

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**REGULAR MEETING**  
**December 8, 2015**

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**THE WAYNESVILLE BOARD OF ALDERMEN** held a regular meeting on Tuesday, December 8, 2015 at 6:30 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

**A. CALL TO ORDER**

Mayor Brown called the meeting to order at 6:30 p.m. with the following members present:

Mayor Gavin Brown  
Alderman Gary Caldwell  
Alderman Julia Freeman  
Alderman J. Wells Greeley  
Alderman LeRoy Roberson

The following staff members were present:

Marcy Onieal, Town Manager  
Woodrow Griffin, Town Attorney  
Amie Owens, Town Clerk

The following media representatives were present:

Mary Ann Enloe, the Mountaineer  
Becky Johnson, Smoky Mountain News

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting.

Mayor Brown asked Manager Onieal to update regarding calendar events. Manager Onieal called attention to several upcoming events including:

- December 11 – Employee Appreciation Luncheon at the Lambuth Inn - 11:30 a.m.
- December 12 – Annual Firefighters Dinner at Fire Station 1 – 6:00 p.m.
- January 8 & 9, 2016 – LeaderShop – Municipal Elected Officials workshop – Hickory, NC
- January 16 - 18– Martin Luther King, Jr. Celebration Weekend – multiple events

Manager Onieal noted that additional events that had been added since the last meeting were highlighted in yellow on the calendar.

2. Adoption of Minutes

*Alderman Freeman made a motion, seconded by Alderman Caldwell, to approve the minutes of the November 10, 2015 regular meeting and the minutes of the November 10, 2015 closed session, as presented. The motion carried unanimously.*

**B. CONCLUSION OF UNFINISHED BUSINESS BY THE CURRENTLY SEATED BOARD**

3. Disclosure of Payments

Manager Onieal explained that small local governments (less than 15,000 population) could contract with a member of the governing board, but only under very specific statutorily defined procedures. She noted the distribution of the statute with the agenda packet and part of the procedure being the annual disclosure of payments involving aldermen with a financial interest in business being done with the Town. Three meetings were held at the Wells Event Center since the previous report for Fiscal Year 2014-15. While there was no direct payment to Alderman Greeley, as the owner of the establishment, he would have benefitted from such payment and disclosure of the payment is being provided. The total cost for the three meetings was \$993.96. Manager Onieal added that such payments are required to be updated quarterly and posted; they are to remain posted for one year.

No action was required for this agenda item as it was a term-ending report.

**C. COMMUNICATIONS FROM STAFF**

4. Town Manager – Marcy Onieal

Manager Onieal explained that the regular year-ending reports would be provided in January, but she wanted to provide a term-end report to illustrate what had occurred during the seated board's tenure. She began by noting this was a period of significant accomplishment and that the members should give themselves a pat on the back. Manager Onieal expressed that this was a period of high activity and productivity, and that the board had an eye toward the future and doing what was best for the town as a whole. She noted that many peers have marveled at and commented about the number of activities. This has been challenging and exhausting, but exhilarating, and laid the groundwork for operating in a 21st century environment.

Manager Onieal noted that when she began working for the town in 2012, Waynesville was suffering from the economic recession. During the past four years, the town suffered from legislative determinations and loss of revenue from multiple sources equaling \$1.2 million; no growth in the property tax base; sweepstakes machines eliminated, business privilege license tax was repealed; county subsidy and transfer fees were discontinued; Powell bill funding was lowered; and all grant programs either dried up or were diverted. While a bit of marginally good news for the county was a move to a tier 2, it made the town ineligible to receive grant funding. After 8 years, Waynesville is just now to seeing revenues back to the 2007 levels.

Manager Onieal added that over same term, there had been significant cost increases: the cost of energy and healthcare. Employees had suffered through this environment, with no pay increases. Manager Onieal asked those present to consider the senior leaders and what was going through their heads – facing those conditions and still being asked to move into the 21st century with technological advances, improving relationships and engagement with the business and development community with a focus on revitalizing Frog Level and Hazelwood. Other large projects including negotiating a new agreement with wholesale power; preparing for the annexation of LJA with the Town of Waynesville, along with the retirement of several long-time leaders and to do all of these things in a poor economy. Manager Onieal noted that this was a tremendous challenge.

Manager Onieal commented that support and tremendous talent and drive, together the board and staff have accomplished some large things in this term. She provided some examples from various operating areas including:

- Recreation
  - New skate park built
  - Renovated Vance Street restrooms and beautified parking area
  - Resurfaced tennis courts
  - Added a new sauna
  - Initiated new programs
  - Engaged with additional partners
  - Seeking national accreditation through CAPRA
  
- Public Services
  - New division Asset Services created
  - In-house capital construction crew for smaller jobs implemented
  - Improvements in fleet management and inside facility management
  - Retooled some processes in the electric division
  - Complete GIS mapping of utility systems
  
- Human Resources
  - Implemented employee evaluation program utilizing NeoGov
  - Rolled out employee wellness program – Manager Onieal noted her own weight loss success during the program to much applause from the audience.
  - Stabilized insurance costs/plan and maintained high level of benefit
  - Creative financing and with local pharmacies to better impact pharmacy costs
  - Actively involved in Career Track program and helped to get approved the largest salary adjustments for staff
  
- Fire Department
  - Replaced one fire engine
  - Completed a comprehensive drill and emergency preparation

Manager Onieal commented that the Fire Department does yeomen’s work with a small department and a cast of talented volunteers. She applauded their efforts as did the board.

- Police Department
  - Implemented assigned vehicle program
  - Successful SRT and K-9 units
  - Hosted four (4) Civilian Police Academies and continue to utilize volunteers who supplement police presence at events and activities
  - Collectively gave over 300 presentations regarding drug awareness
  
- Town-wide
  - Transitioned to cloud computing including more robust IT infrastructure, social media and website presence
  - Legislative progress including revision of Sign Ordinance and implementation of the Tobacco Ordinance

Manager Onieal concluded by reiterating that this has been a very full term but that she is looking forward to the next term with new board and the opportunity to partner together. She thanked the board for their guidance and the community for their support.

Mayor Brown thanked Manager Onieal for the overview and acknowledged that collectively, there was a great deal of experience on the board. He echoed his pride in the accomplishments and what has been done with this support.

5. Town Attorney

Town Attorney Woody Griffin had nothing to report.

**D. RECOGNITION OF SERVICE OF OUTGOING BOARD MEMBER – J. WELLS GREELEY**

Mayor Brown read aloud a proclamation in honor of J. Wells Greeley. He added that Alderman Greeley was a true supporter of the town and had served as a mentor and brought much experience to this board.

***Alderman Caldwell made a motion, seconded by Alderman Roberson to include the proclamation as part of the minutes of the Board of Aldermen for the December 8, 2015 meeting. The motion carried unanimously.***

Mr. Greeley asked to make a few remarks. He thanked his wife, Kathy, for her indulgence in allowing him to serve the town and his staff for allowing him the ability to take care of town business while they covered his other business. Mr. Greeley thanked the Mayor and the Board for the good times they had even through difficult decision making processes. He thanked the board and manager for their leadership. Mr. Greeley added that he would be remiss if he did not thank the employees – those who take care of power outages, the fire department and police department who keep us safe; and all of the staff who keep the town moving. He acknowledged those who put their names up for election and encouraged those who did not win this time to not give up; to continue to serve your community and encouraged them to see what needs to be done. He thanked the citizens of Waynesville as he was honored to fill the vacancy of Kenneth Moore, honored to serve as the Mayor Pro Tem for the past four years. We as the town board can only be as good as the citizens want us to be, it

is important to have crowds at the meetings. Always be involved and do not hesitate to give advice to better the town.

As his parting comments Mr. Greeley said he was moving into another season of life and realized jokingly that he would have to pay a membership fee at the Recreation Center in the morning. He calmly said Thank You for this great learning experience.

Mayor Brown commented that Mr. Greeley had been a wonderful civic servant and would be missed. Mr. Greeley was presented with a plaque and his nameplate. The audience gave Mr. Greeley a standing ovation as he left the dais.

## **E. ORGANIZATION OF NEW BOARD (2015 – 2019 TERM)**

### 6. Administration of Oaths of Office

June L. Ray, Clerk of Court, Haywood County administered the Oaths of Office for Mayor Gavin Brown and Aldermen Gary Caldwell, Jon Feichter, Julia Boyd Freeman and LeRoy Roberson.

### 7. Appointment of Mayor Pro Tem

***Alderman Freeman made a motion, seconded by Alderman Feichter to appoint Gary Caldwell, in keeping with the tradition of nominating the candidate who achieved the highest total number of votes in the last municipal election, to serve as the mayor pro tem of the Waynesville Board of Aldermen. The motion carried unanimously.***

### 8. Appointments to Land of Sky Metropolitan Planning Organization (MPO) Transportation Advisory Council (TAC)

***Mayor Brown made a motion, seconded by Alderman Caldwell to appoint LeRoy Roberson as the Town of Waynesville's voting representative to the FBRMPO-TAC. The motion carried unanimously.***

### 9. Appointment to Haywood County Economic Development Council

***Alderman Feichter made a motion, seconded by Alderman Roberson to acknowledge Mayor Gavin Brown as the Town of Waynesville's voting representative to the Haywood County Economic Development Commission; and to appoint the Town Manager as an alternate voting representative. The motion carried unanimously.***

10. Adoption of Regular Board Meeting Schedule for 2016

***Alderman Freeman made a motion, seconded by Alderman Roberson to adopt the regular board meeting schedule for 2016 as presented with meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays each month at 6:30 p.m. in the board room of Town Hall, 9 S. Main Street, except as otherwise noted. The motion carried unanimously.***

F. **NEW BUSINESS**

11. Affirmation of Appointments of Town Manager and Town Attorney

Mayor Brown noted that this agenda item was being tabled and continued to the next item.

12. Appointments to Boards and Commissions

a. Planning Board - one (1) vacancy (term ends 06-30-2016)

Mayor Brown noted that with the election of Alderman Feichter, he had to vacate his position on the Planning Board leaving the remainder of his term to be filled. One application was received from Anthony Sutton to fill this unexpired term.

***Alderman Feichter made a motion, seconded by Alderman Roberson to appoint Anthony Sutton to the Planning Board to fill an unexpired term ending June 30, 2016, as presented. The motion carried unanimously.***

b. Historic Preservation Commission – one (1) vacancy (term ends 6-30-2018)

Mayor Brown noted that with the death of former Mayor Henry Foy, there was one vacancy on the Historic Preservation Commission. One application was received from Alex McKay.

***Alderman Caldwell made a motion, seconded by Alderman Roberson to appoint Alex McKay to the Historic Preservation Commission to fill a three-year term ending June 30, 2018, as presented. The motion carried unanimously.***

c. Haywood Tourism Development Authority 1% Sub-Committee for 28785/86 Zip Code – five (5) vacancies (term ends 12-31-2017)

Mayor Brown noted that there were five vacancies for the Haywood County TDA and all current members were contacted and amenable to and eligible for reappointment. Current members are: Katie Eason Hughes, Deb Isenberg, John Keith and Mindy Wood. There is a need to nominate one additional member for this committee. One individual has been recommended for the open fifth position; however, since she has not accepted, this position will remain open until confirmation for appointment is received.

*Alderman Feichter made a motion, seconded by Alderman Freeman to recommend to the Haywood County TDA and Haywood County Board of Commissioners the re-appointment of Katie Eason Hughes, Deb Isenberg, John Keith and Mindy Wood to the TDA 1% sub-committee for the 28785/28786 Zip Code for a two-year term ending December 31, 2017. The motion carried unanimously.*

**G. COMMUNICATIONS FROM MAYOR & BOARD OF ALDERMEN**

Mayor Brown again thanked Wells Greeley for his service and invited those in attendance to a reception in the lobby area.

**H. CALL ON THE AUDIENCE**

No one addressed the board.

**I. ADJOURN**

*There being no further business to discuss, Alderman Caldwell made a motion, seconded by Alderman Roberson, to adjourn the meeting at 7:09 p.m. The motion carried unanimously.*

ATTEST

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Gavin A. Brown, Mayor

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Marcia D. Onieal, Town Manager

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Amanda W. Owens, Town Clerk