

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN  
REGULAR MEETING  
July 10, 2018**

**THE WAYNESVILLE BOARD OF ALDERMEN** held a regular meeting on Tuesday, July 10, 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 6:28 p.m. with the following members present:

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

The following staff members were present:

Rob Hites, Town Manager  
Bill Cannon, Town Attorney  
Amie Owens, Assistant Town Manager  
Elizabeth Teague, Development Services Director

The following media representatives were present:

Becky Johnson, The Mountaineer

1. Welcome /Calendar/Announcements

Mayor Brown welcomed everyone to the meeting. From the events calendar, the following were mentioned:

- July 13th – Street Dance - Downtown
- July 19 – 29th – Folkmoot USA - 35th Anniversary of the celebration
- July 21st – Folkmoot Parade – 10:00 a.m. Downtown
- July 23rd – Haywood County Council of Governments meeting – Haywood Community College; dinner at 5:30 p.m. meeting at 6:00 p.m.
- August 9th – NC DOT public meeting regarding the South Main Corridor; Elected Officials discussion is from 2:00 p.m. to 3:00 p.m.; General public from 4:00 p.m. until 7:00 p.m.

2. Adoption of Minutes

***Alderman LeRoy Roberson made a motion, seconded by Alderman Gary Caldwell, to approve the minutes of the June 26, 2018 regular meeting, as presented. The motion carried unanimously.***

Prior to beginning the call for public hearing, Mayor Brown took the opportunity to remind Board members that Town Manager Rob Hites' annual evaluation was due in the month of July. Members were provided an electronic as well as hard copies for completion. The forms are to be turned in to

Assistant Town Manager Amie Owens by July 20 for a special called meeting to be held immediately prior to the July 24<sup>th</sup> regular meeting of the Board of Aldermen to enter into closed session to complete Manager Hites' evaluation.

**B. CALL FOR PUBLIC HEARING**

3. Call for a Public Hearing to be held on July 24, 2018 to consider a map amendment to rezone the 120 and 140 Broadview, PINs 8615-69-9255 and 8615-69-8390 from East Waynesville Urban Residential to North Main Street Neighborhood Center

Development Services Director, Elizabeth Teague explained that this was a call for public hearing only. This is a map amendment to rezone 120 and 140 Broadview, PIN 8615-69-9255 and PIN 8615-69-8390 from East Waynesville Urban Residential to North Main Street Neighborhood Center. These two lots currently house an insurance office and an undeveloped piece of property which were pre-existing non-conforming (i.e. grandfathered in) to the current East Waynesville Urban Residential District. The owners would like to sell the properties for conversion to a hair salon. Because this is a change of use, the properties will need to be rezoned to allow the re-use of the property for the zoning designation "personal services." The Planning Board will consider this issue and hold a public hearing at their regular meeting on July 16, 2018.

Ms. Teague noted that the recommendation from the Planning Board would come forward to the Board of Aldermen on July 24, 2018. She referenced the application in the packet from the Cook family. Ms. Teague added that one of the options that the Planning Board discussed was potentially an overlay district. Currently, the restrictions are based on which side of the street the property is located. There is a change in topography and that would have been a more appropriate boundary line. If the recommended overlay district is approved, this would change the existing boundary line. The Applicants are open to the recommendation of the Planning Board. Ms. Teague added that the Planning Board had also discussed a caveat to the request noting that this particular area may be changed with the land use plan update.

Alderman LeRoy Roberson commented that he was concerned that without the overlay requirements, it could open up the area to businesses that may be unsatisfactory to the neighborhood. He agreed that an overlay district would be much more palatable. Ms. Teague reminded the Board that this was a specific request from an established hair salon with the use of the property not changing a great deal. However, she did note that if future changes were made, additional buffering between the district and the neighborhood would occur.

***Alderman Julia Freeman made a motion, seconded by Alderman Jon Feichter to call for a Public to be held on July 24, 2018 beginning at 6:30 pm., or as closely thereafter as possible, in the Town Hall Board Room located at 9 South Main Street to consider a map amendment to rezone the 120 and 140 Broadview, PINs 8615-69-9255 and 8615-69-8390 from East Waynesville Urban Residential to North Main Street Neighborhood Center. The motion carried unanimously.***

**C. NEW BUSINESS**

4. Discussion of Boards and Commissions

Mayor Brown explained that the appointment for Boards and Commissions would occur at the next regular meeting. He commented that these boards and commissions do a very important job and that some decisions do not come to the Board of Aldermen. Mayor Brown asked that based on this, would the board wish to consider interviewing the candidates?

Board members agreed that it is important to know the candidates and have confidence in their appointments. Due to the schedules of the Board; however, it is not possible to have everyone participate in interviews. Mayor Brown offered to contact each of the new potential appointees and provide a report to the Board members prior to the appointments at the next meeting.

Mayor Brown noted that the effective date for these appointments would be August 1, 2018.

Alderman Gary Caldwell noted that his concern for the Planning Board was that there were a high percentage of real estate representatives. Ms. Teague added that it is important to have a diversity of expertise on all boards and commissions.

***The Board agreed by consensus that the Mayor would contact applicants and that appointments would occur at the July 24<sup>th</sup> regular meeting for an effective date of August 1, 2018.***

5. Discussion of Special Appropriations

Mayor Brown explained that the special appropriations line item had been approved as part of the Budget process on June 26, 2018. The task at hand was to allocate that amount to those who had applied.

Discussion was held related to whether or not to utilize the numbers provided by Alderman Gary Caldwell, consider the scores from the initial screening criteria, or a combination of both. The goal is to keep the funding level to approximately one cent on the tax rate.

Assistant Manager Owens noted that the initial submission for these appropriations was \$118,000 and the current version sits at \$108,500. The suggestion was made to allocate a total of \$118,000 with a total of \$14,500.00 left in undesignated for future requests from those who may not have initially been funded but whom could petition the board for support in the future.

***Alderman Gary Caldwell made a motion, seconded by Alderman Julia Freeman to accept the presented allocations and to increase the undesignated amount to allow for future funding should organizations wish to make requests from the Board. The motion carried unanimously.***

D. **COMMUNICATIONS FROM STAFF**

6. Manager's Report –Town Manager Rob Hites

Manager Hites had nothing to report.

7. Attorney's Report – Town Attorney Bill Cannon

Attorney Cannon had nothing to report

**E. CALL ON THE AUDIENCE**

Dick Young addressed the Board and noted that some non-profits ask for more than what they need and wanted to be sure that the Board took that into consideration. Mayor Brown noted that just because an organization requested a specific amount, it was not guaranteed to be funded and noted that most received less than requested.

**Phillip Gibbs  
59 Babb Street**

Mr. Gibbs made a request to close Belleview Street from East Street to Craven Road on July 27<sup>th</sup> for the Gibbs Family Reunion. This reunion occurs every three years and would take place from 6 p.m. until midnight. Mayor Brown asked Mr. Gibbs to get with Assistant Manager Owens for completion of a special event application and the item would be on the agenda for July 24<sup>th</sup>, but that there should not be any issues with the event.

**F. COMMUNICATION FROM THE MAYOR AND BOARD**

There was no additional information from the Board.

**G. CLOSED SESSION**

*Alderman Julia Freeman made a motion, seconded by Alderman Jon Feichter to enter into closed session to discuss Potential Land Acquisition – lease of property adjacent to 33 South Main Street under NC General Statute 143-318.11(a)(5). The motion carried unanimously.*

**The Board entered closed session at 7:06 p.m.**

**The Board returned from closed session at 7:23 p.m.**

**I. ADJOURN**

*There being no further business to discuss, Alderman Julia Freeman made a motion, seconded by Alderman Gary Caldwell to adjourn the meeting at 7:25 p.m. The motion carried unanimously.*

ATTEST:

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Gavin A. Brown, Mayor

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Robert W. Hites, Jr., Town Manager

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Amanda W. Owens, Assistant Town Manager  
Acting Clerk