



OFFICE OF MAYOR

Town of Waynesville

AGENDA
REGULAR MEETING
BOARD OF ALDERMEN
TOWN OF WAYNESVILLE
TOWN HALL - 9 SOUTH MAIN STREET
NOVEMBER 8, 2011
TUESDAY - 7:00 P.M.

Call to Order

1. Approval of Minutes of October 25, 2011
2. Annexation Report - 2180 Dellwood Road - Queen's Farm
3. Discussion of Restrooms
Recreation Park - Marshall Street
4. Adjournment

Additional information regarding this agenda is available at www.townofwaynesville.org

REGULAR MEETING
TOWN OF WAYNESVILLE
BOARD OF ALDERMEN
TOWN HALL – 9 SOUTH MAIN STREET
OCTOBER 25, 2011
TUESDAY – 7:00 P.M.

The Board of Aldermen of the Town of Waynesville held a regular meeting on Tuesday, October 25, 2011. Members present were Mayor Gavin Brown, Aldermen Gary Caldwell, Libba Feichter, J. Wells Greeley and LeRoy Roberson. Also present were Town Manager A. Lee Galloway, Assistant Town Manager Alison Melnikova, Town Clerk Phyllis McClure, Town Attorney Woodrow Griffin and Purchasing Supervisor Julie Grasty. Mayor Brown called the meeting to order at 7:00 p.m.

Approval of Minutes of October 11, 2011

Alderman Caldwell moved, seconded by Alderman Greeley, to approve the minutes of the October 11, 2011 meeting as presented. The motion carried unanimously.

Discussion on Incentives for Job Creations

At the meeting of October 11, 2011, there was a discussion about the possibility of a Town policy regarding what, if any, incentives might be offered to a firm creating jobs and making investments in facilities and equipment within the Town. At that time, the Board received a copy of the policy that Haywood County uses in their Economic Development Program. Under the County's program, certain tax rebates are provided dependent upon the amount of the investment and the number of jobs created. There are also other criteria which the County Commissioners consider when granting incentives, including the quality of jobs being created, the wages paid and the fringe benefits an employer might offer.

Mayor Brown and Manager Galloway suggested that it might be good to have a written policy in place that the Economic Development Director could have readily available to advise a potential industry or business of what the incentives might be for them to consider Waynesville as a location. Mayor Brown said although there has been no policy, Waynesville has tried to work with businesses, including Associated Packaging, Haywood Vocational Opportunities and others.

Following the meeting of October 11, Mayor Brown invited Tom Tveidt, President of SYNEVA Economics and a Research Economist at Garner Economics, to attend the Board meeting on October 25 and discuss incentives. Economic Development Director Mark Clasby also attended the meeting to give his views and experience on the issue.

Mr. Clasby explained the program and how it operates in order to be competitive with other projects and localities outside the state. The guidelines are based on number of employees and/or other number of capital dollars. Tax credit or grants can be given for those that qualify

for this incentive. Taxes must be paid first, before a grant can be returned to them. Negotiations allow up to five years, depending on the situation, which can be on a sliding scale. Mayor Brown asked what other municipalities and counties are doing. Mr. Clasby said it could vary and could become complicated, depending on the project. When this was begun by Haywood County a number of years ago, it was decided to keep it simple, since small counties usually don't get into large projects. Mayor Brown asked if adopting this policy could help Waynesville be competitive. Mr. Clasby said it absolutely would. Possible businesses will also be looking at things other than incentives, including the Town's work force, training, infrastructure, natural gas, etc. Mr. Clasby said community college plays an important role in training for new jobs. Existing modern buildings or "shovel-ready" sites are also important. There are several empty buildings in the area due to the recession. Alderman Greeley asked about other municipalities that have incentive plans. Mr. Clasby said the Cities of Asheville and Hendersonville have incentive plans.

Alderman Feichter said she liked the idea of having a policy in place as a starting point. Mr. Clasby added that piggybacking on the policy of Haywood County would be beneficial.

Alderman Roberson asked about the average size of businesses that would fit this area. Mr. Clasby said he is currently working on two active projects; one involves twenty employees and the other involves thirty-five employees. Mr. Clasby said there are ten "shovel-ready acres" at Beaverdam. Occasionally there are requests for large areas of property, most recently a request for 200 acres. This is very difficult to find in this area because of the mountainous terrain and creeks running through the property, thus limiting the number of larger industries in this area.

Manager Galloway asked about Haywood County's project, terms of agreement and whether Haywood County or Mr. Clasby developed the policy. Mr. Clasby said he and Haywood County Attorney Chip Killian developed the policy. Manager Galloway added that if the Town had the same criteria as Haywood County it would give Mr. Clasby the same incentives to work with. Mayor Brown felt that it would be beneficial for Waynesville to adopt Haywood County's policy so that Mr. Clasby and Attorney Killian can negotiate for Waynesville.

Alderman Caldwell said Waynesville may be in a position to allow additional incentives since it owns its own electric, water and sewer systems. Mayor Brown said this has been done in the past. Mr. Clasby said the policy would be a guideline, giving flexibility to negotiate if necessary.

Mayor Brown said Mr. Clasby has done a wonderful job in Economic Development, adding that Mr. Clasby will serve as the State Economic Development Commission President next year.

Mr. Tom Tveidt, President of SYNEVA Economics and Research Economist at Garner Economics spoke to the Board. Mr. Tveidt said he lives in Haywood County and has worked with various communities as a research economist for the past fifteen years. He has worked on site selection processes, as a consultant with the Asheville Area Chamber of Commerce and private firms. Mr. Tveidt said incentive processes can become very complicated, but the one being proposed is simple. Companies can be very different and it is necessary to find out why they are moving and a list of what they want. Incentives are rarely what they must have, but rather what they want, adding that this can be a way of determining if a community is business

friendly. Having a formal policy in place puts you ahead in the process, since there may be a very short time frame in which to work. Businesses find communities and sites and their wants are left between them and the community. Incentives are a necessary part of the process, but not necessarily at the top of their list. Mark Clasby said incentives are usually not given toward retail. Several years ago Lowe's was considering opening a store in Brevard and they were given incentives. Mr. Tveidt said he has never had a retail client.

Alderman Roberson asked if there are a lot of businesses moving or just getting started. Mr. Tveidt said there is always a lot of activity, usually companies are moving closer to their suppliers or customers to reduce transportation costs.

The Board thanked Mr. Tveidt for attending the meeting and for the information he provided.

Mayor Brown said he would like to see the policy adopted and in place. Alderman Feichter added that the policy could be amended, but felt that it would be an important tool to have in place. If Haywood County and the Economic Development Commission are on board, the Town of Waynesville can be on board also. It was pointed out that Wal Mart received a tax incentive because it is located on a Brownsfield property. Belk will be building their new building at the same location and there will be a tax incentive given. Mr. Clasby said the property owner receives the tax credit.

Alderman Greeley asked about possible restaurants that consider moving to the area and if Waynesville can give incentives for this. Mr. Clasby said restaurants are retail businesses that the population likes. Manufacturing and industry pay higher wages and benefits, whereas retail pays lower wages. The other challenges in retail are demographics, adding that they want to know what the population is within a one mile, three mile and five mile circle. Census numbers are not great, because they don't show second homes and those residents that remain in the area during the summer months.

Alderman Feichter moved, seconded by Alderman Greeley to adopt the Incentives Policy of Haywood County as presented. The motion carried unanimously.

Julie Grasty, Purchasing Supervisor Report of Sold Assets

The Town's Purchasing Policy requires that the Purchasing Supervisor make scheduled reports to the Town Board on the surplus equipment sold by the Town during the preceding quarter. Julie Grasty, Purchasing Supervisor, provides the Board with two different reports. One of these shows the assets which were sold on Gov-Deals, an on-line auction system used by various local governments for the disposal of equipment. The other report is for assets which were sold outright to employees, the general public, salvage companies or others, usually for smaller amounts of money which, due to their value, would make it impractical to sell on Gov-Deals.

Two reports were presented to the Board for the first quarter of the 2012 fiscal year. One report showed that vehicles and equipment sold on Gov-Deals brought in bids totaling \$27,949.64. The second report showed that there were miscellaneous items sold otherwise, bringing in a total of

\$613.20. The reports were for the Board's information and required no action. The Board thanked Ms. Grasty for her report.

Annexation Petition – 2180 Dellwood Road – Queens Farm

The Town of Waynesville received an annexation petition from the owners of the Queens Farm Property at 2180 Dellwood Road. While the Queens Farm covers an area of 131.925 acres, the amount of land requested for annexation is 7.235 acres, which includes the main home place and the rental units located close to the road frontage of U. S. Route 19.

This property was formerly owned by Richard and Lois Queen, both deceased, and the estates have not been settled. The four living descendants of the Queens, and their spouses, if applicable, have signed the petition individually and on behalf of the estate of Ms. Lois Queen, seeking the annexation of this property.

Should the Board wish to proceed with consideration of the annexation of this 7.235 acres of land into the Town of Waynesville, the first action would be the adoption of a Resolution directing Town Clerk Phyllis McClure to investigate the sufficiency of this petition for a satellite annexation of this tract. Ms. McClure would investigate the petition and then report back to the Board at the meeting of November 8, 2011.

Alderman Greeley moved, seconded by Alderman Caldwell, to adopt a resolution directing the Town Clerk to investigate the sufficiency of the annexation petition. The motion carried unanimously. (Res. No. 3-11)

Agreement with Haywood County Inspections

A few months ago the Towns of Waynesville and Canton entered an agreement under which inspections personnel would assist each other as needed. It has been discovered that there may also be times when the Town would need to call upon Haywood County Inspections Department, and it is possible that the County might need assistance from Waynesville as well. Waynesville Building Inspector Jason Rogers has all his qualifications except Electrical Inspector Level III. He is currently working on his Electrical Inspector Level II and there is a window of 18 months before the Level III can be obtained. An agreement was proposed between the Town of Waynesville and Haywood County which is similar to the one between Canton and Waynesville, authorizing Waynesville and Haywood County to assist each other on inspections when needed. The agreement has been discussed with Haywood County Inspector Crawford and he is also in agreement with the proposal.

Alderman Feichter moved, seconded by Alderman Roberson, to approve the agreement with Haywood County as presented. The motion carried unanimously. (Contract No. 19-11)

Town Manager Selection Process

At the meeting of October 11, the selection process for the next Town Manager was discussed. It was indicated that the firm retained to assist in this process, Developmental Associates,

planned to come to Waynesville in the November 16-18 time frame to begin the community assessment process. At that time, the firm, headed by Stephen Straus, wants to hold focus groups when the elected officials, department heads, specifically invited individuals and the public at large, may offer input as to the type manager that would be needed for Waynesville in the future. Mr. Straus has indicated that he prefers to work with groups of people rather than have individual interviews, and he suggested that there be several sessions, perhaps 90 minutes or so each, when he could get input from those in attendance.

Mayor Brown asked Board members to begin thinking of citizens who might be good for serving on these focus groups and who could offer thoughtful and valuable ideas on the skills, traits and characteristics that might be beneficial to whomever is selected as the next Waynesville Town Manager. The individuals selected for the focus groups should also have some views and opinions on the direction the community should be taking in the future and the type manager needed to help the community reach that destination or achieve those goals.

Mayor Brown asked the Board to develop a list of names that can be provided to the Town Manager so that he can work with Mr. Straus in scheduling the appropriate number of focus group sessions. Town staff will send letters to these individuals by the first week of November so that they might arrange their schedules to participate in one focus group session.

North Carolina League of Municipalities Conference

Alderman Libba Feichter, Town Manager Lee Galloway and Assistant Town Manager Alison Melnikova attended the NCLM Conference. There was discussion about how the relationship between state and local governments has changed and how everyone has grown tired of seeing groups not being able to work together. One of the sessions attended by Mr. Galloway was on incentives and economic development. Manager Galloway added that the Cities of Charlotte and Fayetteville have recently undertaken economic development projects.

Closed Session

Alderman Roberson moved, seconded by Alderman Greeley to adjourn to Closed Session as permitted under the terms allowed in North Carolina General Statute 143-318.11(4) at 8:15 p.m.

Alderman Greeley moved, seconded by Alderman Roberson to return to Regular Session at 8:48 p.m. Both motions carried unanimously.

Adjournment

It was the consensus of the Board to adjourn the meeting at 8:50 p.m.

Phyllis R. McClure
Town Clerk

Gavin A. Brown
Mayor

ITEM 2. ANNEXATION REPORT
2180 DELLWOOD ROAD
QUEEN'S FARM

At the meeting of October 25, 2011, the Town Board received a petition for annexation of a 7.235 acre tract of land. This 7.235 acre tract is part of the larger 131 acre tract known as the Queen's Farm. At the meeting of October 25, the Town Board adopted a resolution directing Town Clerk Phyllis McClure to investigate the sufficiency of the petition submitted by the owners of the property. This has been done and the Certificate of Sufficiency prepared by Ms. McClure is attached.

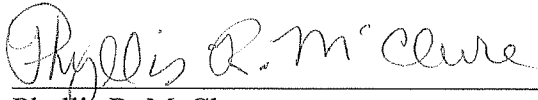
Should the Board wish to proceed with the next step in the annexation of this 7.235 acre tract of land, the action needed would be the adoption of the resolution included with this packet. The Resolution sets the date for a public hearing on the question of annexation as required by North Carolina General Statute 160A-58. It is recommended that the public hearing date be set for Tuesday, December 13, 2011 at 7:00 p.m.

CERTIFICATE OF SUFFICIENCY

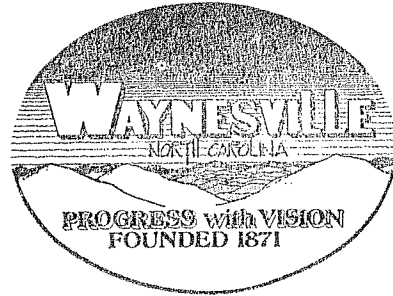
To the Board of Aldermen of the Town of Waynesville, North Carolina.

I, Phyllis R. McClure, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition has been signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-58.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Waynesville, this 1st day of November, 2011.



Phyllis R. McClure
Town Clerk



Re: 7.235 Acres Located at 2080 Dellwood Road - PIN #8607-82-2478
Queen's Farm

RESOLUTION NO. 4-11

RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G.S. 160A-58

WHEREAS, a petition requesting annexation of the area described herein has been received;
and

WHEREAS, the Board of Aldermen has by resolution directed the Town Clerk to investigate
the sufficiency of said petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of said petition has been
made;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of
Waynesville, North Carolina:

Section 1. That a public hearing on the question of annexation of the area described
herein will be held at the Town Hall at 7:00 o'clock, p.m., on the 13th day of December,
2011.

Section 2. The area proposed for annexation is described as follows: 7.235 Acres
Located at 2080 Dellwood Road - PIN #8607-82-2478

Section 3. Notice of said public hearing shall be published once in a newspaper having
general circulation in the Town of Waynesville, at least ten (10) days prior to the date
of said public hearing.

Adopted this 8th day of November, 2011.

TOWN OF WAYNESVILLE

ATTEST:

Gavin A. Brown
Mayor

Phyllis R. McClure
Town Clerk

Re: 7.235 Acres Located at 2080 Dellwood Road - PIN #8607-82-2478
Queen's Farm

ITEM 3. DISCUSSION OF RESTROOMS
RECREATION PARK – MARSHALL STREET

You will recall that during the spring of 2011, there was some negative publicity about the condition of the restrooms at the Town Park on Marshall Street. Over the years, these restrooms have been vandalized countless times and no matter how often our personnel clean these facilities, within a short time, the interior is trashed and the sinks and fixtures ripped off the walls and damaged. During May, vandals set a fire in those restrooms and the building with the restrooms and the storage of recreation equipment was burned beyond repair. The Town had those buildings insured and we subsequently received a substantial insurance settlement of just over \$97,000 for the replacement value of those buildings.

The Recreation Department staff and management have spent considerable time trying to reach a solution on the future provision of restroom facilities in the park. For the time being, port-a-johns have been placed near the tennis courts and the Kiwanis Community Playground, but these are just a temporary fix. We have been looking at the building that formerly housed the restrooms and offices for the outdoor pool. For some time, during the summer months, the restrooms in the building have been available to the public. The rest of the inside is used for storage, and a chain link fence has been placed around the outside of the overhang or patio of the building, with recreation equipment parked underneath.

Overall, we feel that there may be a better use for the building. It has a brick exterior and is not unattractive. With some work, we feel that it is possible that the building might be converted for year-around restrooms and that perhaps the other space could be renovated and used for storage or even meetings for clubs or groups connected with various recreation programs. While the \$97,000 will go a long way toward the cost of renovations, I would guess that the total costs might be in the \$150,000 range.

Assistant Manager Alison Melnikova has been involved in the research on this project and may have additional comments at Tuesday's meeting. We are looking for some direction from the Board to determine if it is in agreement with the direction we are heading. If so, we would like to receive authorization to hire a local architect to take a look at the building and give us some advice and suggestions and perhaps develop plans that can be used for bidding the work. Once we have some plans and cost estimates, we would plan to return to the Board to see if everyone is comfortable about proceeding onward from that point.