

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
October 13, 2015

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday, October 13, 2015 at 6:30 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 6:30 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
David Foster, Public Services Director
Daryl Hannah, Streets and Sanitation Supervisor
Julie Grasty, Asset Services Manager
Lisa Burnett, Purchasing Supervisor
Tim Plowman, Fitness Supervisor

The following media representatives were present:

Mary Ann Enloe, The Mountaineer

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting.

Mayor Brown asked Manager Onieal to update regarding calendar events. Manager Onieal called attention to several upcoming events including:

- October 14 - Open House at REACH
- October 16 - Greenhill Cemetery Tour at 4 p.m. The Mayor and Board of Aldermen will be in costume and providing information about some of the famous individuals buried at Greenhill.
- October 17 - Apple Festival – Downtown from 10:00 a.m. to 5:00 p.m.
- October 23 - Arc-tober Fest to benefit the ARC of Haywood County 6:00 p.m. at Wells Event Center - a table has been reserved, please let Manager Onieal know if planning on attending.

- October 26 – Haywood County Council of Governments meeting at Wells Event Center – 6:00 p.m.

Manager Onieal noted that the Southwestern Commission and the Haywood County Council of Governments meetings had been added to the calendar for 2016. She reminded members that she would be on vacation October 17 through October 24.

2. Adoption of Minutes

Alderman Caldwell made a motion, seconded by Alderman Greeley, to approve the minutes of the September 22, 2015 regular meeting, and September 22, 2015 closed session, as presented. The motion carried unanimously.

B. PRESENTATION

3. Pavement Condition Survey for the Town of Waynesville

Manager Onieal introduced John Fersner with US Infrastructure and explained that a pavement condition survey is done approximately every three to five years. Manager Onieal noted that the town has not always had a report regarding this survey, but asked Mr. Fersner to provide the report to the board to ensure that citizens were aware of how we condition our streets, different types of pavement used and how we maintain our streets.

Mr. Fersner thanked the Mayor, Manager Onieal and the Board members for allowing him to complete this survey and added his appreciation to Daryl Hannah, Streets and Sanitation Supervisor, David Foster, Public Services Director, Preston Gregg, Town Engineer and Marvin Crawford, Streets and Sanitation Crew Leader for their assistance during the survey.

Mr. Fersner began his presentation by explaining that Waynesville maintains 86 miles of paved roads; this is asphalt streets – no concrete or dirt roads were assessed. The survey was done in August 2015 and required evaluation of each street. Mr. Fersner noted that there were 8 common stresses observed which indicated pavement distress.

Mr. Fersner stressed that the roadway value could be assessed at \$31.00 per square yard reflecting an asset of \$32 million for the Town of Waynesville. As these streets are one of, if not the largest asset, it is imperative that they are treated and maintained well. Pavement conditions are rated on a scale of 0 to 100 based on observations of what is needed to get the streets up to ideal conditions.

Mr. Fersner provided examples of the various pavement distresses including descriptions of how each could be remedied indicating that crack sealing is very effective in maintaining street integrity at a low cost. Mr. Fersner reported that the overall rating for Waynesville's roads was 84.3 which is above the state average of 80. The survey showed that 43.6% of Waynesville's streets need some type of maintenance. This is below the state average of 47%. Mr. Fersner added that in comparing the current survey and the survey that was completed in 2011, the streets quality index improved from 82.5 to the

current 84.3. Mr. Fersner explained that these numbers are due to a good streets maintenance program and he applauded Mr. Hannah and his staff for their work.

Mr. Fersner noted that pavement is in a constant state of deterioration because it is always in use. The goal is to identify roads requiring repairs before they reach a rating of 60. He added that Mr. Hannah is faced with a balancing act of rebuilding bad streets and still continuing to maintain the streets considered good.

Mr. Fersner provided financial information regarding routine maintenance versus resurfacing. If all of the streets were repaired per recommendations, the total cost would be approximately \$1.3 million with the lion's share approximately \$900,000 dedicated to routine maintenance and the remainder being resurfacing costs. Mr. Fersner noted that the majority of Waynesville's streets, 56.4%, do not require any improvements.

Mr. Fersner concluded his presentation with the recommendation that Waynesville should continue to dedicate its maintenance funding towards preventative maintenance practices and structural repair and develop a 15 year paving cycle paving 5.7 miles per year at a current price of \$811,583. Mr. Fersner again complimented the town and the streets staff for a job well done in the maintenance of the roads.

Mayor Brown asked if there was a listing of all of the streets and recommendations for resurfacing based on this study. Mr. Foster answered that there is a report indicating the condition of all of the streets and this is where the prioritization of street work will be established. He added that the Streets division has restructured to allow for most of the full depth patching to be completed with an internal crew and they will systematically make repairs. Mr. Foster commented that by having this report, the priority streets are easily identifiable and makes collaboration regarding projects with water, sewer and streets possible to minimize the number of times a street should require repair.

Mayor Brown commented that most of the streets are older in town and inquired as to how it was determined if streets need to be added for maintenance. Mr. Foster answered that the town does not build any roads and Manager Onieal added that Development Services staff review any new roads to ensure that streets are built to code and correctly.

Alderman Roberson asked if crack sealing was the best thing for the streets. Mr. Fersner answered that the more crack sealing that can be done the better; it is the most economical way to make repairs and was effective in minimizing water damage. Alderman Roberson asked Mr. Hannah at what point do you seal or repatch. Mr. Hannah explained that all streets with alligating of pavement have to have full depth repairs completed, the other streets will be looked at and repair plans developed.

Alderman Greeley added that comments that he hears pertains to the aesthetics of the streets and that crack sealing is ugly. Staff agreed, but Mr. Fersner again noted that crack sealing is the most effective repair option.

Mayor Brown thanked Mr. Fersner for his report and for coming to the meeting.

Manager Onieal added that Powell Bill funds are used for these repairs and thanked the staff for using them in the most creative way. As the state is looking closely at Powell Bill Funding, there may

come a point where funds may not be available and the town will be forced to look at other options. Mayor Brown clarified that this study does not include state maintained roads. Mr. Fersner confirmed.

Alderman Roberson asked if the resurfacing costs in the report included engineering fees. Mr. Fersner noted that the cost did not include engineering for resurfacing, but that there should not be a need for engineering services unless the street was structurally unsound. This would be considered more of a maintenance activity.

C. NEW BUSINESS

4. Award of Bid for Fitness Equipment for Recreation Center

Lisa Burnett, Purchasing Supervisor explained that the formal bid process for fitness equipment for the Recreation Center was opened on August 25 utilizing specifications provided by Tim Plowman, Fitness Supervisor, including equipment brands. The bid was sent to four bidders and bids were opened on September 22 with two bids received. The two respondents were Comfit in Addison, Texas and Wellness Solutions in Gastonia, NC. Mr. Plowman indicated that the town has worked with Wellness Solutions in the past.

Mayor Brown asked if there was any market for the used equipment that the new equipment would replace. Julie Grasty, Asset Services Manager answered that the town can try to sell the equipment via Gov Deals and would sell piece by piece. Manager Onieal added that the police department will look at equipment to see if they could utilize any of it prior to placement on Gov Deals. Mayor Brown inquired if the bids received were within budget. Ms. Burnett confirmed that the bid from Wellness Solutions was under the approved allocation in the budget.

Mr. Plowman explained that the bid was for 28 pieces of equipment - 12 pieces upstairs and 16 downstairs - with the oldest being 28 years old. The average life expectancy for this equipment is 10 years with the majority of the existing equipment lasting 15 years. Mr. Plowman noted that maintenance and upkeep has been done to ensure the longest life possible for the equipment. He explained that there was a need to have a specialist come and provide training on the kinesis equipment and its maintenance. The projected cost for this is \$600.00.

Mr. Plowman commented that the new flexibility equipment is ADA compliant and is the same equipment used for Olympic training. Manager Onieal added that Mr. Plowman has been certified in the maintenance of equipment and will be training with the specialist to ensure that he can perform most of the maintenance onsite allowing for repairs in a timely and cost effective manner.

Alderman Roberson asked about computerized components and those repairs. Mr. Plowman explained that electronic screens were not chosen as an option for the equipment as it would have increased the cost of the equipment. Manager Onieal noted that the bid from Wellness Solutions was within budget and they were the lowest, responsive, responsible bidder. Mr. Plowman indicated that once the order is placed, it will take 8 to 12 weeks for delivery.

Alderman Greeley made a motion, seconded by Alderman Roberson to award the bid for the purchase of Recreation Equipment in the amount of \$134,638.27 to the lowest, responsible, responsive bidder, Wellness Solutions of Gastonia, NC, as presented. The motion carried unanimously.

5. Street and Sidewalk Closures

a. 2016 Annual Martin Luther King, Jr. Prayer Walk – Saturday, January 16, 2016 – requesting a rolling closure of Main Street and Pigeon Streets (and cross street traffic) beginning at 11:00 a.m. for the Prayer Walk.

b. Thriller Dance – a request was received from Jill Provence to perform a dance at the sidewalk intersection on October 31, 2015 during of Treats on the Streets. Buffy Phillips, Director of Downtown Waynesville Association noted that this event was being moved to the United Community Bank Parking lot as it was perceived that there would be a large group participating. Manager Onieal explained that as this has been moved to a private lot, there is no action required by the board.

c. Folkmoot Fundraiser - Spookmoot – weekend of Halloween – Angie Schwab, Executive Director of Folkmoot requested to close off the Miller Street Parking Area on November 1 from 11:00 a.m. until 5:00 p.m. for a Pumpkin Smashing. This event is being presented in collaboration with DWA. Students from Western Carolina University have put together catapults to launch pumpkins at a bullseye. Ms. Schwab noted that the catapults will be tested prior to their use to ensure that the pumpkins stay within the 230 feet limit of the closure. Ms. Schwab has discussed the insurance concerns with her insurance agent related to public safety. Smoky Mountain Subs is aware of the event and has provided free hot dogs and drinks to those who hit the bullseye

Ms. Schwab noted that there will be other events planned at the Folkmoot Center during the weekend including October 30 – Kids Carnival with games, old movies, popcorn, hot dogs, and a costume contest. On October 31, an adult party will be held in the gymnasium.

Ms. Schwab added that clean up after the pumpkin smashing event would be handled by volunteers and that there would be a trash truck at the end of the Miller Street parking area with the fire department hosing off the street after the event. The maintenance cost is nominal.

Ms. Phillips explained that she would communicate with the local merchants and churches regarding the closing of the parking area for this event.

Alderman Caldwell made a motion, seconded by Alderman Freeman to approve the request for the rolling closure on January 16, 2016 for the Martin Luther King, Jr. Prayer Walk and the Miller Street Parking area on November 1, 2015 for the pumpkin smashing event as part of the Spookmoot festivities. The motion carried unanimously.

Ms. Phillips asked if she could address two additional issues while she was in front of the board. The first issue had to do with political signs in the bump outs and existing flower boxes. Ms. Phillips was informed that Manager Onieal could handle any concerns about political signage.

Ms. Phillips explained that gold and black flags were ready and would be placed on Main Street in advance of the annual Tuscola-Pisgah football game. She asked if there was any way that Tuscola High School could use washable spray paint and put large T's on Brown or Boyd Avenue leading to the stadium. Mr. Foster responded that these stencils could not be used near any crosswalks, arrows or other traffic indicators but he would be happy to work with THS to determine where they could paint them.

6. Resolution Honoring Maggie Valley Mayor Ron DeSimone

Mayor Brown explained that members had signed a Resolution Honoring Maggie Valley Mayor Ron DeSimone and that it will be presented to Mrs. DeSimone at the upcoming Haywood County Council of Governments meeting. All of the other municipalities and the County have executed similar resolutions.

The Resolution Honoring Maggie Valley Mayor Ron DeSimone was executed and approved by unanimous consensus.

D. COMMUNICATIONS FROM STAFF

7. Town Manager – Marcy Onieal

10 Calvary Street

Manager Onieal reported that this property was brought to her attention by the police department. The neighborhood would like to seek donation of property from the County to the Town as a park. Manager Onieal wanted the board to be aware that this conversation is taking place with the County and provided a memo from Police Chief Hollingsed to members. She requested that if anyone had any thoughts on this issue to let her know.

Chestnut Park

Manager Onieal explained that the town is moving forward with the survey of Chestnut Park and is planning a neighborhood meeting at the end of October to ascertain what neighborhood would like to see the park look like in the future.

Junaluska Annexation Memorandum Update

Manager Onieal provided members with a copy of the updated Waynesville/Lake Junaluska Annexation Memorandum. She wanted to give the Board an update and bring some closure to the bill. Manager Onieal explained that the referendum had been attached to a HB that had been passed in house and came back to senate. The measure was one vote of confirmation away and was calendared, but was then was referred to the Rules Committee once again. Manager Onieal noted that it was her understanding is that there was a conversation on the floor that the bill did not need to be voted upon and was returned to committee.

In order for the deannexation bill that the Waynesville/Lake Junaluska Referendum was attached to to go forward, Senator Davis agreed to let our local bill be stripped and move that bill forward. She indicated that S141 is still sitting in House Rules and will be live in the short session. Manager Onieal shared that this Board and Lake Junaluska have a decision to make as to whether they wish to pursue this bill next year or not.

Manager Onieal explained that the updated annexation report had been held in order to have the most current information at the point where bill came out of the General Assembly. As there has been a public information request for this report – all of the report has been updated – and accurate as of August 2015. Manager Onieal added that the Lake's needs have not changed. She clarified that she was not asking the Board to make any decision tonight, but that the Board needs to determine whether or not to continue pursuit of annexation. Mayor Brown noted that this decision may be better reached after the election so the new board will have to decide what to do.

Manager Onieal reminded the Board that the town had been providing emergency assistance related to sanitation to Lake Junaluska due to some staffing issues. The town saw this as an opportunity to learn the routes and look at service provision should the referendum had gone through. With the bill dead, the Town is no longer in a position to assist them. Manager Onieal explained that the Town has given Lake Junaluska written notice that as of December 1, 2015, Waynesville will no longer be assisting them with backup; they will have to make other arrangements.

Electric Contracts

Manager Onieal noted that the team is making great progress in getting the Electric Contracts finalized. The Santee Cooper contract has been sent back for final review and attorneys are working on the one year contract extension with Duke Energy. It is hoped that these contracts will be brought to the board when they are finalized.

November/December Meetings

Manager Onieal explained that even though the election will occur on November 3, the new board members will not be sworn in until the December 8 meeting. This leaves only the November 10 and December 8 meetings to finalize all old business and receive the annual audit presentation. At the December 8 meeting, once the old business agenda items are completed, the installation of members will occur. She noted that there are several business items that need to be completed between now and the end of November. Manager Onieal provided notice to members that there may need to be a special meeting to conclude business.

8. Town Attorney – Woody Griffin

Attorney Griffin had no business to discuss.

E. COMMUNICATIONS FROM MAYOR & BOARD OF ALDERMEN

The Board members had no other business to discuss.

F. CALL ON THE AUDIENCE

No one addressed the board.

G. ADJOURN

There being no further business to discuss, Alderman Freeman made a motion, seconded by Alderman Caldwell, to adjourn the meeting at 7:49 p.m. The motion carried unanimously.

ATTEST

Gavin A. Brown, Mayor

Marcia D. Onieal, Town Manager

Amanda W. Owens, Town Clerk