

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
September 9, 2025

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, September 9, 2025, at 6:00pm 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 6:01 pm with the following members present:

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

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Deputy Manager
Candace Poolton, Town Clerk
Martha Bradley, Town Attorney
Ricky Bourne, Public Services Director
Fire Chief Chris Mehaffey
Assistant Fire Chief Cody Parton

The following members of the media were present:

Paul Nielsen, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Council meeting is September 23rd and RecJam is September 13th, and Chefs On Fire is the 18th.

B. PUBLIC COMMENT

There was no public comment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to add "Environmental Sustainability Presentation" and "Consideration for Council Meeting Reschedule" to the agenda and to approve the agenda as amended. The motion passed unanimously.

D. CONSENT AGENDA

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

2.
 - a. Motion to approve the August 26, 2025 Regular Meeting Minutes
 - b. Motion to approve the Budget Amendment for the Waynesville Police Department
 - c. Motion to approve the Budget Amendment for the Parks and Recreation Department
 - d. Motion to approve the Budget Amendment for the PW Water Treatment Plant
 - e. Motion to approve the Budget Amendment for the Fire Department

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the consent agenda as presented. The motion passed unanimously.

E. PROCLAMATION

3. Constitution Week
 - Mayor Gary Caldwell

Mayor Caldwell read the proclamation, proclaiming September 17th-23rd, as Constitution Week, with September 17th marking the two hundred thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention.

F. NEW BUSINESS

4. ArcGIS Pro Conversion Contract
 - Jesse Fowler, Deputy Town Manager

Deputy Town Manager Jesse Fowler reported that the Town currently utilizes Esri's ArcMap Version 10.8.2 in order to perform various mapping functions, but Esri intends to retire this ArcMap product early next year, at which point they will no longer provide updates, training assistance, or technical support for the program. He said their replacement for ArcMap is a far more modern GIS program called ArcGIS Pro. Mr. Fowler explained that ArcGIS Pro was first released as a replacement for ArcMap in 2015 and migration to this program will dramatically expand the logistical and operational capabilities of the Town, including but not limited to tree inventory and management, services management, mapping for sanitation routes, logging issues in the field (he used the example of recording the proper size of a water pipe), parks grounds management, real time work orders, and much more. He said the new licensing would not include emergency management. He said each employee would have a "sign on" instead of their own license. Mr. Fowler said the new license would be much more expensive (~\$6,000 for the first year and \$20,000 the next two years) but would have many more functions that staff need and the cost would be split between each fund. He added that the public would be able to access maps that staff have created but would not have editing powers.

Councilmember Sutton asked if there was a conversion cost and if there would be a significant learning curve for staff. Mr. Fowler answered that there is no conversion cost, and there will be some staff training involved, but the new system is much more user friendly. Councilmember Sutton added that he appreciates the named licensing because that means that inputs can now be audited. He used the example that if an employee responds to a work order, it would show who did it based on who was signed in. Councilmember Feichter asked if this can be used to manage the cemetery. Mr. Fowler responded that the town has software to manage the cemetery deeds, but this program could be used to better map the plots.

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to approve Esri's proposed "Small Local Government Cloud-Based Enterprise Agreement" for at least three years, and five years if staff can negotiate it. The motion passed unanimously.

5. Presentation: Environmental Sustainability Webpage

- Kipp Sutton, ESB Member

Environmental Sustainability Board (ESB) Member Kipp Sutton introduced himself and presented the new web page on the Town's website, "Sustainability". He highlighted the interactive map that shows greenway trails, EV Charger location, bike routes, and more, resources for residents on how to save money with utilities, plant native gardens, and much more. He said the web page was paid for by a grant the ESB received.

6. Consideration for Council Meeting Reschedule

- Councilmember Chuck Dickson

Councilmember Dickson said there is one meeting in November the week of Thanksgiving because the other meeting was cancelled due to it falling on Veteran's Day. He proposed cancelling the November 25th meeting and to have a special called meeting on November 18th to avoid absences due to the holiday.

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to cancel the November 25th meeting to have a special called meeting on November 18th. The motion passed unanimously.

G. COMMUNICATION FROM STAFF

6. Manager's Report

- Town Manager, Rob Hites

Town Manager Hites presented an article written in the Raleigh News and Observer that featured the problems that Haywood County, and all of NC, is dealing with receiving funds from FEMA. He said that the \$380,000 reimbursement request submitted to FEMA for the Depot Bridge was denied because they claimed it was a part of a street system that he's unfamiliar with called USA Highway. Mr. Hites said that FEMA said the town needed to apply to the Federal Highway Administration. He explained that staff resubmitted, and the FHA denied them because the new bridge didn't meet their constructions specifications, even though it met FEMA's. Mr. Hites commented that the local FEMA staff have been great, but the issue seems to be in D.C. Mr. Hites said he is sending a formal letter to Congressman Edwards explaining the situation.

7. Town Attorney's Report
- Town Attorney, Martha Bradley

Nothing to report.

H. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Councilmember Freeman reminded Council of the Annual Sarges Dog Walk on Saturday, September 13th. Mayor Caldwell said he attended Art After Dark and that Main Street is incredible and has amazing small businesses.

I. ADJOURN

A motion was made by Councilmember Freeman, seconded by Councilmember Dickson, to adjourn at 6:51pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk