

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN**  
**Regular Meeting**  
**November 9, 2021**

**THE WAYNESVILLE BOARD OF ALDERMEN** held a regular meeting on Tuesday November 9, 2021 at 6:00 pm. 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 6:02 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  
Jesse Fowler, Assistant Town Manager  
Martha Bradley, Town Attorney  
Police Chief David Adams  
Jeff Stines, Public Works Director  
Ricky Foster, Public Works Assistant Director  
Dean Trader, Interim Finance Director  
Byron Hickox, Land Use Administrator  
Lt. Chris Chandler

The following media representative was present:

Becky Johnson, Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone to the meeting and reminded them that Town Offices will be closed on November 11, 2021 in observance of Veterans Day.

**B. PUBLIC COMMENT**

Comments were made by **Erich and Lisa Overhultz, 26 Davis Lane** concerning garbage and homeless under the bridge at Russ Avenue.

## C. CONSENT AGENDA

*All items below are routine by the Board of Aldermen and will be enacted by one motion. There will be no separate discussion on these items unless a Board member so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.*

- i. Adoption of minutes of the September 26, 2021 regular meeting
- ii. Adoption of minutes of the October 12, 2021 regular meeting
- iii. Approval of Special Event Permit: Hazelwood Old Timey Parade

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Chuck Dickson, to approve the consent agenda as presented. The motion carried unanimously.***

## D. CALL FOR PUBLIC HEARING

2. Public Hearing for November 9, 2021 to consider a Text Amendment to the Land Development Standards Section 11.6 to establish a new sign category for Elementary and Secondary Schools and associated standards.

- Byron Hickox, Land Use Administrator

Town Attorney Martha Bradley opened the Public Hearing at 6:11 pm.

Mr. Byron Hickox, Land Use Administrator explained to the Board that this project proposes a text amendment to the Land Development Standards Section 11.6 that would allow schools to have electronic, interchangeable face signs and to establish a uniform set of dimensional standards for school signs across zoning districts. This was prompted by Waynesville Middle School installing an electronic sign without any consultation or permit. He stated that the Planning Board recognized that the sign was useful for providing information and wanted to work with the school Board in regulating signs for the schools.

Mr. Hickox explained the standards that would be in effect for the signs as follows:

- No sign may change its messages in less than one minute.
- When changed mechanically it will be changed in 3 seconds or less. (These signs are out-dated)
- The portion of the sign which accommodates multiple messages cannot exceed 50% of the total face.
- Face signs which are illuminated shall meet lighting standards in the Town's Ordinance
- Only one electronic changeable face sign per lot will be allowed.

At their regularly scheduled meeting on October 18, 2021, the Planning Board held a public hearing and found that the project is consistent with the 2035 Plan and unanimously recommended adoption of the text amendment.

Attorney Bradley asked if anyone wished to speak concerning the Text Amendment.

No one spoke.

Attorney Bradley closed the Public Hearing at 6:18 pm.

***A motion was made by Alderman Anthony Sutton, seconded by Alderman Jon Feichter, to adopt a Consistency Statement indicating that the proposed amendment is reasonable and consistent with the 2035 Comprehensive Land Use Plan, that it is reasonable and in the public interest, and in the interest of public health, safety, and welfare, and recommends the amendments for its enactment. The motion carried unanimously.***

***A motion was made by Alderwoman Julia Freeman, seconded by Alderman Anthony Sutton, to approve, the proposed Text Amendment to the Land Development Standards Section 11.6 regarding signage for Elementary and Secondary Schools. The motion carried unanimously.***

**E. NEW BUSINESS**

3. Pigeon Street Reconstruction and Paving Project Budget Amendment Approval
- Dean Trader, Interim Finance Director

Mr. Dean Trader, Interim Finance Director, explained to the Board that this was a budget amendment to the CIP from \$0 to \$698,000.00 for the Pigeon Street Reconstruction and Paving Project in the General Fund Street Department. Mr. Trader stated that the original estimate for the project was \$180,000.00, to be paid for by the ARA grant money that was to be distributed twice a year. Because of the nature of the work, and the cost of the engineer consultants, the cost of the estimate is \$698,000.00. He said that after consulting with the School of Government, there is a possibility that the money will not have to be taken out of Fund Balance, but instead use the ARA grant money.

The condition of the Fund Balance as of the 2020 audit financial statements show that the Town solidly has the money to make this transfer.

***A motion was made by Alderman Jon Feichter, seconded by Alderman Chuck Dickson, to approve Ordinance No. O-23-21 Budget Amendment 9 for the CIP items in the total amount of \$698,000.00 for the Pigeon Street Reconstruction and Paving project. The motion carried unanimously.***

**F. COMMUNICATION FROM STAFF**

Manager's Report

- Rob Hites, Town Manager

Manager Hites reminded the Board that the bids for the Wastewater Treatment Plant will be opened on December 7, 2021.

Mayor Gary Caldwell was able to obtain a signature for the easement on the Sutton property in Hazelwood.

6. Town Attorney Report
- Town Attorney, Martha Bradley

Attorney Bradley had nothing to report.

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

Alderman Chuck Dickson stated he had received a request for Mr. George Ivey, Executive Director of the Blue Ridge Parkway Foundation, to obtain a letter of support from the Mayor and Board for a grant to explore opportunities to increase tourism and Economic Development along the Parkway.

***A motion was made by Alderman Chuck Dickson, seconded by Alderman Anthony Sutton to grant the letter of support to the Blue Ridge Foundation. The motion passed unanimously.***

**H. ADJOURN**

***With no further business, a motion was made by Alderman Anthony Sutton, seconded by Alderwoman Julia Freeman, to adjourn the meeting at 6:52pm. The motion carried unanimously.***

ATTEST:

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Gary Caldwell, Mayor

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Robert W. Hites, Jr. Town Manager

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Eddie Ward, Town Clerk