

AGENDA
REGULAR MEETING
BOARD OF ALDERMEN
TOWN OF WAYNESVILLE
TOWN HALL
FEBRUARY 13, 2007
TUESDAY - 7:00 P.M.

The Board of Aldermen held a regular meeting on Tuesday, February 13, 2007. Members present were Mayor Henry Foy, Aldermen Gavin Brown, Gary Caldwell, Libba Feichter and Kenneth Moore. Also present were Town Manager A. Lee Galloway, Town Clerk Phyllis McClure, Town Attorney Woodrow Griffin, Assistant to the Town Manager Alison Melnikova and Finance Director Eddie Caldwell. Mayor Foy called the meeting to order at 7:00 p.m.

Approval of Minutes of January 23, 2007

Alderman Caldwell moved, seconded by Alderman Moore, to approve the minutes of the January 23, 2007 meeting as presented. The motion carried unanimously.

Public Hearing - Amendments to Sections 154.103 to 154.131 Clarification of Parking Location Requirements

At the present time, all Land Development Districts require that “parking and vehicular use areas must be located to the side or rear of the principal structure located on the property”. A question arose as to whether the intention was to ban parking directly in front of the building or whether parking was permitted at any point in front of the front building line of the structure.

For clarification, Town Staff recommended that the following section be amended with the added language appearing in bold type:

“parking and vehicular use areas must be located to the side or rear of the principal structure located on the property, **behind the front line of the principal structure projected to side lot lines**”.

Attorney Griffin opened the public hearing. No one spoke; Attorney Griffin closed the public hearing. Manager Galloway expressed concern that the amendment could possibly cause people to be in violation by parking in driveways in front of their homes. Alderman Caldwell asked if this should only apply to commercial districts.

Alderman Brown moved, seconded by Alderman Feichter, to refer the proposed amendment to the Planning Board for further review. The motion carried unanimously.

Greenway Bids

During early January, the Town accepted bids on additional construction on the greenway. At the first bid opening, only two bids were received, and as a result, the request for proposals was readvertised. The second time, only two bids were received, but on the second time, a minimum of three bids is not required.

The lowest bid offered was approximately \$100,000 more than the funds that the Town has available for the construction. Engineers, Mattern and Craig, spent the past several days evaluating the bids and trying to determine if they could think of some alternatives for the greenway. A letter was received from the engineers, and at this time, it was recommend that the Board reject all bids and allow us the cost issue on this project to be revisited.

Alderman Moore moved, seconded by Alderman Brown, to reject the bids and revisit the project. The motion carried unanimously.

Resolution Regarding Funding for Street Signs

The Town of Canton recently contacted Waynesville regarding the cost of the installation of street name signs. Canton Town officials pointed out that Haywood County uses E-911 Funds to pay for the costs and installation of road name signs in areas outside of the towns. For areas inside the towns, the municipal governments use their own funds for the purchase and installation of street name signs.

The Town of Canton prepared a resolution asking that the County Commissioners begin paying for the purchase of street name signs and sign posts and accessories within the four municipalities of the county. The Mayor and Board of Aldermen of the Town of Canton adopted a resolution at their meeting on January 23, 2007, asking for the Equitable Distribution of E-911 Funds for Street Name Signs.

Alderman Caldwell moved, seconded by Alderman Feichter, to adopt a resolution asking for the equitable distribution of E-911 funds for street name signs for Waynesville. The motion carried unanimously. (Res. No. 2-07)

Budget Amendments

During late June 2006, Human Resources Director Margaret Langston was able to negotiate a very attractive health insurance rate from Blue Cross-Blue Shield. There was an apparent savings of around \$200,000, and with that savings, the Town switched from the League of Municipalities' Municipal Insurance Trust to Blue Cross-Blue Shield. Prior to using some of those potential savings, Finance Director Eddie Caldwell and Manager Galloway urged caution, wanting to be sure that those savings were real. Finance Director Caldwell presented two budget amendments.

In moving through the fiscal year, it was found that the savings were there and at times suggestions were made on some expenditures as well as some restructuring of the organization.

It was suggested that the Planning Director, Land Development Manager and an Administrative Assistant be relocated to the Hazelwood Office along with the Building Inspectors. This arrangement is working well and allows the building inspectors to spend more time on inspections and less time on paperwork.

The hours of the finance department at the Hazelwood Branch Office were reduced and a customer service representative position was eliminated from that department.

In its budget request, the Police Department asked for a full time assistant to handle administrative duties for the Chief of Police. Initially, it was recommended that a part-time position be funded, but when the customer service representative's position in finance was eliminated, it was recommended that the full time administrative assistant position in the Police Department be fully funded. Manager Galloway said this is working well, and it frees a police officer from doing the administrative work.

In Administration, an administrative assistant position was transferred to Planning/Zoning/Inspections and the transfer of funds was needed to cover that. The part-time Administrative Assistant position was transferred from the Police Department to Administration.

In November, the Board approved the creation of a new position in Administration, Assistant to the Town Manager.

In December, the Board approved the creation of the new position of Code Enforcement Officer to be added to Planning/Zoning/Inspections. To accomplish this, a fire fighter/fire inspector was shifted to the new position, and funds will need to be increased in the Planning/Zoning/Inspections Department to cover this.

The Fire Department will be affected by having the funds for the Building Inspectors and the Fire Fighter/Fire Inspector moved to the Planning/ Zoning/Inspections Department. Funds will have to be placed into the Fire Department to fund the fire fighter position moved to Inspections.

At the end of the year, the Town Board awards bonuses to town employees. The amount budgeted for this purpose was \$400 for all full time employees with a smaller amount for part time employees. With the savings from the less expensive health insurance program, the Board approved a \$600 bonus for all full time employees and smaller amount for part time employees.

After all of these adjustments are made, there will still be some savings left, and it is recommended that those savings be used to reduce the amount of money appropriated from the Fund Balance of fund.

Alderman Brown moved, seconded by Alderman Feichter, to adopt Amendment No. 1 to the 2006-2007 Budget Ordinance. The motion carried unanimously. (Ord. No. 4-07)

Alderman Brown moved, seconded by Alderman Moore, to adopt Amendment No. 2 to the 2006-2007 Budget Ordinance. The motion carried unanimously. (Ord. No. 5-07)

Taxicab Ordinance

For some time, the Police Chief and Town Attorney have been working on a new taxicab ordinance for the Town of Waynesville. Attorney Griffin presented an ordinance developed after a review of the taxi ordinances of a number of other communities and only after taking into account the ability of the Waynesville Police Department to enforce the terms and requirements proposed in the new ordinance. Attorney Griffin said some towns had basic ordinances and others established rates and had departments that dealt with taxicabs. Most ordinances indicated that issues regarding taxicabs were dealt with by the police department. It was suggested that July 1 be the effective date of the ordinance since this is when businesses are required to have their business license. Letters can be sent to taxicab operators so that they would be ready to be in compliance with the ordinance on July 1.

Two changes were recommended. Those changes were to change the word prosecutor to prostitution and to add the effective date of July 1. If a taxicab operator is not licensed in Waynesville, they cannot pick up people in Waynesville, but they can drop people off in Waynesville. Proof of minimum liability insurance is required and taxicab operators must meet all State Laws.

Alderman Brown moved, seconded by Alderman Caldwell, to adopt the taxicab ordinance with the two changes; 1) to change the word prosecutor to prostitute, and 2) to make the effective date of the ordinance July 1, 2007. The motion carried unanimously. (Ord. No. 6-07)

Town Manager Reports

Fire Station Update

Manager Galloway said the three million dollar loan for the fire station was approved by the Local Government Commission on February 6, 2007. The loan closing is scheduled for Thursday, February 15 at 10 am and a pre construction conference is scheduled Tuesday, February 20. Attorney Griffin will review the contracts to give Construction Logic authority to proceed. Manager Galloway said that Invest Secure has done a tremendous job in preparing the site which is now ready and was seeded today. Although there have been some problems, Invest Secure has been fair with the Town and good to work with. The Town has begun to look for a site for the Police Department to move to next year when the renovations of the Police Department building begin and the Waynesville Plaza may be a possibility. Haywood County offices are currently located in the Plaza while the Historic Courthouse is being renovated.

Board Retreat

The Board of Aldermen retreat is scheduled Friday, February 23 at Lake Logan Episcopal Center. The agenda for this retreat will be distributed next week.

Update Regarding Contract Negotiation With Progress Energy

Manager Galloway said he and Assistant Alison Melnikova attended the City/County Manager's

Meeting last week. Afterwards, they met with Consultant Kevin O'Donnell and Progress Energy Representatives regarding the contract renegotiation. Manager Galloway said he felt that a better rate may have been negotiated than expected. Kilowatt hours are not being raised but demand is. The contract with Progress Energy would be for six years, from 2010 to 2016. He hopes to have a draft document for the Board to review at the upcoming retreat.

Manager Galloway and Assistant Melnikova recently attended an ethics seminar. Manager Galloway explained that some Legislation came about in January due to some recent events dealing with service on some boards and commissions. There have been some resignations from various boards because people do not want to open themselves up to liability. There is a four-page list of various boards that Manager Galloway will distribute to the Board and he will be making sure that the Town is legal if Board Members serve on any of these boards.

Adjournment

With no further business, Alderman Brown moved, seconded by Alderman Caldwell, to adjourn the meeting at 8:00 p.m. The motion carried unanimously.

Phyllis R. McClure
Town Clerk

Henry B. Foy
Mayor