

REGULAR MEETING  
BOARD OF ALDERMEN  
TOWN OF WAYNESVILLE  
TOWN HALL – 9 SOUTH MAIN STREET  
JULY 27, 2010  
TUESDAY – 7:00 P. M.

The Board of Aldermen of the Town of Waynesville held a regular meeting on Tuesday, July 27, 2010. Members present were Mayor Gavin Brown, Aldermen Gary Caldwell, Libba Feichter, J. Wells Greeley and LeRoy Roberson. Also present were Town Manager A. Lee Galloway, Assistant Town Manager Alison Melnikova, Town Clerk Phyllis McClure and Town Attorney Woodrow Griffin. Mayor Brown called the meeting to order at 7:00 p.m.

Approval of Minutes of July 13, 2010

Alderman Roberson moved, seconded by Alderman Caldwell, to approve the minutes of the July 13, 2010 meeting as presented. The motion carried unanimously.

Public Hearing Code of Ordinances Regarding Unsafe Buildings  
Amendment to Add Section 10-161 Enforcement

In recent months, the Town's Inspectors and Code Enforcement Departments have encountered several challenges in the enforcement of the ordinances pertaining to Unsafe Buildings. A review of the State Statutes indicated that amendments were needed to the Town's ordinances so that the enforcement procedure was in line with the enforcement procedure authorized by the State Statutes. In order to be in compliance, the Town Attorney has recommended that the Board adopt "Section 10-161. Enforcement" for incorporation in the Town Code.

Attorney Griffin said the changes made by the Legislature have shortened a once lengthy process. Once these changes were made, it was felt that they should be incorporated into the Town Code of Ordinances, giving the Town the ability to address unsafe structures and move more quickly to address these problems.

Attorney Griffin opened the public hearing. No one spoke; Attorney Griffin closed the public hearing.

Alderman Roberson moved, seconded by Alderman Feichter, to amend the Town Code by adding Section 10-161 Enforcement. The motion carried unanimously. (Ord. No. 10-10)

Skateboard Park Design Presentation Hays Hitzing of Spohn-Ranch

In the early part of the year, the Town Board authorized a contract with Spohn-Ranch Inc., a company that designs skate board parks throughout the nation. Over the course of the past few months, Mr. Hays Hitzing has worked with a wide range of individuals who have participated in several public meetings and webinars on the design of the skate park with a proposed location along Vance Street where the horse show grounds were formerly located. Following a

presentation earlier this month, it was recommended that Mr. Hitzing make his presentation to the Town Board to get the reaction and input from the elected officials.

The public presentation of the plan scheduled for Monday, July 26 was cancelled. Once the presentation has been rescheduled, the public will be invited to review the proposal that will be presented to the Town Board at a later time. Hopefully, the skaters, parents and others who have participated in the planning meetings up until this point will attend the rescheduled meeting as well as the Board meeting, when Mr. Hitzing will present the proposed design to the Town Board. No action was necessary.

#### Proposed Amendment to Code of Ordinances - Add Loading Zones on Miller Street

With the arrival of summer, the Police Department has renewed a more intensive enforcement of the Town's parking regulations. In the course of their work, they noted that there are three loading zones that have been marked on the section of Miller Street between North Main Street and Montgomery Streets.

As they issue citations for parking violations, the Police Department is supposed to refer to the specific section of the Town Ordinances that make that parking illegal. In following this process, a specific ordinance making it a violation to park in a loading zone on Miller Street could not be found. As a result, town staff presented a request to the Town Board to amend the Code of Ordinances, Section 54-144, designating the three spaces as loading zones and making it a violation to park in those spaces.

Alderman Greeley moved, seconded by Alderman Feichter, to amend the Town's Code Section 54-144 by designating the three spaces on Miller Street as loading zones. The motion carried unanimously. (Ord. No. 11-10)

#### Consideration of Appointment Public Art Commission

There have been several recent resignations and new appointments to the Public Art Commission. There still remains one vacancy on this Commission, and the Town has received an application from Ms. Sarah Jane League for consideration of the Board in making this appointment.

This particular vacancy came about when Dr. Mike Gillespie opted not to seek reappointment when his term expired on May 31, 2010.

Alderman Caldwell moved, seconded by Alderman Roberson, to appoint Sarah Jane League to serve the unexpired term on the Public Art Commission. This four year term extends to May 31, 2010. The motion carried unanimously.

#### Proclamation World Alzheimer's Day – September 21, 2010

Dr. Gordon Goodgame presented a proposed Proclamation seeking the approval of the Town Board to declare September 21, 2010, as World Alzheimer's Day in the Town of Waynesville.

In connection with the Proclamation, a group has organized to conduct its annual effort to raise funds to seek medical advances in the treatment and cure of this disease. That event will be the Haywood County Memory Walk at Lake Junaluska and will be held on Sunday, October 3, 2010.

Alderman Feichter moved, seconded by Alderman Greeley, to approve the proclamation as presented regarding World Alzheimer's Day on September 21, 2010. The motion carried unanimously.

#### Flexible Benefits Program Health Savings Account

For a number of years, the Town of Waynesville has provided a Flexible Benefits Program to its employees. Under this program, an employee may authorize a payroll deduction to fund a variety of items – eye glasses/contacts, life insurance, and a health savings account, just to note a few. The advantage for many of these programs is that an employee may fund them through pre-tax dollars, experiencing a savings in that regard.

Under the Health Savings Account program, the Town has always used a third party administrator. Through that system, the employee funds the program through their payroll deductions, but the third party administrator issues payment on behalf of the employee.

Manager Galloway said the firm contracted with to administer all of the Flexible Benefits Programs was planning to switch to a different third party administrator. The new administrator wants to have approval of the Town to issue checks from an account in the Town's name. Finance Director Eddie Caldwell and Manager Galloway felt a degree of discomfort with such a proposal and asked Human Resources Director Margaret Langston to approach the firm that administers the program to see what other options are available.

Other options have been presented and an acceptable solution has now been reached. As it now stands, Manager Galloway said he is now comfortable with recommending the proposal to the Mayor and Town Board.

Alderman Feichter moved, seconded by Alderman Greeley, to adopt the resolution as presented regarding the Flexible Benefits Program Health Savings Account for the Town of Waynesville. The motion carried unanimously. (Res. No. 7-10)

#### Update Regarding Hazelwood Office Renovations/Police Department Repairs/Fire Department Repairs

Hazelwood Renovations - Manager Galloway said renovations are close to being completed in the Hazelwood building and furniture is scheduled to be delivered on Monday, August 2. The Finance Department is scheduled to be closed on August 20 in order to move into their new offices with plans to open at the new location on Monday, August 23<sup>rd</sup>. Manager Galloway commended Assistant Town Manager Alison Melnikova for dealing with the contractors on this project. Ms. Melnikova added that although there have been some miscellaneous change orders, the project is still under budget.

Police Department Building - Manager Galloway said there have been some plumbing problems in the Police Department since the building was finished. Bolten Plumbing has located two

sections of sewer line that are flat and will need to be replaced. The line is under warranty and the contractor will have to remove the concrete floor in order to repair the line. Town staff is working with Leicester Carpet for replacement flooring options.

Fire Station I Building – There have been some issues with the roof on the Fire Station I building and meetings are ongoing with the engineer and construction manager. They are convinced that the holes drilled in the roof trusses were too large for the bolts that were installed, causing a shift in the roof. Several options are being evaluated.

#### Draft Code of Ethics Policy

Assistant Manager Alison Melnikova distributed a draft Code of Ethics Policy for the Board to consider. All board members have attended the Ethics Training and a policy will need to be adopted before January 2011. Town Manager Lee Galloway and Assistant Town Manager Alison Melnikova prepared the draft policy based on the example developed by The School of Government.

#### Adjournment

With no further business, it was the consensus of the board to adjourn the meeting at 7:44 p.m. The motion carried unanimously.

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Phyllis R. McClure  
Town Clerk

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Gavin A. Brown  
Mayor