

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**Regular Meeting**  
**July 28th, 2020**

**THE WAYNESVILLE BOARD OF ALDERMEN** held a regular meeting on Tuesday, July 28th, 2020 at 6:30 p.m. in the Town Hall Board Room, located at 9 South Main Street, Waynesville, NC.

**A. CALL TO ORDER**

Mayor Gary Caldwell called the meeting to order at 6:30 pm with the following members present:

Mayor Gary Caldwell  
Mayor Pro Tem Julia Freeman  
Alderman Anthony Sutton  
Alderman Jon Feichter  
Alderman Chuck Dickson

The following staff members were present:

Rob Hites, Town Manager  
Amie Owens, Assistant Town Manager  
Eddie Ward, Town Clerk  
Acting Town Attorney Mark Wilson  
Ben Turnmire, Finance Director  
Fire Chief Joey Webb  
Assistant Fire Chief Chris Mehaffey  
Chief David Adams  
Lt. Brandon Gilmore  
Byron Hickox, Land Use Administrator  
Rhett Langston, Parks and Recreation Director  
Brittany Angel, HR Specialist  
Autumn Lyvers, Financial Analyst

The following media representatives were present:

Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Caldwell welcomed everyone and thanked them for coming. The only announcement was the cancellation of the Drug Epidemic Awareness Walk on August 23.

2. Adoption of Minutes

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to approve the minutes of the June 23rd, 2020 Regular Meeting as presented. The motion carried unanimously.***

**B. PUBLIC COMMENT**

**Diana Gordon  
80 Candler Street  
Waynesville, NC 28786**

Ms. Gordon expressed concerns about her safety and the safety of her cats. She discussed actions that had been taken by the Police Department with signs she had placed outside the Police Department.

**Donna Corso  
59 Cortland Court  
Waynesville, NC 28786**

Ms. Corso spoke to the Board concerning the harmful effects of 5G technology. She said the new technology will require small cell antennas to be erected every few houses in neighborhoods. These antennas will emit a constant stream of microwave radiation daily that could be harmful to children and adults. Ms. Corso urged the Board to take this issue seriously and ban 5G deployment in the Town of Waynesville.

**Jesse-Lee Dunlap  
28 Georgia Avenue  
Waynesville, NC 28786**

Ms. Dunlap gave examples of fascism and said all elected leaders needed to decisively state which side they are on. She said she was antifascist and favored standing up against groups that were fascists. She told the Board she wanted it to be clear that she stood for her community, mutual aid, sustainability, and self-determination.

**Beth Elsey  
101 Ninevah Road  
Waynesville, NC 28786**

Ms. Elsey said she and other people in her neighborhood are very concerned about traffic along this road. She said she had problems pulling out of her own driveway because of the speeders. She named several things that could be done in the area including speed bumps and signs. She stated she would like to see something done to slow the traffic on the road.

**Abigail Ahlberg  
612 Dellwood Road  
Waynesville, NC 28786**

Ms. Ahlberg gave a personal story about a homeless friend of hers and getting to know some of the homeless people in Frog Level. She asked the Board to consider funding for the homeless and a low barrier shelter.

**Kelly Coe  
Homeless**

Ms. Coe said that she did not have an address because she was homeless. She had concerns about the behavior and language of some of the Police during a confrontation she was involved in. Also, she said that it was not fair the way some of the homeless were given a place to stay and others were not.

**Joey Reece  
108 Maple Street  
Waynesville, NC 28786**

Mr. Reece addressed the Budget Amendment that was on the agenda for approval for Amy Murphy-Nugen for her role on the Homelessness Task Force. He said that he had understood that the Task Force would be a voluntary Task Force, and now the facilitator would be paid a large sum of money. He said it is bad timing to be spending money for a part time facilitator and he would be speaking with board members privately regarding his continued participation on the task force.

**Peggy Hannah  
268 Hemlock Street  
Waynesville, NC 28786**

Ms. Hannah asked the Board to look at a map she has made concerning properties with vacant houses that the homeless and addicts have occupied. She said she had asked several times that something be done to alleviate this problem, and nothing has been done. She asked that the Board have someone come and evaluate the situation because it is getting worse daily.

**Dillion Packer  
431 Georgia Avenue  
Waynesville, NC 28786**

Mr. Packer told the Board that the fascism in this County is affecting everyone. As a taxpayer he said he wanted to see his money at work for tried and true community service. He wants to see financial support for the homeless population as well as harm reduction. He said that he felt that if the Town didn't act now, it would get worse before it gets better.

**Melissa Tinsley  
1277 Brown Avenue  
Waynesville, NC 28786**

Ms. Tinsley expressed her concerns about commercial traffic issues on Brown Avenue. She said she would like for the Board to work with the residents to make that area safer for everyone.

**Bo Prevost  
28 Lodge Lane  
Waynesville, NC 28786**

Ms. Prevost commented about the traffic and speeding along Ninevah Road, Chelsea Road, and Country Club drive. She said that there was a tremendous amount of traffic and speeding on these roads. She said most citizens are senior citizens and it is very dangerous for them. She named several streets in the area that she feels that the speed limits are not adhered to.

**Casey Valentine Steffen  
Allen's Creek Road  
Waynesville, NC 28786**

Ms. Steffen said she worked with several organizations that treat substance abuse disorders. She thanked the Board for putting forth an effort in finding and applying for grants to help funding for the homeless. She said she appreciated the development of the Task Force and even with the onset of COVID -19, around thirty homeless individuals have been housed. She said this would be a continuous effort to help the homeless and there is a lot of work to be done.

**C. CALL FOR PUBLIC HEARING**

3. Call for a Presentation and Public Hearings on the Town of Waynesville Comprehensive Plan, Waynesville 2035: Planning with Purpose to take place August 11 and September 8, 2020.
- Byron Hickox , Land Use Administrator

Byron Hickox, Land Use Administrator, told the Board that at a special called meeting on June 29th, 2020, the Planning Board made a unanimous recommendation to the Board of Aldermen to adopt the updated Comprehensive Plan as provided. This draft was developed from the work of the Comprehensive Plan Steering Committee, a team of consultants of Stewart, JM Teague, and Chipley Consulting, and over a year of Planning Board review, discussion and editing. He stated that at the August 11, 2020 hearing, lead consultant, Jake Petrosky of Stewart will be present to discuss major concepts of the plan and answer questions, and the Board can hear initial comments. At the September 8, 2020 hearing, the Board may hear any additional comments and consider adoption. This approach will allow for a 30-day period of public review and an opportunity for staff to make any edits the Board sees necessary for adoption.

*A motion was made by Alderman Chuck Dickson, seconded by Alderman Julia Freeman, to call for a public hearing on Tuesday, August 11, 2020 and September 8, 2020 beginning at 6:30 p.m. or as closely thereafter as possible in the Town Hall Board Room located at 9 South Main Street, Waynesville. The purpose of the public hearing is for a presentation on the Town of Waynesville Comprehensive Plan, "Waynesville 2035: Planning with Purpose". The motion carried unanimously.*

**D. PUBLIC HEARING**

4. Conditional District Map Amendment Application submitted by Ingles Markets located at 856 Russ Avenue, 135 Barber Boulevard, 259 Barber Boulevard, 75 Barber Boulevard, and two additional vacant outparcels

**Acting Attorney Mark Wilson opened the Public Hearing at 7:12 pm.**

Byron Hickox Land Use Administrator Presented the following staff report to the Board.

The project will expand the Ingles Shopping Center within the existing footprint of their conditional district designation and increase it by adding the former Barber residence and orchard property. This request also includes a pylon sign within an easement on the current Chick-Fil-A property, which is owned by Swannanoa Valley LLC. If approved, the Ingles Russ Avenue Regional Center Conditional District (RC-CD) would expand and amend the existing Conditional District Master Plan.

At its June 15, 2020 meeting the Planning Board:

1. Adopted a Consistency Statement indicating that the project is reasonable and consistent with the 2020 Land Development Plan.
2. Recommended to the Board of Aldermen Approval of the Application for Conditional District Map Amendment submitted by Ingles Markets, Inc.

The project will cover 35.44 acres, of which 23.89 is already part of the Conditional District Master Plan, expanding the shopping center toward the Garrett-Hillcrest cemetery. The applicant has provided an environmental survey, a master plan and elevations in accordance with the major site plan application requirements. The applicant has provided a map amendment application, proof of unified control over the property, a project narrative and a completed Statement of Consistency Worksheet indicating belief in the project's reasonableness and consistency with the Land Use Plan.

The application and plan covers the extent of the conditions and requests being submitted as part of the design and the text amendments as would apply to the area of the Master Plan, including:

1. Section 5.10.3.C.2 - Applicant requests building glazing spacing of more than 20' for Retail #2, #3, and #4.

2. Section 8.6.2.B - Applicant requests alternative compliance to allow interior parking lot plantings greater than 40' from each parking space to allow for underground stormwater retention. Applicant has agreed to supplement additional plantings in existing landscaped islands and along the boundary with the cemetery property.
3. Section 9.3 - Applicant requests parking be allowed in front of interior buildings, which is consistent with what has already been permitted.
4. Section 11.6.2 and 11.7.1.E - Applicant requests allowance for an additional master development ground sign exceeding 160 square feet and exceeding the limit of one per major road frontage.

Buildings address an internal roadway system of Barber Boulevard, Frazier Street, interior drives, and parking lots. Interior driveway widths range from 20' to 25' and provide access to parking areas and to accommodate emergency vehicles. Proposed buildings will be served by expansions of existing parking lots and two newly created parking lots coming off of Frazier Street. (LDS 4.3.1)

Sidewalks are provided along the frontages of proposed new buildings with connecting sidewalks running between the driveways at Barber Boulevard and Frazier Street. Additional connecting sidewalk segments should be supplemented to connect Retail #3 and #4 to Frazier Street. (LDS 6.8 and 9.4.4)

A transit stop is already provided, and Haywood Transit stops at the Ingles store on daily routes. The developer has agreed to locate a second transit stop to serve Retail #3, #4, #15, and #16 in coordination with Haywood County Transit to determine the location that works best for the ridership and the development. (LDS 6.4.3)

As part of the NCDOT Russ Avenue improvement project, existing sidewalk along Russ Avenue will be replaced and the width of Frazier Street will be widened to include an additional turn lane. The proposal uses the existing three access points to Russ Avenue (Frazier Street, the access Road between the bank and Chick-Fil-A, and Barber Boulevard) and the existing Barber Boulevard access at Howell Mill Road. Since Russ Avenue and Howell Mill are state rights-of-way, the developer must submit a Traffic Impact Analysis to NCDOT for evaluation to determine if any additional traffic control requirements are needed for these access points to accommodate the expanded use of the site.

The proposed development will install underground utilities and meet Duke Energy's standards. The site is served by Town of Waynesville water and sewer. There are 4 existing hydrants on the site. The developer has agreed to add more in the vicinity of Retail #3 and 34. Additional hydrants may be required by Waynesville's Fire Chief as part of the building permits. (LDS 6.11)

The development will require a State Erosion and Sedimentation and Control Plan and must comply with the Town of Waynesville's Stormwater Ordinance. Stormwater will be managed by existing management measures (including two surface retention facilities) as well as a proposed underground retention system. The stormwater management plan and facilities must receive final approval from the Town Engineer. (LDS 6.11.6, 12.4, and 12.5)

The proposed project will expand usage of the existing development as originally permitted with a Conditional District Plan approved in 2011 and revised in 2017. Elevations reflect a continuation of the same architectural style to maintain a consistent appearance throughout the development.

Commercial buildings are an allowable building type within the RA-RC District and are described by the LDS Section 5.5.6 as follows:

The commercial building type provides convenient automobile access from the fronting thoroughfare, while minimizing impacts of parking lots on an active pedestrian realm. The uses permitted within the building are determined by the District in which it is located. The Commercial Building typically has four yards (front yard; two side yards; and rear yard) and can accommodate a limited amount of parking in the front yard with the remainder to the side and rear of the building.

The proposed commercial buildings appear to meet the Commercial Building Design Guidelines. The materials are primarily standard brick, stacked stone, and cementitious fiber board. Concrete masonry units (CMU) and exterior insulation finishing systems (EIFS) are used as secondary building materials. The heavier materials are placed below the lighter materials as required. (LDS 5.10)

In compliance with the LDS, the developer is proposing a landscaped parking lot screen along the northern boundary of the development. This screen consists of a dense evergreen hedge and canopy trees planted with a maximum spacing of 30' on center. This landscaping is intended to screen adjacent properties from car lights and glare.

Because of the size, scale, and number of new businesses proposed within this new development, the applicant is proposing a large monument sign 194.2 square feet in area and 22 feet 11 inches tall to be located at the intersection of Russ Avenue and Frazier Street. The proposed sign does not meet the location or size standards for the following reasons: (1) Off-premise signs are prohibited. This sign would be located on the existing Chick-Fil-A property and would contain signage for several businesses located on separate parcels. (2) The maximum size for a master development sign for developments 5 acres or greater is 160 square feet and 25 feet tall. As previously noted, at 194.2 square feet, the proposed sign exceeds this maximum area by 34.2 square feet. Additionally, only one master development sign is permitted per street frontage. Therefore, even if the Chick-Fil-A parcel was combined with the others to create one large lot, this proposed sign would be the second master development sign located along the Russ Avenue frontage.

Staff submits that this Conditional District request is consistent with the Town of Waynesville's 2020 Land Development Plan in that the proposed development due to:

- "Concentrates commercial with residential development along transportation corridors allowing for a mix of uses..."(p. 4-3)

- Creates "infill development in the Town of Waynesville as an alternative to continued outward expansion."(p. 4-4)
- Re-uses and improves an existing commercial site promoting the "orderly growth, development, and enhanced land values of the Town." (p. 4-4)
- "Develops alternative transportation opportunities."(p. 4-9)

Staff suggests that this project is reasonable and in the public good in that it:

- Builds out an existing shopping center.
- Re-uses the Barber residence and orchard site, improving an area that is currently blighted and is a source of policing concerns.
- Creates new economic opportunities that will create jobs and additional tax revenue for the Town.
- Focuses intense development near the Great Smoky Mountains Expressway (U.S. 23/74) and on a major transportation corridor.

The representatives for Ingle's Markets Preston Kendall, Construction Project Manager, John Cox, P.E. Land Planning Associates and Martha Bradley, Attorney, Hall Booth Smith answered questions from the Board concerning the project. They discussed the proposed retail shops and restaurants along with the landscaping, parking, and renovation of the old Belk Building.

Following the presentation by Ingle's Market's representatives, Acting Town Attorney Mark Wilson asked if there were any individuals who wished to speak.

The Board had questions including the proposed time frame to begin the project and any issues that may arise from two projects going on simultaneously on either end of Russ Avenue – one being this project and the other construction of apartments in the former Bi-Lo plaza.

Representatives noted that they would like to start as soon as possible and most of the work would be done away from Russ Avenue; however, there would be construction vehicular traffic for some time, but that all measures would be taken to minimize delays and run off and would work within the NCDOT Russ Avenue changes slated for 2022.

Attorney Wilson asked if anyone from the public wished to speak.

**Casey Valentine Steffen  
Allen's Creek Road  
Waynesville, NC 28786**



Ms. Steffen asked if during any of the construction there were artifacts or burial items found would the construction stop for study by experts. Ingle's representatives answered that they would stop as it is statutorily required to do so.

**Attorney Wilson closed the public hearing at 7:53 p.m.**

Attorney Wilson reminded the board members that they had the duty to consider their consistency statement based on whether the project was consistent with the 2020 Land Development standards and in the public's best interest.

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman to adopt a Consistency Statement indicating that the project is reasonable and consistent with the 2020 Land Development Plan as the project:***

- ***"Concentrates commercial with residential development along transportation corridors allowing for a mix of uses..."(p. 4-3)***
- ***Creates "infill development in the Town of Waynesville as an alternative to continued outward expansion."(p. 4-4)***
- ***Re-uses and improves an existing commercial site promoting the "orderly growth, development, and enhanced land values of the Town." (p. 4-4)***
- ***"Develops alternative transportation opportunities."(p. 4-9)***

***The motion carried unanimously.***

***A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to find that the project is reasonable and in the public good in that it:***

- ***Builds out an existing shopping center.***
- ***Re-uses the Barber residence and orchard site, improving an area that is currently blighted and is a source of policing concerns.***
- ***Creates new economic opportunities that will create jobs and additional tax revenue for the Town.***
- ***Focuses intense development near the Great Smoky Mountains Expressway (U.S. 23/74) and on a major transportation corridor.***

***The motion carried unanimously.***

***A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to approve the Conditional District Map Amendment for the Ingle's Shopping Center at Russ Avenue and Barber Boulevard for the reasons noted in the Consistency Statement and approved by two motions previously. The motion carried unanimously.***

**E. NEW BUSINESS**

5. Request Approval of The Mercer Group to administer the Classification and Compensation Study

- Amie Owens, Assistant Town Manager

Assistant Town Manager Amie Owens said that at the February 2020 Board Retreat, the Board approved consideration of the classification and compensation study. At the March 10, 2020 meeting, the Board approved moving forward with the RFP process. Eleven (11) submissions were received on April 17, 2020. All the packets were reviewed based on criteria outlined in the RFP including responsiveness, experience, cost, methodology, schedule for the project and references. The submissions were reduced to a top 3 and each group was contacted by Assistant Town Manager Owens following assessment score sheet completion.

The Mercer Group is the recommended partner for the project. This group was solid in methodology, had a tool available for use with all positions, has done work in WNC, and all references were positive.

Phillip Robertson, Senior Vice President, The Mercer Group, called in to the meeting and provided an overview of the process and answered questions from the Board.

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Julia Freeman, to approve The Mercer Group to administer the Classification and Compensation Study and approve contract to begin effective July 28, 2020. The motion carried unanimously.***

***A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to approve the comparable employers for the market analysis. The motion carried unanimously.***

6. West Marshall Street Restroom Project – Award of Contract

- Rhett Langston, Parks and Recreation Director

Rhett Langston, Parks and Recreation Director stated that he was presenting a contract for Construction of a public restroom facility located near the park on W. Marshall St. in Waynesville. The proposed structure has been approved at an earlier board meeting this year, and will consist of a slab on grade, wooden framed structure that will take the place of the mobile restrooms that are currently being utilized at the park. The aesthetic appearance of the restrooms will mimic closely to the newly constructed restrooms in downtown Hazelwood.

The project was advertised for three weeks in which local contractors were solicited to bid. From that advertisement, only two contractors chose to bid. The project was issued again for bid in an attempt

to receive a minimum of three bids. After an additional two weeks there were four bids received as follows:

- Shick Construction: \$135,480.00
- Clint Watkins Construction: \$137,500.00
- Live Edge Builders: \$163,556.00
- Lowell Ball, Inc.: \$180,000.00

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to approve contract to Shick Construction in the amount of \$135,480.00. The motion carried unanimously.***

Due to the fact that there was only \$90,000 budgeted for this bathroom project, a budget amendment will be required prior to contract award. The budget amendment will be brought forth at the August 11, 2020 meeting.

7. Agreement to use water supply Balsam Willets Ochre Hill Fire Department

- Joey Webb, Fire Chief

Chief Joey Webb explained to the Board that in 2011 Balsam Willets Ochre Hill Fire Department requested permission to have access to the fire hydrant located at the NCDOT rest area on Highway 23/74, for the purpose of filling fire trucks during emergency calls in the northeast section of their fire district which borders Haywood County.

For this water access point to meet the NC Department of Insurance requirement, Balsam Fire Department needed a simple agreement indicating that Balsam Fire Department has been given permission to use the water point.

Balsam Fire Department is getting ready for their upcoming Inspection / Survey with the NC Rating Division and would like to renew said agreement that had been signed in 2011 by Town Manager Lee Galloway. Balsam Fire Department has responded to several fires in Waynesville providing mutual aid for water supply and manpower. Chief Webb said that they have provided backup coverage for Waynesville and Saunook during previous fires.

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson to approve the agreement with Balsam Willets Ochre Hill Fire Department as presented. The motion carried unanimously.***

8. Appointments to Boards and Commissions
- Amie Owens, Assistant Town Manager

The Aldermen were provided with ballots at their seats and asked to fill them out so that they could be tallied during the meeting. The names listed below are those who received the most votes for appointment.

**ABC Board** - one vacancy - 3-yr term ending June 30, 2023  
Jack Swanger

**Cemetery Committee** – seven vacancies – initial appointment for all members – in order to properly stagger terms, names were drawn by lot.

(2) appointees - 1-yr term ending June 30, 2021  
Elizabeth (Buzzy) Atkinson  
Randy Mathis

(2) appointees - 2-yr term ending June 30, 2022  
James (Jim) Burke  
Warren Putnam

(3) appointees - 3-yr term ending June 30, 2023  
Edwin Fish  
Sandy Giles  
William (Bill) Revis

**Historic Preservation Commission** – two vacancies - 3-yr. term ending June 30, 2023  
William (Bill) Revis  
Merritt Tonger

**Planning Board** – three vacancies – one must be ETJ representative - 3-yr term ending June 30, 2023  
(2) appointees - Town representatives  
John Thornton (Tommy) Thomas, Jr.  
Gregory Wheeler

(1) Appointee - ETJ Representative  
Stuart Bass

**Public Art Commission** – three vacancies - 3-yr term ending June 30, 2023  
Steve Lloyd  
Vicki Mangieri  
Sam McCarson

**Recreation Advisory Board** – four vacancies - 3-yr term ending June 30, 2023

Eva Hansen  
Dan Schultz  
William (Bill) Skelton  
Laura Turner

**Waynesville Housing Authority** – one vacancy - 5-yr term ending June 30, 2025

Jamye Sheppard

**Zoning Board of Adjustment** - one vacancy for an Alternate position - 3-yr term ending June 30, 2023

Robert Herrmann

***A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to appoint the following applicants to the Boards and Commissions as indicated above. The motion carried unanimously.***

**F. COMMUNICATIONS FROM STAFF**

9. Manager's Report

- Manager Rob Hites

Renewal of Forest Steward's Contract to Manage Watershed

Town Manager Rob Hites explained to the Board that Forest Stewards has been performing forest management and academic research in Waynesville's watershed for several years. He said that they conduct surface water quality testing and forest management practices such as thinning of white pine to encourage growth of hardwoods, and removal of non- native species such as Oriental Bittersweet. Their goal is to re- establish a hardwood forest. They propose a \$42,000 per annum contract, the same contract amount as last year.

***A motion was made by Alderman Julia Freeman, seconded by Alderman Chuck Dickson, to approve the Fiscal Year 2020-2021 contract with Forest Stewards in the amount of \$42,000.00 The motion carried unanimously.***

Update Related to Sales Tax

Finance Director Ben Turnmire provided an abbreviated update related to sales tax revenues from April 2020. He noted that there was a 10.5% decline in sales tax for the month. This followed a decline of 9%

in March. Mr. Turnmire cautioned that May's numbers could also be into the double-digit losses as well. The impact of the COVID-19 shutdowns will be felt for some time to come.

Mr. Turnmire also added that there were 570 letters that will be sent out to individuals with delinquent account balances encouraging them to set up payment plans. The amount of these delinquencies impacts the town by approximately \$1 million dollars. Town Manager Hites and

Town Manager Hites introduced Autumn Lyvers, Financial Analyst, who will be assisting Interim Finance Director Dean Trader. Ms. Lyvers has a master's degree in Accounting and worked for multiple years in Buncombe County's finance office.

10. Town Attorney Report

- Acting Town Attorney Mark Wilson

Attorney Wilson had nothing to report.

**G. COMMUNICATIONS FROM THE MAYOR AND BOARD**

11. Consulting Proposals for Town of Waynesville Task Force on Homelessness

- Dr. Amy Murphy-Nugen

Dr. Amy Murphy-Nugen was selected to be the consultant for the Task Force on Homelessness when it was first formed. She has drafted two proposals to fund the activities of the Taskforce on Homelessness. Option A in the amount of \$53,487.50 and Option B in the amount of \$32,287.50. The major difference between the proposals is the time budgeted for community interaction.

Dr. Murphy-Nugen's hourly rate is proposed to be \$100 per hour, with \$4,487.50 budgeted for travel and supplies. Dr. Murphy-Nugen outlined her proposals in the information in the packet.

Manager Hites said that if either option is selected, a budget amendment will need to be completed. Two sample budget amendments have been prepared for the Board's consideration.

***A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to approve the contract with Dr. Murphy-Nugen and funding proposal option A.***

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson to approve Ordinance O-10-20 in the amount of \$53,500. The motion carried unanimously.***

12. Consideration of televising Board Meetings

- Alderman Chuck Dickson
- Alderman Jon Feichter

Alderman Chuck Dickson opened discussion related to the televising of Board of Aldermen meetings by explaining that there were three distinct opportunities presented such as: including individuals who cannot come to the meetings; meet people where they are – online; and to reach out to those who do not know what we (the Board) do.

Alderman Chuck Dickson illustrated that there are many challenges for some to come to the meetings such as physical disabilities, transportation issues, busy schedules, young children, involvement with sports or school activities and now COVID-19 safety concerns. Secondly, people's lives have become more digital – people engage in different ways now. Most activities are online; the average American spends 24 hours a week online. He noted that there are many people who don't read the newspapers and that the newspapers cannot carry all that we do each meeting. While the written minutes are online and tell what we did but not about how and the process and how we arrived at the decision. Televising meetings will give the whole picture for each item on the agenda quickly and efficiently. Finally, there are misperceptions of what the Board does. While campaigning, Alderman Chuck Dickson was presented with the question of what does the town board do? Televising meetings would help to educate people on what the board does and assist with demystifying government. Alderman Chuck Dickson acknowledged that with more transparency comes the potential for more criticism, but also allows viewers to see that the Board tries hard, sometimes have to make difficult decisions, and are dedicated to their positions and making the community and the quality of life better for citizens.

Alderman Jon Feichter added that he has looked at this from many perspectives including legal aspects. He noted that in looking at the technology of this whole process there are lots of ways that we can do this (televising). Alderman Jon Feichter added that such a change would be easy and relatively inexpensive to do. Meetings could be online in real-time. This becomes another way for citizens to participate in our government. He commented that he looked forward to hearing from other board members and talking about it again. The goal is to schedule some presentations at future meetings to see if the Board could get used to the idea.

13. Discussion about speeding/traffic

- Alderman Jon Feichter

Alderman Jon Feichter explained that since the last Board meeting, he had had three individuals contact him about speeding and other traffic issues. He proposed that due to the increase in complaints from citizens that the Town approach the issues using a process much like for the Cemetery and appoint a citizen committee to discuss issues with staff and come back with potential solutions. Alderman Jon Feichter added that the ordinance for the cemetery was much better now and felt that the same could be achieved with traffic issues. We have a problem and need to address it, and this may be a great way to do that.

Town Manager Hites noted that he has been working on a traffic calming policy (speed bumps, tables and/or signage). He has used information from across North Carolina to try and address some of the same issues noted, but with policy backing rather than just a knee-jerk reaction. Manager Hites would bring that policy to the board at a later date.

Lt. Brandon Gilmore asked to address the Board. Lt. Gilmore noted that they were aware of this discussion and have some suggestions in lieu of a committee. There are several new hires which will be in place soon. The plan is to have one individual on each shift who would be in charge of traffic concerns. They would hear and address these concerns and serve as a contact for citizens. It is hoped that this will alleviate some of those phone calls to Board members. The police department feels like they would recognize that potential issues and address them as they occur.

Chief David Adams thanked the Board and the community for their support during these uncertain times.

14. Helping Hands of Haywood – donation

- Alderman Jon Feichter

Alderman Jon Feichter brought up the potential of utilizing the undesignated special appropriation funding to support sheltering of the homeless during the COVID-19. With the expiration of the federal and state moratoriums on evictions, there could be many more unsheltered individuals who are already struggling to keep up. Helping Hands of Haywood (HHH) is a group who is assisting these folks and HHH may need some financial assistance to continue with their work.

***A motion was made by Alderman Jon Feichter, seconded by Alderman Anthony Sutton to utilize \$5,041 of the undesignated special appropriation funds for Helping Hands of Haywood to assist those experiencing sheltering problems. The motion carried unanimously.***

H. **CLOSED SESSION**

15. Enter into Closed Session For discussion of the annual evaluation of the Town Manager NCGS 143-318.11(a)(6) – Personnel

***A motion was made by Alderman Chuck Dickson, seconded by Alderman Julia Freeman to enter into closed session for the annual evaluation of Town Manager at 9:16 p.m. The motion carried unanimously.***

***A motion was made by Alderman Chuck Dickson, seconded by Alderman Julia Freeman to return to open session at 9:46 p.m. The motion carried unanimously.***



I. ADJOURN

*With no further business to discuss, a motion was made by Alderman Chuck Dickson, seconded by Alderman Julia Freeman to adjourn the meeting at 9:47 p.m. The motion carried unanimously.*

ATTEST:

\_\_\_\_\_  
Gary Caldwell, Mayor

\_\_\_\_\_  
Robert W. Hites, Jr. Town Manager

\_\_\_\_\_  
Eddie Ward, Town Clerk