

BURNSVILLE TOWN COUNCIL
Special Meeting
Tuesday, November 17, 2016

The Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, Shannon Peterson, and Ron Powell present, held a regular meeting on Thursday, November 17, 2016, at the Burnsville Town Center. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Jon England, Niles Howell, Jeanne Martin, and Ronnie Tipton; town attorney Heather Hockaday; and visitors David Grindstaff (Yancey Common Times), Rhonda Higgins, Dennis Matelski, and others. The Mayor, who presided, called the meeting to order, stating that the purpose of and the agenda for the meeting was to consider and possibly take action on the following matters:

1. Business Plan for the Burnsville Town Center
2. Contract for removal of barn on Fire Department property
3. Review of proposed ordinance provisions for sidewalk dining and sidewalk merchandise/displays/furnishings
4. Town of Burnsville's Personnel Policy

Business Plan for the Burnsville Town Center - Available for review was the *Burnsville Town Center Management Plan*, which was developed and presented to the Town in February of 2005 by the High Country Council of Governments, but never adopted. Council considered whether there is a need for a formal business plan for the Town Center. Councilor Ron Powell said there are straightforward policies on the Town Center website, and he did not see the need to develop a formal plan. Town Center Manager Chad Fox said we have been operating successfully with just the facility policy for years.

The Mayor stressed that the original business plan was a draft and should not have been available for review by the public. After considerable discussion, Ron Powell made a motion to not distribute the original plan in the future, as the purpose of the document was to only give ideas for the operation. Judy Buchanan seconded the motion, which carried.

Chad Fox was asked to gather operating policies and any policies for marketing and promotion for review at the December Council meeting. It was agreed that suggested text submitted by the Mayor would be included in any future formal business plan/policy.

Contract for Removal of Barn on Fire Department Property – This issue was tabled until the December 1st Council meeting as the contract undergoes revisions.

Review of Proposed Ordinance Provisions for Sidewalk Dining and Sidewalk Merchandise/Displays/Furnishings – A draft of the proposed ordinance was available for Council review. Ron Powell commented that he would prefer the ordinance state that permitting be “pursuant to an approved fee schedule”.

There was a discussion concerning the regulation of operating hours, and it was generally agreed that it would be preferable to stipulate the hours of closing only. Heather Hockaday will revise the proposed ordinance.

Ron Powell moved to send the revised document to the Planning Board for consideration and recommendations. Shannon Peterson seconded the motion, which carried.

Town of Burnsville's Personnel Policy – Council continued their review of the proposed personnel policy for Town of Burnsville employees.

There was a discussion about the adverse weather policy, and it was agreed that no change was appropriate.

Employee lunches and application of overtime hours were discussed. Ron Powell moved to continue the one-hour paid lunch (which has been an employee benefit) but overtime will only be paid once an employee actually works more than 40 hours. Theresa Coletta seconded the motion. Voting was as follows:

Ayes

Ruth Banks
Theresa Coletta
Ron Powell

Noes

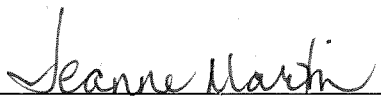
Judy Buchanan
Shannon Peterson

Motion carried.

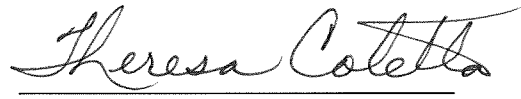
A revised draft of the Personnel Policy will be reviewed at the December 1, 2016 regular meeting.

In preparation for new overtime regulations that will take effect December 1, 2016, Leslie Crowder asked for direction with regard to salary changes for employees who are currently overtime exempt. Council agreed there will be no change.

There being no further business, Shannon Peterson moved to adjourn. Judy Buchanan seconded the motion, which carried.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor