

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
April 24, 2018**

THE WAYNESVILLE BOARD OF ALDERMEN held its regular meeting on Tuesday, April 24, 2018, at 6:30 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

A. CALL TO ORDER

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

Mayor Gavin Brown
Mayor Pro Tem Gary Caldwell
Alderman Julia Freeman
Alderman Jon Feichter
Alderman LeRoy Roberson

The following staff members were present:

Rob Hites, Town Manager
Bill Cannon, Town Attorney
Amie Owens, Assistant Town Manager
Eddie Ward, Town Clerk
Elizabeth Teague, Development Services Director
Brian Beck, Captain Police Department

The following media representatives were present:

Becky Johnson, Mountaineer Newspaper

1. Calendar/Announcements

Mayor Brown welcomed everyone and reminded the Board of the following events on the calendar:

- Wednesday April 25 – 4:00 – Ribbon Cutting for Animal Shelter – Haywood County
- Wednesday April 25 – 5:30 – “Me Too” Rally – Haywood County Courthouse
- Thursday April 26 – 3:00 – Mountain Projects Ribbon Cutting
- Sunday April 28 – 1:00 - Hazelwood Mini Park Dedication
- Thursday May 3 – Historic Preservation Speaker Series – History of Main Street – Presented by Alex McKay – 4:00 pm – Town Hall Board Room
- Friday May 4 – Art After Dark – Main Street – 5:00 – 9:00 pm
- Saturday May 5 – Gateway to the Smokies Half Marathon – Main Street – 7:30 am – 12:00 pm
- Sunday May 6 – Ramp Festival – American Legion

2. Adoption of Minutes

Alderman Gary Caldwell made a motion, seconded by Alderman Jon Feichter, to approve the minutes of the April 10, 2018 regular meeting as presented. The motion carried unanimously.

B. PRESENTATION

3. Municipal Clerks Week Resolution

Mayor Brown read the Resolution for Municipal Clerks week which is May 6 through May 12, 2018. He expressed his appreciation to Town Clerk Eddie Ward for her service and dedication to the Town of Waynesville.

4. Awarding of Badge and Service Side Arm to retiring Sergeant Keith Moore

- Captain Brian Beck

Mayor Brown congratulated retiring Police Sergeant Keith Moore and read the Resolution awarding Badge and Service Sidearm. Captain Beck expressed his congratulations to Sergeant Moore and thanked him for his dedicated service from December 29, 1996 to March 18, 2018. Sergeant Moore thanked the Town employees and Board.

5. Shining Rock Academy School Resource Officer

- Captain Brian Beck

Captain Beck said Chief Hollingsed was contacted by a representative of the Shining Rock Academy in reference to them providing funding for a School Resource Officer (SRO). Currently, we are reimbursed \$49,113.00 per year by the Haywood County Schools for our SRO at the Waynesville Middle School. That SRO is a ten month employee. Normally, the SRO has enough Comp Hours built up due to sporting events, special functions, dances etc., that he must take off the majority of the summer to use his accumulated Comp Time. We also supply a vehicle for the WMS SRO.

The Shining Rock Academy has advised that they would also like to fund a ten month SRO. They have \$52,000.00 budgeted for this position. They would also like to purchase a Patrol Vehicle that is scheduled for rotation out of the fleet for use by the SRO. This vehicle would obviously accumulate very few miles, due to there being no "away games" or other functions that would require travel miles. Due to the fact that there are no athletic events or other functions that the Shining Rock SRO would be committed to attending, there would not be the large amount of Comp Time that would need to be utilized each summer. Therefore, the department could utilize this Officer for other functions during the summer months.

Captain Beck said that the Town currently spends time each morning at the Shining Rock Campus to provide traffic control during student drop-off hours. The Town also provides random Patrols during the day and traffic control in the afternoon when calls permit. This SRO position would alleviate those duties and allow the Patrol Officer assigned to that zone to conduct other Patrol duties.

Chief Hollingsed would like to recommend that we provide the SRO to Shining Rock Academy based on the \$52,000.00 figure that the school provided. He also recommends a three year contract be agreed upon with a built in COLA attached that corresponds to whatever COLA might be granted by the Board during those years.

A motion was made by Alderman Gary Caldwell seconded, by Alderman Julia Freeman, to approve Amendment No 9 to the 2017-2018 Budget Ordinance for 10,400.00 to provide a new school resource officer for the last two months of the school year, and a three year contract with a built in COLA that corresponds to the COLA that might be granted by the Board for Shining Rock Academy based on the \$52,000.00 figure provided by the school. The motion passed unanimously.

C. PUBLIC HEARING

6. Closing a portion of right-of-way of Railroad Street within PIN 8605-71-1498

- Elizabeth Teague, Development Services Director

Ms. Teague told the Board that the Town had received a petition from a representative of Southern Concrete, the adjacent property owners, to close a portion of the 120 Railroad Street right of way Pursuant to State Statutes. The Board adopted a Resolution of Intent to Close the Right-of-Way on March 27, 201 and has posted and provided public notice since that time.

Ms. Teague explained that the purpose of the closure is because Southern Concrete has purchased the property and is bringing in a driveway off of a new railroad crossing across the public Right-of-Way. This means that the Town has no reason to claim it and encumber any future land issues with Southern Concrete.

Ms. Teague said Staff recommends adoption of the Resolution to Close this portion of Railroad Street while retaining utility rights.

Town Attorney Bill Cannon opened the Public Hearing at 6:38 pm and asked if anyone wished to speak.

**Bruce McGovern
56 Railroad Street
Waynesville, NC**

Mr. McGovern asked how the closing of the Right-of-Way would impact traffic in the area. Ms. Teague explained that when the Right-of-Way is closed, it will disconnect from the rest of Railroad Street, and there will be no traffic from Southern Concrete on Railroad Street.

**David Messer
94 Railroad Street
Waynesville, NC**

Mr. Messer asked several questions concerning sewer and water problems at 94 Railroad Street. Manager Hites said these concerns would be looked into.

**Jason Greene
Southern Concrete**

Mr. Greene stated that the main goal of closing this Right-of-Way on Railroad Street is for a safety issue.

Town Attorney Cannon closed the Public Hearing at 6:43 pm.

A motion was made by Alderman Julia Freeman, seconded by Alderman LeRoy Roberson to adopt the Resolution to Close the right-of-way of Railroad Street within PIN 8605-71-1498. The motion passed unanimously.

D. NEW BUSINESS

7. Downtown Streetscape Improvements

- Elizabeth Teague, Development Services Director

Ms. Teague said in response to DWA representatives, Town staff sought ideas and proposals for consultants to facilitate and develop updates to the Streetscape of Main Street and improvements to Wall Street. She indicated that Staff had received two proposals, one from Equinox Environmental at a cost of \$15,431.00, and one from Nelson, Byrd, and Woltz at a cost of \$12,000.00. Nelson, Byrd, and Woltz is the recommended Landscape Architect from staff.

This proposal entails the entire MSD area, and they would like to facilitate discussion to look at updating the downtown area, plantings, better storm water treatments, and looking at street furnishings. Streetscape elements, such as water fountains, benches, and signage is included in the proposal. Ms. Teague said that hopefully this will lead to connections and development in Frog Level and Wall Street.

A motion was made by Alderman Jon Feichter, seconded by Alderman LeRoy Roberson, to direct staff to proceed with a consultant for an initial proposal at a cost of \$12,000.00 to assist the Town and DWA with the MSD area. The motion passed unanimously.

8. Special Events Applications

- Amie Owens, Assistant Town Manager

Ms. Owens said that requests were received for three (3) upcoming events in the Town of Waynesville. The Special Events Committee has reviewed the applications, discussed any concerns noted and spoken with event organizers to seek out solutions.

Last Shot Fired – May 11 and 12 – Civil War re-enactors will be camping at Sulphur Springs Park and holding mock battles with some musket fire via blanks. This is the third year for the event. The re-enactors will march to Green Hill Cemetery on May 12 to hold a 21-gun salute. Organizers have obtained the necessary permit from the Police Department. There will be no salute if there is a funeral occurring at the scheduled time of the firing. Notification will be provided via the Everbridge network of the possible gunfire sounds as the Whole Bloomin’ Thing will be occurring at the same time.

Walk to End Elder Abuse – June 15 – this is the third year for this event to be downtown utilizing the sidewalks for the walk. The event begins at the Historic Courthouse and most of the event will be on the courthouse lawn. Civilian Police Volunteers have assisted with this event to ensure that crossings are safe at Church Street and Depot Streets. This event begins at 6:00 p.m. There were no concerns about this event.

Sarge's 13th Annual Downtown Dog Walk – August 4 – this is a traditional event for the first Saturday in August. The Waynesville Police Department provides a car at the front and the rear of the parade and participants make one loop through town and events are held on the courthouse lawn. There were no concerns about this event.

A motion was made by Alderman Gary Caldwell, seconded by Alderman Julia Freeman, to approve the special events permit applications and direct Town Manager to execute special events permits, as presented. The motion passed unanimously.

F. COMMUNICATIONS FROM STAFF

9. Manager's Report – Town Manager Rob Hites

Request by Haywood County to partner in Old Hospital Residential Conversion Project

Manager Hites told the Board that Haywood County has contracted with Landmark Asset Services Inc. to submit a proposal to the NC Housing Finance Agency for tax credits that are essential for the conversion of the Old Hospital into residential rental units for low to moderate income lessees. The County has asked the Town to reaffirm its commitment to provide public improvements and grants to the project that would help it score high enough to be approved for such tax credits.

In a May 9, 2016 letter the Town agreed to:

- Waive the permitting and tap fees in an amount not to exceed \$7,230.
- Provide the necessary water and sewer lines to the master meter in an amount not to exceed \$58,000.
- Construct sidewalks to meet the Town Code of Ordinances in an amount not to exceed \$106,842.

The NC General Statutes permit a municipality to make grants to aide in providing low to moderate income housing. The statutes empower housing authorities to carry out their programs provide the statutory basis for towns providing grants and other public services (GS 157-9 (a)). While municipalities may not “waive” utility fees or rates they may make grants to low to moderate income projects to fund such fees. Towns may provide public improvements in their own rights of way in aide of low to moderate income housing projects.

Manager Hites said should the Board of Aldermen wish to re-affirm their support for conversion of the Old Hospital to housing for low to moderate income folks they would move to offer the services and grants described above with the exception that the Town would “Provide a grant to cover the permitting and tap fees in an amount not to exceed \$7,230.

**John Stiltner
Landmark Asset Services
Winston Salem, NC**

Mr. Stiltner thanked the Board for their support of the proposed conversion of the old Haywood County Hospital into residential rental units for low to moderate income families, seniors and veterans. This project will include thirty one – one bedroom units and twenty three – two bedroom units. The

estimated cost of the project is \$8.8 million dollars. Mr. Stiltner said the final application for the tax credits is due on May 11, 2018.

A motion was made by Alderman Julia Freeman, seconded by Alderman Jon Feichter, to provide the necessary water and sewer lines to the master meter in an amount not to exceed \$58,000.00, construct sidewalks to meet the Town Code of Ordinances in an amount not to exceed \$106,842.00 and approve a grant of \$7,230.00 to pay for permitting and tap fees. The motion passed unanimously.

Purchase of .12 acre parcel along the Greenway at Richland Creek to Dutch Fisher Park

Manager Hites said the Public Services Staff has been constructing the Greenway along Richland Creek from Dutch Fisher Park to the Hickory Hollow Apartments. This plan calls for the Town to construct the Greenway on the DOT right-of-way as it passes Nancy Wade's property. The staff discovered that the route drops to creek level and becomes boggy. Using this path will require considerable drainage improvements and provide an unstable walking surface. Once the trail pulls out of the bog, it will take a ninety degree turn as it enters the right of way on Hickory Hollow Apartments property.

Rather than construct it in this manner, the staff approached Nancy Wade and asked if she would be willing to convey a .12 acre corner of her property so that Town could relocate the trail to higher ground. The new path would keep us out of the boggy area and avoid the ninety degree turn. Ms. Wade said that she would sell the Town the parcel for \$4,500.00. Paying this amount and building the trail on higher ground will be cheaper than following the current course and having to install a section of large drain pipe and construct the trail in boggy soil.

Manager Hites said that Finance Director Eddie Caldwell stated that the property can be purchased with the Powell Bill funding that is in place for the project

A motion was made by Alderman Julia Freeman, seconded by Alderman Jon Feichter, to authorize staff to purchase the parcel at a cost of \$4,500.00, and have Town Attorney Bill Cannon draft the deed and close on the purchase. The motion passed unanimously.

Assistant Town Manager Amie Owens said the Town had been approached by the American Legion Baseball Team, Post 47, to buy a quarter or half page ad for advertising. Assistant Manager Owens recommended to the Board to buy a half page ad for \$250.00. The Board agreed by consensus.

10. Attorney's Report – Bill Cannon

Attorney Cannon had nothing to report.

G. COMMUNICATIONS FROM THE MAYOR AND BOARD

No one had comments.

H. CALL ON THE AUDIENCE

Dick Young

Mr. Young had comments concerning the use of “Jake Brakes” near Cortland Court on Russ Avenue. He said the noise of log trucks using their brakes was very distracting to those in a nearby mobile home park. He would like for the Ordinance prohibiting the use of “Jake Brakes” be enforced.

I. ADJOURN

With no further business, it was the consensus of the Board to adjourn the meeting at 7:38 pm.

ATTEST

Gavin Brown, Mayor

Eddie Ward, Town Clerk

Robert W. Hites, Jr., Town Manager