

**MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL**  
**Regular Meeting**  
**August 8, 2023**

**THE WAYNESVILLE TOWN COUNCIL** held a regular meeting on Tuesday, August 8, 2023, 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 6:01 pm with the following members present:

- Mayor Gary Caldwell
- Mayor Pro Tempore Julia Freeman
- Councilmember Chuck Dickson
- Councilmember Jon Feichter
- Councilmember Anthony Sutton

The following staff members were present:

- Rob Hites, Town Manager
- Jesse Fowler, Assistant Town Manager
- Martha Bradley, Town Attorney
- Candace Poolton, Town Clerk
- Police Chief, David Adams
- Assistant Police Chief Brandon Gilmore
- Misty Hagood, Finance Director
- Luke Kinsland, Recreation Director
- Olga Grooman, Land Use Administrator
- Chris Mehaffey, Assistant Fire Chief

Members of the media:

- Payton Renegar, The Mountaineer
- Becky Johnson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the Hazelwood Hot Summer Nights is Saturday, August 12<sup>th</sup>, and the next Town Council meeting is Tuesday, August 22<sup>nd</sup>.

Councilmember Feichter announced that the Downtown Waynesville Association has been waiting on approval from the NCDOT on the design for the historical arch that will soon span across Main Street. He said that the DWA is fundraising for the arch, and then will gift the arch to the Town of Waynesville before dissolving. He emphasized that the arch will not be fundraised using taxpayer money and that it will be privately funded. He said there will be a groundbreaking for the project on August 26<sup>th</sup> at 5:30pm in front of

Town Hall. He said for information and to donate, visit waynesvillearch.org. He also mentioned that Theresa Pennington has hand-drawn a mockup of what the arch will look like, and people can buy prints as donations.

***A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to move item 19 (Public Comment Policy) before Public Comment begins. The motion passed unanimously.***

2. Public Comment Policy

- Town Attorney Martha Bradley

Town Attorney Martha Bradley reported that the Councilmembers asked her to look into the Town's current public comment policy, specifically that it currently requires speakers say their names and full addresses, and offer some recommendations to revise it. She presented the following options to the Councilmembers:

- A written request shall not be fully completed unless the individual provides their name and the general topic of their remarks. And;
- Upon being called to the podium by the Mayor, individuals providing comment during the public comment period shall state their name and whether their permanent residence lies within: the corporate limits of the Town, the Town's extraterritorial jurisdiction, Haywood County, or outside of Haywood County.

Or

- A written request shall not be fully completed unless the individual provides their name, whether they are eligible to register to vote in Town of Waynesville municipal elections, and the general topic of their remarks. And;
- Upon being called to the podium by the Mayor, individuals providing comment during the public comment period shall state: their name and whether their permanent residence lies within: the corporate limits of the Town, the Town's extraterritorial jurisdiction, Haywood County, or outside of Haywood County.

Or

- Notwithstanding the requirements set forth in paragraphs 37(b)(4) and 37(b)(5), any individual may decline to provide the Clerk with their residential address and telephone number out of concern for their privacy or personal safety by marking the written request card accordingly and advising the Board of the same from the podium. And;
- Upon being called to the podium by the Mayor, individuals providing comment during the public comment period shall state: their name; and whether their permanent residence lies within: the corporate limits of the Town; the Town's extraterritorial jurisdiction, Haywood County, or outside of Haywood County.

Councilmember Sutton said that the Town of Waynesville is the only municipality that requires public speakers to give their full address.

Councilmember Dickson said that while Council is interested in all public comment, they are especially interested in the people that live in the corporate limits of town.

Councilmember Freeman agreed with Councilmember Feichter agreed with Councilmember Dickson and Sutton.

Councilmember Sutton suggested that public commenters say if they are eligible to vote in the Town of Waynesville. Councilmember Feichter said that voting is a personal activity, and he said it may a little bit of an intrusion. Councilmember Sutton said he recommended then, to require public commenters to state whether they live in the corporate limits of Waynesville.

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to eliminate the requirement of the public writing their address and phone number on the public comment cards. The motion passed unanimously.***

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to uphold that upon being called to the podium by the Mayor, individuals providing comment during the public comment period shall state their name and whether their permanent residence lies within the corporate limits of the Town. The motion passed unanimously.***

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to make the revisions to the public comment policy that were just stated in the preceding motions, effective immediately. The motion passed unanimously.***

## **B. PUBLIC COMMENT**

Nan Williamson said that she does not live in the Town limits and was prepared to speak today, but had nothing to add.

Edith Pressley said that she does live within the Town limits. She said that she was billed twice in one month for her water service, which didn't seem right. Manager Rob Hites said he will give Edith a call and work it out with the finance director.

Tera McIntosh said she does not live in Town limits. Dr. McIntosh said some members of the community hate when people of her community speak up. She said that drivers of social change of have to endure violence. She suggested that the Town hires someone outside of the Town who can help with DEI initiatives.

Thomas Dillan said he lives outside of Town limits. He said that things have been refreshingly civil and added that the trans individual was outed as an easy target.

Max Rigenbach said he lives outside the Town limits. He said he considered moving to Waynesville, but chose Asheville because it felt safer but added that he's fallen in love with this Town. He said trans people are real and people have nothing to be afraid of.

Janet Clark said she lives within Town limits. She thanked Councilmember Sutton for securing money for the sewer system. She mentioned the construction on the corner of Park and Belleview and requested a storm

drain to be placed. She said with the land clearing, there has been an altered path of water. She said the residents of Waynesville shouldn't have to pay for preservation of natural landscape. She requested a naturally landscaped berm around the corner of that property.

Bob Clark said he lives in Town limits and that many of neighborhood streets are unsafe given how the Town is growing. He said there are not enough sidewalks, and not enough room for sidewalks. He said East Street should have a crosswalk.

Dave McHenry said he lives in town limits and lives in an area with lots of traffic and it has gotten worse. He requested additional traffic calming measures.

### C. ADDITIONS OR DELETIONS TO THE AGENDA

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman to move item number nine (Report from Cemetery Committee regarding request for double burial) to replace item number three (ABC Board Annual Report). The motion passed unanimously.***

### D. CONSENT AGENDA

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

2. a. June 25<sup>th</sup>, 2023 Regular Scheduled Meeting Minutes
- b. Revised meeting procedure to reflect change from Aldermen to Council and Councilmember

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to approve the consent agenda. The motion passed unanimously.***

3. Report from Cemetery Committee regarding request for double burial.
  - Wells Greeley

Mr. Greeley said that Captain Fred Hall's remains had recently been found in Vietnam. He said the Department of Defense have identified the remains of a Waynesville veteran killed in action in Viet Nam. Many years ago, he was pronounced "dead" and a burial was conducted using an empty coffin. The coffin was laid to rest in the Veteran's Section of the Green Hill Cemetery. The DOD plans to hold a funeral with all military honors to properly inter the soldiers remains. It is the request of the surviving widow that the soldier be buried in her family's plot in a "double burial". This involves the interment of one individual deep enough for a second individual to be interred above the first. For safety concerns surrounding the depth of a double burial the Town does not permit such burials. Due to the unique circumstances surrounding the discovery of the soldier's remains the family requests that the Town waive its prohibition on double burials to permit the interment of

the soldier below the future resting place of his wife. The Council referred the request to the Cemetery Committee which will hold a meeting regarding the request on the 3<sup>rd</sup> of August.

***A motion was made by Councilmember Sutton, seconded by Councilmember Feichter to consider the recommendation of the Cemetery Committee, and concur with their recommendation, and also waive any and all Town fees associated with the burial. The motion passed unanimously.***

#### **E. PRESENTATIONS**

##### **4. Waynesville Housing Authority Annual Report**

- Belinda Kahl, WHA Interim Director

The Interim Director of the Waynesville Housing Authority, Belinda Kahl reported that they will be doing a Back to School fundraiser soon, as well as Halloween and Christmas parties to support the children in the community. She said that volunteers are helping with the elderly development program. She added that everyone that WHA houses are very low income, elderly and/or disabled. Ms. Kahl presented the financial overview for 2023.

Chairman Brian Cagle reported that WHA provides 162 units which translates to housing for people who don't have anywhere else to go.

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman to move item number 15 (Request by Waynesville Housing Authority to reduce their membership from nine to seven members) to be next on the agenda. The motion passed unanimously.***

##### **5. Request by Waynesville Housing Authority to reduce their membership from nine to seven members.**

- Brian Cagle, WHA Chair

WHA Chairman Brian Cagle reported that the Housing Authority has been working with a nine-member commission since the Council increased their membership in 2019. He said the size of the Board makes it difficult to find quality members who understand the complexity of Housing Authorities. He said that WHA are requesting that the Town Council reduce the membership of the Commission to seven members. As per GS 157-5(c) , "The Council may, at any time, by resolution or ordinance, increase or decrease the membership of an Authority, within the limitation herein prescribed".

***A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to approve a resolution reducing the size of the Waynesville Housing Authority 9 to 7.***

#### **F. CALL FOR PUBLIC HEARINGS**

##### **6. Call for a Public Hearing for September 12, 2023 to consider the text amendment to add an "Event Space" as a stand-alone use in the Land Development Standards (LDS).**

- Olga Grooman, Land Use Administrator

Land Use Administrator, Olga Grooman, reported that Pursuant to the 2035 Comp Plan recommendations, the Planning Board assigned an ad hoc committee to study the land use challenges and opportunities along the Waynesville railroad corridor. In discussions related to economic development along the railroad, Ms. Grooman said the subcommittee identified a gap in our zoning ordinances. She said that an “event space” is not defined as a stand-alone use. Additionally, Ms. Grooman said the Development Services Department received inquiries about converting properties into wedding venues and event spaces as a primary use, and there was no guidance in the Land Development Standards for managing their potential impacts.

She said that this text amendment comes out of the Railroad Subcommittee and proposes a definition of an “event space” with supplemental standards (parking, noise, trash, buffer against residential areas). The Planning Board recommended allowing “event spaces” as a Special Use Permit, and proposed to allow them only in the Railroad Overlay District. She explained that this would limit potential impacts on surrounding areas and give the planning board an opportunity to carefully review each application through a quasi-judicial proceeding. In the future however, she said that property owners could request to add “event spaces” in other districts in the Table of Permitted Uses (LDS 2.5.3) via text amendment procedure that would require approval by the Town Council.

Ms. Grooman reported that Staff presented the text amendment to the Planning Board and received the feedback on June 19, 2023. On July 17, 2023, she said the Board held a public hearing and voted unanimously to recommend the text amendment to the Town Council.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to call for a Public Hearing on September 12, 2023, to consider the text amendment to add an “Event Space” as a stand-alone use in the LDS, with supplemental standards as recommended by the Planning Board. The motion passed unanimously.***

7. Call for a Public Hearing for September 12, 2023 to consider the text amendment to update the definition of “Freight Hauling/Truck Terminals” in section 17.3 of the Land Development Standards (LDS).
  - Olga Grooman, Land Use Administrator

Land Use Administrator Olga Grooman reported that the current definition of the “Freight Hauling/Truck Terminals” in the LDS is the same as the definition of “Funeral Homes,” which appears to be a copy and paste error from many years ago. However, she said the footnote for the definition has a valid reference to the Land Based Classification Standards (LBCS), a guidance document by the American Planning Association that classifies and defines various land uses. She said that staff wishes to correct the mistake and replace the wrong definition with the intended one from the LBCS.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to call for a Public Hearing on September 12, 2023, to consider the text amendment to update the definition of “Freight Hauling/Truck Terminals” in the LDS, as recommended by the Planning Board. The motion passed unanimously.***

8. Call for a Public Hearing for September 12, 2023 to consider a text amendment to establish a Railroad Overlay District (RR-O) and its uses, sections 2.5.3 and 2.6 of the Land Development Standards.
  - Olga Grooman, Land Use Administrator

Land Use Administrator Olga Grooman reported that underutilized rail corridors present opportunities for economic development. She said that zoning can encourage the reuse of existing buildings, introduce more allowed uses and flexibility. She said that railway corridors can be the areas where commercial, cultural, and residential areas safely coexist and promote economic and social vibrancy.

Pursuant to the 2035 Comp Plan recommendations, she said the Planning Board assigned an ad hoc committee to study the land use challenges and opportunities along the Waynesville railroad corridor. The group consisted of local business owners, community representatives, Planning Board members, and Development Services staff. Additionally, she said that staff had discussions with the leadership team of the Blue Ridge Southern Railroad. Ms. Grooman said that five months of the subcommittee's work included research, study, and discussions about potential uses along the corridor, economic opportunities, and gateways to the Town.

She reported that staff presented the subcommittee's work to the Planning Board and received additional feedback on June 19, 2023. On July 17, 2023, she said the Board unanimously recommended the text amendment to the Council:

- Add a narrative in LDS Section 2.6 describing the district's purpose and allowed uses.
- Add a notation about the new overlay district in the Table of Permitted Uses (LDS 2.5.3).

Once established, Ms. Grooman said the overlay could be applied through a rezoning/map amendment process to areas along the railroad corridor. She added that staff will come back to the Council with the map amendment to apply this district to proposed areas in Frog Level and Hazelwood, as recommended by the Subcommittee and Planning Board.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to call for a Public Hearing on September 12, 2023, to establish a Railroad Overlay District (RR-O) and its uses in the LDS, as a text amendment recommended by the Planning Board. The motion passed unanimously.***

## **G. PUBLIC HEARINGS**

9. Public Hearing to consider a revised Community Development Block Grant (CDBG) application for utility infrastructure improvements in South Waynesville.
  - Karen Kiehna, McGill and Associates

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson to open the public hearing to consider a revised Community Development Block Grant (CDBG) application for utility infrastructure improvements in South Waynesville at 7:03pm. The motion passed unanimously.***

Karen Kiehna reported that McGill and Associates assisted the Town in submitting a revised application that would fund water and sewer infrastructure improvements in the Hazelwood areas of Waynesville. She said the purpose of this public hearing is to get community input and comment on the project and to answer any questions from the Town Council and public. The Council must approve the application at their September 12<sup>th</sup>, 2023 meeting, and approve the minutes from this hearing to accompany the revised application.

Ms. Kiehna read verbatim the Public Hearing Meeting Script verbatim:

“This public hearing on August 8, 2023, will provide an explanation and description of the 2023 North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I). We are present to discuss the purpose of the public hearing for the Town’s CDBG-I funding application. The purpose of the public hearing is to obtain citizen’s views and to allow response from the public to the funding proposals and answer any questions posed by citizens.

This public hearing will cover the Town’s community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town’s Community Development Block Grant Applications

The Town proposes to request funding from NCDEQ’S CDBG-I program for the South Waynesville Public Water System Improvements and the Phase II Sanitary Sewer System Improvements. The proposed project will meet the following community and housing needs of the Town of Waynesville Sanitary Sewer System by replacing deteriorated sewer lines and appurtenances for purposes of eliminating infiltration and inflow and extend sanitary sewer lines including residential connections within the project area of Franklin Street, Hendrix Street, and Muse Street. The Public Water System Improvements proposed improvements will include the replacement of deteriorated water lines, and extension of public water lines including hydrants, and residential taps in the project area of Sawyer Street and Explorer Street.

The purpose of the CDBG-I grant program is to improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.
- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of 2023 the CDBG-I funding available is expected to be about \$25,000,000. The maximum available grant is \$3.0 million over a 3-year period. Applications for funding will be received by 5:00 pm, October 2, 2023.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund several activities: water and sewer infrastructure, neighborhood revitalization, COVID-19 related projects, and economic development projects that lead to job creation or retention.

The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.

- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The Town of Waynesville is seeking an amount in CDBG-I funds not to exceed Two Million Dollars (\$2,000,000.) for the South Waynesville Phase II Sanitary Sewer System Improvements and Public Water System Improvements Project. The purpose of the Town’s requests will replace deteriorated sewer lines and appurtenances for purposes of eliminating infiltration and inflow and extend sanitary sewer lines including residential connections in the project area of Franklin Street, Hendrix Street, and Muse Street. The public water lines activities will include replacement of deteriorated water liens and the extension of public water lines including the installation of hydrants, and residential taps in the project area of Explorer Street, and Sawyer Street if time and budget allows.

The project proposed by the Town of Waynesville was identified in Capital Improvement Plan/Asset Management Plan) updated 2023. Informal community meetings were held in the project area to inform citizens of the potential project and get feedback from the residents.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The proposed Public Water System Improvement project will provide benefits to an estimated 60 persons of which, 74.59 percent of whom are low- and moderate-income individuals, within the project area of Explorer Street, and Sawyer Street. The proposed Phase II Sanitary Sewer System Improvement project will provide benefits to an estimated 86 persons of which 56.98 percent of whom are low- and moderate-income individuals with the project area being Franklin Street, Hendrix Street, and Muse Street.

The range of activities covered by the CDBG-I funds for the South Waynesville Sanitary Sewer System Improvements and Public Water System Improvements Project.

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.
- Grant Administration.

If Town is awarded a CDBG-I grant, the town is required to adhere to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen’s Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan

- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that if the Town of Waynesville receives CDBG grant funding that the town will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. Being a water and sewer improvement project, it is very unlikely that any household would be displaced.

In the past, the Town has applied for and received for the following completed CDBG project:

- List Name of Projects and Outcomes/Outputs of the projects with output and outcomes:
  - Based on recent research Waynesville has been awarded the recent Sanitary Sewer Improvement Project in July 2023.

The Town of Waynesville will submit its CDBG-I application for the South Waynesville Phase II Sanitary Sewer System Improvements Project on October 2, 2023. The CDBG-I application will be available for review during normal business hours at 9 S. Main Street, Waynesville, North Carolina 28786 after October 2, 2023.

Additional information is available from Elizabeth Teague, Development Services Director, at 828-456-2004, or at the 9 S. Main Street, Waynesville, NC 28786.

Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within fifteen (15) business days or by August 24, 2023, and a written response to the written complaints and/or grievances will be sent by the Town of Waynesville within fifteen (15) business days, where practicable.

Mayor, I turn the floor back to you and am happy to respond to any comments or question about the CDBG program, and about the proposed project.”

***A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to close the public hearing at 7:19pm. The motion passed unanimously.***

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to direct McGill and Associates to move forward with finalization of the application. The motion passed unanimously.***

Ms. Kiehna reviewed the timeline for the award and what will be done once the grant is awarded.

## **H. NEW BUSINESS**

### **10. Memorandum of Understanding-School Resource Officers**

- Rob Hites, Town Manager

Town Manager Rob Hites reported that he and Chief Adams have been working on a Memorandum of Understanding to place a County funded School Resource Officer at Hazelwood Elementary. He said that the Board of County Commissioners increased their tax rate to fund SROs for every school in the County and that the Sheriff and County staff recommend that the new positions be filled by municipal employees when the schools are located within town limits. He said the agreement would fund eleven months’ salary, benefits and

equipment for an SRO assigned to Hazelwood Elementary. Mr. Hites added that the SRO would serve under the supervision of the Police Department and be subject to the Town's standard operating procedures, pay and benefits the program. Mr. Hites said the Town will request the County Manager to compensate the Town for equipment, fuel, and auto repair.

***A motion was made by Councilmember Freeman, seconded by Councilmember Dickson seconded to approve the Memorandum of Understanding***

11. Street Name for remainder of Vance Street

- Assistant Fire Chief Chris Mehaffey

Assistant Fire Chief Chris Mehaffey reported that the Construction of the Roundabout at Vance/Walnut/Main Street re-routed Vance Street to the roundabout stranding three dwellings in a segment that was previously Vance Street. He said the old section of Vance Street needed to be named for EMS/Location purposes. AC Mehaffey said that a longtime restaurant and gathering place, Charlie's Drive-In dates back to the 1930's and the Drive-In was a popular place for Waynesville residents with curbside dining and teens cruising the parking lot. It was suggested to name the short street "Charlie's Place" to commemorate the memory of a historical gathering place. He added that there is not another street named Charlie's in Haywood County and should not interfere with the current Charles Street in Waynesville.

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman to approve naming the 350 ft. segment "Charlie's Place". The motion passed unanimously.***

12. WTP Tank Painting

- Ricky Foster, Assistant Director of Public Services

Assistant Director of Public Services Ricky Foster reported that there are two tanks included in this project, the contact chamber and backwash tanks that were originally built in 2004 as part of the plant expansion. Mr. Foster said this project will be a routine maintenance project that will address spalling, crazing, repainting, ventilation screens on both tanks. He added that this project will extend the life of the tanks by twenty plus years.

***A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to award the WTP Tank rehab project to Carolina Management Team in the amount of \$82,707.00 from ARP funding. The motion passed unanimously.***

13. Change Recreation Advisory Committee monthly meeting day to Mondays at 5:30pm

- Luke Kinsland, Recreation Director

Recreation Director Luke Kinsland reported that the Recreation Advisory Committee unanimously voted in June to change the monthly meeting day from Wednesdays at 5:30pm to Mondays at 5:30pm.

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to change the monthly meeting day to Mondays at 5:30pm for the Recreation Advisory Committee. The motion passed unanimously.***

Councilmember Feichter thanked Mr. Kinsland for doing an exceptional job and asked for an update on staffing. Mr. Kinsland said all lifeguard positions are filled, but with the start of the school year, staff is changing. Councilmember Feichter asked Mr. Kinsland to look at correcting the standing water issue outside of the dog park. Mr. Kinsland reported that the Rec Center numbers are skyrocketing which means hopefully they will be able expand staff and operating hours.

14. Request of Cemetery Committee to reduce their membership from seven to five members.

- Rob Hites, Town Manager

Town Manager Rob Hites reported that the Cemetery Committee has been having problems recruiting members and obtaining a quorum at meetings. He said they believe that they can work most efficiently with a core group of five members. During their July 18 meeting, Mr. Hites said they moved to request the Council to reduce their membership from seven to five.

***A motion was made by Councilmember Freeman, seconded by Councilmember Dickson to approve the request of the Cemetery Committee to reduce their membership from seven to five members. The motion passed unanimously.***

15. No Parking Designation on Wall Street

- Jesse Fowler, Assistant Town Manager

Assistant Town Manager Jesse Fowler reported that Town staff has received a request to designate a section of Wall Street as a no parking zone. He said the no parking designation is requested from the intersection of East Street and Wall Street, approximately 75 feet down the South bound lane of Wall Street. He said the purpose of this request is to prevent vehicular traffic from parking along the rear of the residences that occupy the 2<sup>nd</sup> story of the business that have an entrance along Wall Street. On several occasion, he said the individuals who live in these residences have been prevented from leaving as a result of commercial traffic parking behind these buildings in order to deliver supplies onto Main Street.

***A motion was made by Councilmember Dickson, seconded by Councilmember Sutton , to designate as a no-parking zone the section of public street located from the intersection of Wall Street and East Street to approximately 75 feet down the South bound lane of Wall Street. The motion passed unanimously.***

16. Appointment to the Waynesville Recreation Advisory Commission

- Candace Poolton, Town Clerk

Town Clerk Candace Poolton reported that currently, the Recreation Advisory Commission has three vacancies. She said that if applicant Matt Diskin is appointed, RAC will only have two vacancies.

***A motion was made by Councilmember Chuck Dickson, seconded by Councilmember Freeman to appoint Matt Diskin to the Waynesville Recreation Advisory Commission***

17. Interview Logistics for Zoning Board of Adjustment applicant
- Candace Poolton, Town Clerk

Town Clerk Candace Poolton reported that the Town of Waynesville’s Zoning Board of Adjustment has two vacancies, both of which are “alternate” positions. She said that Travis Tallent has been the only recent applicant. Per the Boards and Commissions manual, potential ZBA members must be interviewed prior to being appointed. Councilmembers Sutton and Dickson volunteered to interview Mr. Tallent.

**I. COMMUNICATION FROM STAFF**

18. Manager’s Report
- Town Manager, Rob Hites

Town Manager Rob Hites reported that staff have hired Paige McCurry to be the new Human Resources Director.

He said that the groundwork for the new parking lot at Haywood and Church Streets is done. He said lighting and temporary public parking signage will go in shortly.

Mr. Hites said he will be meeting with McGill to sketch out a grant request for the fall, should Waynesville be designated as a distressed community.

Mr. Hites said that there will be construction on Depot Street because the pavement collapsed. He said that AT&T collapsed the water and sewer system many years ago, causing the road to fail now.

19. Town Attorney Report
- Town Attorney, Martha Bradley

Nothing to report.

**J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL**

Councilmember Dickson requested that staff consider placing more items on the consent agenda. Councilmember Feichter requested that Councilmembers attend the Arch groundbreaking.

**K. ADJOURN**

***A motion was made by Councilmember Freeman, seconded by Councilmember Sutton, to adjourn at 7:56pm. The motion passed unanimously.***

ATTEST:

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

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

\_\_\_\_\_  
Candace Poolton, Town Clerk