

BURNSVILLE TOWN COUNCIL
Regular Meeting
Thursday, May 2, 2017

On May 2, 2017, the Burnsville Town Council, with members Mayor Theresa Coletta, Ruth Banks, Judy Buchanan, Shannon Peterson, and Ron Powell present, held a regular meeting at the Burnsville Town Center. Also in attendance were town staff members Brian Buchanan, Leslie Crowder, Chad Fox, Niles Howell, Jeanne Martin and Ronnie Tipton; and visitors Chuck Carlson, Lucy Doll, Gordon Higgins, Rhonda Higgins, Tim Honeycutt, Jeff Hunter, Ginger Johnson, Laura Maher, Wanda Proffitt, Woody Ryan, Harrison Tyner, and others. The Mayor, who presided, stated that the purpose of the meeting was to conduct regular business for the month of May, 2017.

- **Public Comment** – Lucy Doll spoke on the subject of animal control. Brian Buchanan advised that there is a designated individual with the Sheriff's Office that deals with animal control issues.
- **Adoption of Agenda** – Ron Powell moved to adopt the agenda as presented. Shannon Peterson seconded the motion, which carried.
- **Consideration of Minutes** – Available for review were minutes from the following meetings:
 - a. Closed session held April 6, 2017
 - b. Closed session held April 6, 2017
 - c. Special meeting held April 11, 2017
 - d. Closed session held April 11, 2017
 - e. Special meeting held April 18, 2017
 - f. Special meeting held April 24, 2017

Judy Buchanan moved to adopt the minutes of the aforesaid meetings. Shannon Peterson seconded the motion, which carried.

- **Planning Board Report** – Harrison Tyner, Chair
 - a. Minutes from the Planning Board meeting held on April 18, 2017 were available for review.
 - b. Council heard that the Planning Board is working on the subdivision ordinance and will need some professional assistance for technical issues prior to legal review by Heather Hockaday. Harrison Tyner asked Council to consider budgeting for a \$3,000 fee, and an hourly fee if the budgeted amount is exceeded.

Theresa Coletta moved to approve an expenditure of \$3,000 plus an hourly fee, if necessary, in the upcoming budget for the aforesaid purpose. Ron Powell seconded the motion, which carried.

- c. Council discussed proposed changes to the Ingles parking lot, and heard the Planning Board was unanimously opposed to the proposed traffic light. Ruth Banks moved to have Brian Buchanan obtain the D.O.T. plan for Council review. The motion was seconded by Shannon Peterson. Ron Powell suggested that Council use the D.O.T. website to review the plan, and Ruth Banks rescinded her motion.
- d. Woody Ryan gave a report on the recent Main Street Conference in Shelby.

- **Termination of Town Parking Lease on Court Street** – Available for information was a letter from Katy Carlin (Serota of Burnsville, LLC) notifying the Town of the termination of the lease agreement for the parking lot located behind 13 West Main Street and extending to the corner of 105 West Main Street building. The lease will expire July 1, 2017. The lease is not renewable.

- **Town Wayfinding** – Tim Honeycutt
Tim Honeycutt, downtown business owner and graphic sign designer, gave background on previous sign projects in which he had been involved. He displayed a concept he designed for wayfinding signs for the Town, and said he was available to serve the Town if Council decided to pursue the design.

- **Mayor's Administrative Report**
 - a. Resolution for beautification of Gateways – The Mayor reported that D.O.T. aesthetic engineer Jeff Lackey is forwarding material to help us form a Resolution for consideration by the Town and the County. The Resolution will open the door for us to work with Mr. Lackey at the community level on the gateways. Hopefully the Resolution will be available at the June Council meeting.
 - b. There will be a Council Work Session April 18, 2017 at 3:00 p.m. The agenda will include work on the General Fund budget for FY 2017 – 2018.
 - c. Hero Day Proclamations – Council reviewed Proclamations that were prepared for presentation at this year's *Hero Day* event. Ron Powell moved to adopt the aforesaid Proclamations. Theresa Coletta seconded the motion, which carried.
 - d. The Mayor explained that CPNI, which is a group of consultants organized to volunteer their services to work with Tier 1 and Tier 2 counties to revitalize their downtowns by addressing vacant storefronts, has contacted her about working with the Town. This group worked once before with the Town in 2012, when Danny McIntosh was Mayor. There would be an initial day-and-a-half meeting with the consultants and local merchants to discuss making buildings as attractive as possible for potential new businesses. Ron Powell made a motion for the Mayor to pursue this initiative. Judy Buchanan seconded the motion, which carried.

- **Department Updates:**
 - a. Administration – Jeanne Martin, Town Clerk/Tax Collector
 - 1. Pursuant to GS 105-369(a), *Tax Delinquent Report* dated March 30, 2017 was provided as an update of uncollected revenues. A variety of collection efforts are underway, and good progress has been made in the past month. Council heard that we received the first payment on a bankruptcy court order that should clear up a good portion of the amount due on prior years.
 - 2. Certificate of Sufficiency Regarding Petition for Voluntary Annexation (Winter Star Co.) – The Town Clerk reported that the investigation on the aforesaid Petition is incomplete at this time.
 - 3. Finance Issues:
 - a) The Budget vs. Actual dated May 1, 2017 was furnished to Council, along with financial statements and an overtime report. Ron Powell commented that the format of the overtime report is exactly what he was looking for.
 - b) Budget Work Ssession – Finance Officer Leslie Crowder said that the work session scheduled for May 16th will hopefully be the final meeting on the budget.

b. Fire Department – Chief Niles Howell

1. Status of Property – (Theresa Coletta and Ronnie Tipton) – The Mayor spoke about the building that has been the subject of interest to the Town and the Fire Department. Ronnie Tipton said that the cost of filming the storm drain in the area was not wasted as it gave us useful information, and indicated the storm drain on the property was in excellent shape and piping on the lot is in good condition. He reported that the flood maps appear to be wrong and he has notified the NFIP. Fire Department revenues will need to be studied.

Fire Chief Niles Howell advised that he met with his department last night and, due to various concerns, mostly financial in nature, the membership does not wish to pursue this property any further. The cost analysis for a new building is \$2.4 million, almost a million more than the department hoped for. The building will need to be designed for a 50 year look-forward. Chief Howell expressed financial concerns, advising that the fire tax forecast appears to be \$10,000 less than last year and the Burnsville Fire Department protects a good number of non-taxable properties, including government buildings, churches, and three of the largest schools in the county.

2. Operations:

- a) Council reviewed the Fire Department's Monthly Update.
- b) Chief Howell reported on the recent purchase of a ladder truck, which is currently parked in a bay at the maintenance shed. More permanent housing will need to be studied, and there are plans to have a construction engineer look at weight capacity of the upper part of the fire department. The truck will be on display at the Hero Day event.

c. Police Department - Chief Brian Buchanan reported:

1. Council reviewed the department's activity log.
2. Jake brakes (engine-assisted braking) – Chief Buchanan reported on research he has done on the subject of engine-assisted braking. Our noise ordinance is generic. He said that regulation could create a safety issue in heavy traffic, and recommended that if Council decides to go forward with regulation we should avoid it during daylight hours and follow the D.O.T. guidelines for un-muffled brakes. Jeff Hunter, a visitor at the meeting, said he wrote the Mayor about the problem, mentioning that in the early hours of the morning loud braking can affect quality of life. It was agreed that if the community feels it is an issue, it should be looked into.
3. An ordinance for street closure during the Hero Day event was considered. Ron Powell moved to adopt the ordinance. Judy Buchanan seconded the motion, which carried.
4. Council was told the police led the recent bike racers out of town and help block the streets.

d. Public Works Department – Public Works Director Ronnie Tipton reported:

1. An activity log was available for review.
2. Don Price, a DEQ inspector, has notified us that the water treatment plan has met the area-wide optimization program. The media will be notified of this accomplishment. It was noted that Ricky Crout is the current ORC (Operator in Responsible Charge) at the water plant.
3. There will be a meeting in Waynesville next week about sidewalk projects.
4. Mr. Tipton expressed his appreciation for his staff's performance during the three breaks that recently occurred on the East Main Street water line.

e. Town Center - Facility Manager Chad Fox provided a brief update of events scheduled for the upcoming month. He reported that there have been 18 separate rentals since Easter.

Upcoming events include home school graduations, scholars' luncheon, Cane River formal and the Head Start graduation. Michelle Leigh will perform in concert on May 20th.

▪ **Council Members' Reports**

a. Mayor Theresa Coletta

1. Farmers' Market Update – The Mayor advised that there are now 30 vendors at the market. She asked the Police Chief to make sure the Town Hall door on Court Street is unlocked on Saturday mornings, as we promised, so the vendors can access the restrooms.

▪ **Updates from Advisory Boards and Non-Profits**

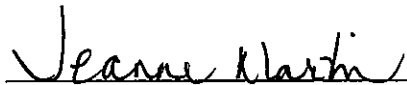
- a. Yancey County Economic Development Commission - EDC Director Wanda Proffitt reported that *Country Living* magazine has listed Burnsville as #18 out of 20 top towns to visit.
- b. High Country Council of Governments – minutes and financials were available for review.

- **Other** – Ron Powell moved to enter closed session pursuant to NCGS 143-318.11(a)(4). Shannon Peterson seconded the motion, which carried.

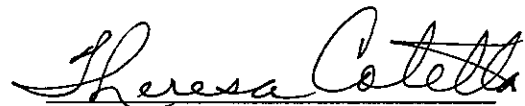
Council reconvened in open session. No action taken as a result of the closed session.

- **Next Regular Town Council Meeting** – The next Town Council meeting will be held on Thursday, June 1, 2017 at 6:00 p.m., at the Burnsville Town Center to consider regular business for the month of June.

There being no further business, the meeting adjourned.



Jeanne Martin, Town Clerk



Theresa Coletta, Mayor