farm Bureau would fall under the new ordinance and was concerned that since no one had any complaints with issues about tobacco usage on their property, that the Town would begin harassing individuals for smoking.

Manager Onieal noted that the distance requirement was eliminated from the proposed ordinance and that individuals on private property were excluded. Sidewalks would be the only area where smoking was prohibited.

Town Attorney Griffin asked if anyone else wished to address the board. No one else addressed the board.

Town Attorney Griffin closed the public hearing at 7:38 p.m.

By consensus, the Board to continue the public hearing to on Tuesday, May 12, 2015 at 6:30 p.m. or as soon thereafter as possible, in the Board Room of Town Hall, 9 S. Main Street, to consider an ordinance regulating use of tobacco and related products in the Town of Waynesville.

D. NEW BUSINESS

8. Award Purchase of Two Knuckleboom Loaders for Public Services-Street Division

Julie Grasty, Purchasing Supervisor explained that as provided by NCGS §143-129 (e) (3) there exists an exception to the state's formal bidding requirements, which allows NC municipalities to participate in qualified group purchasing programs in an arrangement similar to that offered under state contract for interlocal piggy-back bidding. The board approved funding for two knuckleboom trucks at the board retreat based on savings noted from other process changes and as a means to make services more efficient and automated.

David Foster, Public Services Director, noted that with the addition of these knuckleboom trucks, the number of claims from employee injuries should decrease and this will free up additional employees to cross-train to work on other projects. Mr. Foster noted that the goal is to improve service to brush collection and provide more consistent service. He added that the equipment can operate from either side of street and that crews have not found any place where they could not collect.

Alderman Roberson asked if there would still be restrictions on the amount of what is picked up. Mr. Foster answered that the current ordinance would still have the same limitations. However, with increased efficiency, there is the potential for an additional mulch sale for citizens.

Alderman Caldwell made a motion, seconded by Alderman Freeman to approve the purchase of two (2) Pac Mac Knuckleboom Loaders from Carolina Environmental Systems, Inc. of Kernersville, NC through NJPA contract in the amount of \$255,996.68 as presented. The motion carried unanimously.

9. Street Closure Requests

- a. Downtown Waynesville Association – Buffy Phillips, Executive Director, Downtown Waynesville Association, presented the full calendar of events and proposed street closures for the remainder of the year. Ms. Phillips explained that most are the same as in previous years, but noted that the Folkmoot Parade has been moved back to Friday at 1:00 p.m. to start at Academy Street and then down to the Courthouse for opening ceremonies. International Day will be on the following day with a theme of “*The World Meets on Main Street.*” Another change she highlighted was the change in the September Block Party to September 19th so as not to interfere with another annual event. Ms. Phillips added that the Apple Festival street closure on October 17th has not been finalized, but the Chamber of Commerce would be making the decision on the street locations and would be responsible for reporting back to the board.

Alderman Caldwell asked Ms. Phillips if there were any perceived issues regarding Frog Level receiving services that the DWA has to pay for. Manager Onieal asked to speak with Alderman Caldwell after the meeting if there were concerns for her to address.

Ms. Phillips noted that she has worked with the Frog Level merchants and volunteered time with in Frog Level for festivals and assisting with cleaning up the area. She noted no problem working with Frog Level in any way.

- b. STAR Ranch “Help a Horse Day” Parade – Karen Owens, Executive Director of STAR Ranch explained that the 3rd annual ASPCA “Help a Horse Day” Parade would be held on Sunday, April 26 from 2:00 p.m. to 3:00 p.m. The request is for a rolling street closure from Academy Street to Depot Street near Historic Courthouse and back via Haywood Street to the First United Methodist Church.

Ms. Owens explained that pictures that are taken during the parade would be used by the ASPCA and a crowd notice release will be posted so that individuals are aware that they are being filmed and pictures taken. All participants have to sign a release form.

Ms. Owens showed a video clip of last year’s parade that is showcased on the ASPCA website; this footage was shot by the Tourism Development Authority. She noted that Mayor Brown has agreed to be the Grand Marshal.

- c. Main Street Mile - Manager Onieal explained that a request had been received from Dr. Eric Yarrington related to the rolling street closure for the Main Street Mile. This is an annual event to raise funds for Shriner's Hospital and has previously been approved. The closure will affect portions of North and South Main Streets, including cross streets.

Alderman Greeley made a motion, seconded by Alderman Roberson, to approve the street closures for the Downtown Waynesville Association, STAR Ranch and Main Street Mile benefitting Shriners Hospital, as presented. The motion carried unanimously.

10. Street Closure and Sale of Alcohol Request

Mark Zaffrann explained that the first annual Gateway to the Smokies Half Marathon will be held on Saturday, May 2 and is requesting closure of Commerce Street from Depot Street to Panacea. An additional request was noted regarding permission to consume beer on the street as part of the post-race party and awards celebration. Mr. Zaffrann noted that since the initial request was made, Waynesville brewers have agreed to donate their beer rather than charge for it and participants would be allowed one beer.

Mr. Zaffrann asked if individuals could buy beer at Frog Level Brewery and then bring in to the street. Manager Onieal explained that it would be the responsibility of the race organizers to have the appropriate ABC permit and a specified area where alcohol consumption can occur, as well as being able to do the required age checks and control access to the area. Mr. Zaffrann noted that part of the proceeds from race entries would come back to the town to support of the greenways.

Alderman Caldwell made a motion, seconded by Alderman Greeley to approve the closure of Commerce Street from Depot Street to Panacea on Saturday, May 2, 2015 and allow the consumption of alcohol within the indicated area on the street as requested and as permitted by Section 42-4 of the Town of Waynesville Code of Ordinances. The motion carried unanimously.

F. COMMUNICATIONS FROM STAFF

9. Town Attorney

Town Attorney Griffin had no business to discuss.

10. Town Manager

Manager Onieal had no business to discuss.

G. COMMUNICATIONS FROM MAYOR AND BOARD OF ALDERMEN

Mayor Brown reminded members that there would be no regular meeting on April 28, 2015 due to lack of quorum.

H. CALL ON THE AUDIENCE

No one addressed the board.

I. ADJOURN

There being no further business to discuss, Alderman Greeley made a motion, seconded by Alderman Freeman, to adjourn the meeting at 8:15 p.m. The motion carried unanimously.

ATTEST

Gavin A. Brown, Mayor

Marcia D. Onieal, Town Manager

Amanda W. Owens, Town Clerk