

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
October 22, 2024

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, October 22, 2024, 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 6:02 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, Assistant Town Manager
Candace Poolton, Town Clerk
Elizabeth Teague, Director of Development
Page McCurry, Director of Human Resources
Brittany Angel, Human Resources Coordinator
Jeff Stines, Public Services Director
Ricky Foster, Assistant Public Services Director
David Adams, Police Chief
Ian Barrett, Finance Director
Julie Grasty, Asset Manager
Luke Kinsland, Recreation Director
Members of the Public Services Team

Members of the Media:

Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Town Council meeting will be held on November 12th, Treats on the Street will be held on October 31st, and Town Offices will be closed on November 11th for Veteran's Day.

B. PUBLIC COMMENT

There was no public comment.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the agenda as presented. 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 October 8, 2024 Regular Scheduled Meeting Minutes
 - b. Motion to approve the Haywood County Benefit Concert Special Event Permit
 - c. Motion to call for a Public Hearing for November 12, 2024, to consider text amendments related to accessory structures and manufactured housing.
 - d. Motion to appoint Kathy Swingley to the Waynesville Public Art Commission
 - e. Motion to Amend Workplace Safety Section of Personnel Policy to reflect a two year waiting period before a person convicted of felony driving under the influence of alcohol or drugs may apply or reapply for a position with the Town.
 - f. Motion to approve moving funds from the general fund balance to replenish Parks and Recreation building repairs and maintenance.

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

E. PRESENTATIONS

3. Employee Appreciation
 - Mayor Gary Caldwell

Mayor Gary Caldwell presented Public Services staff with a personalized certificate of appreciation for their efforts during the recovery efforts of Hurricane Helene.

F. NEW BUSINESS

4. Traffic Calming for Howell Street and West Marshall Street
 - Ricky Foster, Assistant Director of Public Services

Assistant Public Services Director Ricky Foster reported that there are two traffic calming requests that need to be installed-one on Howell Street and the other on West Marshall Street. He said that West Marshall will have a raised crosswalk and a 20mph speed limit sign posted. He said that Howell Street will have two full width speed humps covering both lanes, one near the playground and the other 50 yards above Oak Street going towards playground.

A motion was made by Councilmember Feichter, seconded by Councilmember Dickson, to approve the installation of the traffic calming devices on Howell Street and West Marshall Street, and approve the speed limit on West Marshall Street to be identified at 20 MPH. The motion passed unanimously.

5. Approval of Payroll Policy Update

- Page McCurry, Director of Human Resources

Human Resources Director Page McCurry reported that FEMA is beginning the reimbursement process for costs associated with Hurricane Helene. She reached out to the UNC School of Government for guidance, and they recommended that the town updates the payroll policy to add “disaster overtime provisions” for exempt and non-exempt staff. She said this may encourage FEMA to reimburse the town for these wages.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the revision of the Town of Waynesville Personnel Policy to include provisions for disaster overtime pay. The motion passed unanimously.

6. Approval of straight time pay for exempt staff who worked over 40 hours during the response to Hurricane Helene.

- Page McCurry, Director of Human Resources

Human Resources Director Page McCurry reported during the week of September 26th through October 2nd, exempt staff worked an additional 600 hours due to Tropical Storm Helene. She said that many of these individuals left their own families and homes to work in dangerous situations to save lives and provide continuity of services to town staff and citizens. Ms. McCurry said that the Town of Waynesville does not usually compensate exempt staff for hours worked over 40 in a pay period because this is not a Fair Labor Standards Act requirement. However, Ms. McCurry said it is the recommendation of the Human Resources Department, after surveying Department Heads for input, to pay these staff members for hours worked over 40 hours during the week of 09.26.2024 – 10.02.2024 at straight time wages to compensate them for their dedication to the mission and vision of the Town of Waynesville. She added that the financial impact of this request is \$21,483.48.

Councilmember Sutton said there is a chance that the town will not be reimbursed by FEMA for these wages because they did not previously have a policy in place for “disaster overtime provisions” before Helene.

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to approve the request to pay exempt staff, including Department Heads, at straight time rates for hours worked over 40 during the week beginning 09.26.2024 and ending 10.02.2024. The motion passed unanimously.

7. Re-Allocation of ARPA funds

- Rob Hites, Town Manager

Town Manager Rob Hites reported that ARPA funds must be allocated by December 31, 2024. He said as staff moved to close out the fund, they've discovered several areas where the Town didn't spend the entire budgeted amount. He said this happened because the town was able to leverage other grants to cover the cost of some of those line items instead of having to use ARPA money. Mr. Hites said the Town must upgrade its computer system through the purchase of new "switches", and the cost of the switches and their installation is quoted to be \$145,000. He said that staff recommends that the Council also appropriate \$42,254 to purchase a single police vehicle. He added that this will reduce the upcoming capital budget by ¾ cent on the tax rate.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the allocation of ARPA funds. The motion passed unanimously.

G. COMMUNICATION FROM STAFF

8. Manager's Report

- Town Manager, Rob Hites

Town Manager Rob Hites reported that staff have entered a "quiet" phase. He said that two emergency contracts are underway- the design of the support for Depot bridge and the replacement of the sewer line that goes across Richland Creek. Mr. Hites said that FEMA requires inspections and research after the emergency phase before the town can bid out and repair "Non-emergency items" such as parks. He said that first, insurance has to decide what they will cover, then FEMA will decide what to cover. Mr. Hites said the town can begin working on design but cannot begin the contracting and construction processes. Mr. Hites said he hope that the Army Corps of Engineers will do a comprehensive stream evaluation of Richland Creek and the stream bank and then help restore stream erosion. He added that he hopes they will examine the gravity and siphon sewer system near Little Champion. Mr. Hites reported that debris removal is moving along and they will most likely complete three runs through the town. He said it may be February before they are done. He said the damage done to public parks and the sewer plant totaled over two million dollars.

H. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Caldwell said the town of Murphy sent Council a nice letter of support.

Councilmember Dickson thanked Councilmember Sutton for the work he's done communicating with National and State representatives regarding flood recovery funding for Waynesville.

Councilmember Sutton said he's met with many government officials, they've heard the town's needs, and they are listening. He added that Mark Pless has been communicative. He said the state has procured some vehicles so the town can replace the five vehicles lost in the flood. He said he's been in contact with DENR to

try to get funds for the sewer plant and funds to replace a 24 inch sewer pipe. He said a priority is getting I-40 open.

I. ADJOURN

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to adjourn at 6:47pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk