

REGULAR MEETING  
TOWN OF WAYNESVILLE  
BOARD OF ALDERMEN  
TOWN HALL - 9 SOUTH MAIN STREET  
MAY 24, 2011  
TUESDAY - 7:00 P.M.

The Board of Aldermen of the Town of Waynesville held a regular meeting on Tuesday, May 24, 2011. Members present were Mayor Gavin Brown, Aldermen Gary Caldwell, J. Wells Greeley and LeRoy Roberson. Absent was Alderman Libba Feichter. 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 May 10, 13 and 16, 2011

Alderman Caldwell moved, seconded by Alderman Roberson, to approve the minutes of the May 10, 13 and 16, 2011 meetings as presented. The motion carried unanimously.

Sarge's Animal Rescue Foundation - 6<sup>th</sup> Annual Downtown Dog Walk

A letter was received from Jamie Powell, Executive Director of SARGE'S, seeking the Town Board's approval of the 6<sup>th</sup> Annual Downtown Dog Walk on Saturday, August 6, 2011.

Registration for the event will begin at 9:15 a.m. on the Court House lawn and the walk will begin at 10:00 a.m. The route for walkers and their dogs will be from the Court House to Depot Street, Montgomery Street, Church Street, Main Street and back to the Court House. Main Street will be blocked for the few minutes it takes to walk from Church Street to the Court House. Haywood County has approved the use of the Court House lawn and immediate area. The Waynesville Police Department will redirect traffic during the walk. Following the walk, contests will be held for the dogs and their owners. This walk is a fundraising effort to assist Sarge's in saving as many animals as possible from euthanasia from the Haywood County animal control facility.

Manager Galloway said this organization has worked well with the Waynesville Police Department during each of the previous Dog Walks, and it is felt that will be the case this year. Town staff recommended that the request be approved.

Alderman Greeley moved, seconded by Alderman Roberson, to approve the request by Sarge's Animal Rescue Foundation as presented. The motion carried unanimously.

Haywood County Facilities Director Dale Burris Regarding Fairground Project

A letter was received from Haywood County Facilities Director Dale Burris. Mr. Burris attended the meeting to request an adjustment in the capacity fees which the Town charges for

connections to the sewer system. The facility (Building A3.0) has a toilet fixture count of fourteen (14) toilets. The calculated capacity fees are estimated to be \$24,000. Haywood County is willing to pay the Town of Waynesville for the wastewater tap fee in the amount of \$1,500 and will provide equipment with operator to open and close the ditch where the tap will be installed. The associated work with opening and closing of the ditch will be provided by B. Allen Construction, the contractor on site. The existing six-inch wastewater line that was installed when the building was constructed should have carried the waste, but due to the limited use of the restroom facility and the elevation, the wastewater line would be basically flat, with less than 1/8" drop per foot. With this elevation, the line would become stopped continuously with paper products. Mr. Burris said one of the facilities on the west side is connected to the Junaluska Sanitary District's sewer. The connection being requested would tie in at a manhole at the bottom of the road leading to the building. The line would continue around 340 feet with a cleanout placed every 100 feet.

Mr. Burris invited the Board to attend the grand opening of the new portion of the facilities which will be planned after the scheduled completion date of June 10. Mayor Brown said it is good to work with Haywood County and the Haywood County Fairgrounds Committee to help with this project.

Alderman Caldwell moved, seconded by Alderman Roberson, to waive the capacity fees for the Haywood County Fairgrounds project as requested. The motion carried unanimously.

#### Appointments/Reappointments - Board of Adjustment

At the Board meeting of May 10, the matter of appointments of the Board of Adjustment was discussed. At that time, it was announced that long time member and Chairman, Mike Erwin, had asked not to be reappointed as he is now living in Andrews.

The Board members were also considering the reappointment of Stephanie Welch Strickland as an Alternate Member on this Board. It was suggested that town staff approach Ms. Strickland to see if she might be interested in the appointment as a Regular Member to replace Mr. Erwin. Ms. Strickland has indicated a desire to serve as a regular member.

With the adoption of the newly revised Land Development Standards, the composition of the Board of Adjustment has now changed. There will now be four regular members residing inside the corporate limits that are appointed by the Board of Aldermen and one regular member representing the one mile extraterritorial jurisdiction appointed by the Haywood County Commissioners.

The Board has the following appointments/reappointments to consider:

Regular Member:	Mack Noland's Term	3 years ending 05/31/2014
	Mike Erwin's Term	3 years ending 05/31/2012
Alternate Member:	Stephanie Strickland	3 years ending 05/13/2014

Alderman Greeley moved, seconded by Alderman Caldwell, to appoint Stephanie Strickland as a regular member to fill the unexpired term of Mike Erwin, which ends 05/31/2012. Alderman Greeley moved, seconded by Alderman Caldwell, to amend the motion to add the reappointment of Mack Noland to serve another three-year term to expire 05/31/2014. The motion carried unanimously.

#### Award of Bids Municipal Building Renovations

On Wednesday, May 11, 2011, bids were opened on the renovations to the Waynesville Municipal Building. Six firms picked up the bid package and showed an interest in submitting a proposal, but only two firms submitted bids. The bids were received as follows:

Clark & Leatherwood	No bid received
Hart Restoration	No bid received
Jayco Construction	\$88,000.00
John Burgin Construction	No bid received
RPF Construction	No bid received
Strickland Water Proofing	\$78,750.00
Parapet Masonry - North Side	\$ 3,750.00

The low bid comes from Strickland Water Proofing of Charlotte, North Carolina. The consulting engineer, William Wescott, is familiar with this firm and was pleased to see that they submitted a proposal. The bid from Strickland Water Proofing for the work specified in the Request for Bids was in the amount of \$78,750. With the endorsement of Mr. Wescott, it is the recommendation of town staff that the proposal of Strickland Water Proofing be accepted in the amount of \$78,750.

During the inspection of the building, Strickland saw some issues on the parapet of the north side of the building and submitted a cost estimate of \$3,750 for those repairs. Town staff has indicated a desire to take a look at all portions of the parapet to be sure that both the parapet and the membrane roof attachment to the parapet are in good order. If they are not and are in need of repair, the additional work can be done by Strickland Water Proofing at the time they are performing other work on the building.

Manager Galloway said the work involved in this project is primarily for exterior work. All of the windows will be checked and repaired. The drive-thru window will be removed and a window as near identical as possible will be manufactured and installed in the area of the drive-thru window where an original window was removed years ago. If the repairs require the installation of new wood around the windows, the new wood will be primed and painted on the inside of the window. All windows, once repaired, will be painted on the exterior side. The work also includes scraping and repainting the back of the building and any non-masonry portions of the structure. The work includes the removal and replacement of the stucco on the back of the building, mostly along the basement and annex exterior wall. There will also be some brickwork where the drive-thru window is located, with the brick chosen to match the rest of the building's brick. After the contractor mobilizes, it is anticipated that the work on the building will likely take 4 to 5 months, with completion during early fall.

Alderman Greeley moved, seconded by Alderman Roberson, to award the bid to the recommended low bidder, Strickland Water Proofing in the amount of \$78,750. The motion carried unanimously. (Cont. No. 6-11)

#### Use of Capital Project Funds for Renovation

With the approval of the work on the Municipal Building, Manager Galloway asked the Board to approve the use of the Capital Project Fund to pay the \$78,750 estimated cost of the work. He added that next month, when Finance Director Eddie Caldwell presents budget amendments to the Board, he can include a formal budget for the Capital Project Fund which would include the renovations to the Municipal Building as well as the new roof on the Recreation Center which the Board approved earlier this year.

Alderman Roberson moved, seconded by Alderman Greeley, to authorize the \$78,750 from the Capital Project Funds for the Municipal Building renovation. The motion carried unanimously.

#### Update on Health Insurance

Manager Galloway said work has continued on working through the issues of health insurance. Quotes have been received from the N. C. League of Municipalities and Well Path. Some changes have also been proposed through Blue Cross/Blue Shield, the Town's current health insurance provider to: add an additional \$5 per prescription; reduce generic prescriptions to \$4/prescription; increase the deductible to \$300 for emergency room visits; and move the life insurance from NCLM to BCBS. These changes could reduce the yearly cost for the town by \$116,000.

Manager Galloway said the proposed Fiscal Year 2011-2012 Budget is available for review and the public hearing is scheduled for June 14. Alderman Caldwell distributed copies of the proposed list of contributions for the Board to review prior to the public hearing. The list of contributions totals \$100,000. Alderman Greeley said he has reviewed the proposed budget and is amazed at what Waynesville is able to do during these tough economic times, adding that he feels this is possible because of the good management of the Town Manager and Department Heads.

#### Parking at Armory

The offices of Parks/Recreation Maintenance and Horticulture have moved into the Armory. With programs scheduled at the Armory, employee parking and the addition of these new offices, parking sometimes is a challenge. There was discussion about the possibility of creating additional parking for this building and parking for the businesses in Frog Level. Alderman Caldwell said some of the empty buildings in Frog Level are now being occupied. Several years ago, Waynesville made an attempt to purchase the property located beside the Armory. Real Estate Agent Carroll Mease represented the adjacent property owner in these discussions but an agreement was unable to be reached. The Board felt that it would be worthwhile to once again look at the possibility of purchasing this property. Mayor Brown asked town staff to look into the possibility of purchasing the property located beside the Armory.

Adjournment

With no further business, Alderman Greeley moved, seconded by Alderman Roberson, to adjourn the meeting at 7:38 p.m. The motion carried unanimously.

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Phyllis R. McClure  
Town Clerk

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Gavin A. Brown  
Mayor