

**Town of Montreat
Board of Commissioners
Agenda Meeting
December 4, 2014
Walkup Building**

Board members present: Mayor Letta Jean Taylor
Mayor Pro Tem Mary Standaert
Commissioner Martha Campbell
Commissioner Tim Helms
Commissioner Jack McCaskill
Commissioner Ann Vinson

Town staff present: Ron Nalley, Town Administrator
Misty R. Gedlinske, Town Clerk
Steve Freeman, Public Works Director
Barry Creasman, Senior Water Operator
Jack Staggs, Chief of Police
Justyn Whitson, Police Officer

Approximately 25 members of the public were also present. Mayor Taylor called the meeting to order at 7:01 p.m., led the group in reciting the Pledge of Allegiance, and gave the invocation.

Agenda Approval

Commissioner Campbell moved to adopt the proposed meeting agenda as presented. Commissioner Vinson seconded and the motion carried 5/0.

Presentation to Council

Town Hall Project Design Status Update: Architectural Design Studios staff will present preliminary construction drawings for the new Town Hall facility and give an update on the project's status at next week's meeting.

Mayor's Communications

Mayor Taylor explained that the purpose of the Board's Agenda Meetings was to review the proposed agenda items, ask questions of Town staff, and gather any additional information needed prior to taking official action during next week's Town Council Meeting.

Consent Agenda Review

The proposed Consent Agenda included the following items:

- October 9, 2014 Town Council Meeting Adoption;

- October 10, 2014 Special Meeting Minutes Adoption;
- November 6, 2014 Agenda Meeting Minutes Adoption;
- November 13, 2014 Town Council Meeting Minutes Adoption;
- 2015 Board of Commissioners Annual Meeting Calendar Adoption;
- 2015-2016 Capital Improvement Plan (CIP) and Budget Preparation Calendar Adoption.

Mayor Pro Tem Standaert requested further review of the audio recording from the November 13, 2014 Town Council Meeting minutes to determine whether Mr. Erskine Clarke's public comments included a reference to the location of Seabrook Island, SC's Town Hall.

Mr. Nalley noted that the Board's proposed 2015 Annual Meeting Calendar did not include Agenda Meeting dates in January and April due to conflicts with holiday observances. He also reviewed several key dates listed on the proposed 2015-2020 CIP and Budget Preparation calendar. A preliminary presentation for the 2015 – 2020 CIP is scheduled for January 8, with the final document available for adoption following a public hearing on March 12. A public hearing for the proposed 2015-2016 Annual Budget will be held on May 14, with adoption of the final document scheduled for June 25.

Town Administrator's Communications

- KCI Associates continues to work on a written agreement with the North Carolina State Historic Preservation Office and Federal Highway Administration that will allow the new Texas Road bridge structure to be similar in appearance to other bridges in Montreat. Staff expects this agreement to be ready for Board approval at the January Town Council Meeting.
- Architectural Design Studios staff will present draft Town Hall design plans and preliminary construction drawings at next week's Town Council Meeting. Formal approval of the final plans is expected in January. Mayor Pro Tem Standaert requested information on potential energy saving measures, audio/visual capabilities in the Council Chambers and other meeting rooms, and options for flexible spaces that could be used as offices for interns and community volunteers.
- No water was found after drilling to a depth of over 800 feet for the Well A02 replacement project on Greybeard Trail. After contacting representatives from Federal Emergency Management Agency (FEMA) and the North Carolina Department of Environment and Natural Resources' local office, staff has decided to insert an inspection camera in the existing well to evaluate its condition. Depending on the results of this investigation, it may be necessary to attempt to drill the new well in another site near the location of the existing well. The additional expenses for this work will be paid through reimbursement grants from FEMA and the North Carolina Department of Emergency Management.

- Clearing and site preparation for the Upper Kentucky Road Phase 1 Residential Utility Extension project is now complete, and water line installation is underway. The paving assessment projects in this area will take place next spring.
- There is no new information to report at this time concerning the Town's efforts to correct township name and ZIP Code inaccuracies in the Buncombe County Board of Elections' voter registration database for Montreat.

Administrative Reports

Chief Staggs reported on two stray dogs that attacked a small deer on North Carolina Terrace. The dogs are believed to be from outside Montreat, and are not wearing the type of collars usually worn by bear hunting dogs. The dogs are still at large, and have also been seen on West Virginia Terrace and Big Piney Trail. The public is asked to exercise additional caution in these areas, and to immediately report any sightings of these animals.

The Board will hear monthly departmental activity reports from the Police Chief, Public Works Director, Finance Officer and Building Inspector/Code Administrator during next week's Town Council Meeting.

Commissioner Reports

Mayor Pro Tem Standaert referred to public comments made during last month's Town Council meeting and recent letters to the editor of the *Black Mountain News* regarding the location of the Town Halls in Kiawah Island and Seabrook Island, SC. She said that public officials in both municipalities had confirmed that each Town Hall was located within the corporate limits, but outside the gates of private communities within each town. She stated that Kiawah Island had purchased a tract of land contiguous to its current town limits for a new Town Hall facility, but planned to annex the land and rezone it prior to starting construction. Mayor Pro Tem Standaert compared the circumstances of Kiawah Island's land purchase for a new Town Hall facility to the Town of Montreat's consideration of the Horton property, stating that both tracts of land were contiguous to each town's current municipal limits, and that annexation would have been completed prior to construction. She noted that although Montreat and Kiawah Island both contained a large number of rental properties and seasonal homes, Kiawah Island did not levy municipal property taxes due to the availability of revenues through hotel occupancy taxes and commercial privilege license fees.

Commissioner Campbell provided copies of handouts with information from the National Wildlife Foundation on registering residential properties as Certified Backyard Wildlife Habitats.

The Board will hear any other reports from individual Commissioners during next week's Town Council Meeting.

Public Comment

Mr. Tom Frist of 98 Frist Road said that on the morning following the November 13 Town Council meeting, he had submitted a written list of nine proposals to the Town Clerk for inclusion in the December Town Council Meeting agenda packet. He believed that these proposals represented a viable, cost-efficient alternative to the current Town Hall plans on Florida Terrace that would also restore peace and heal community relationships. He asked the Board to allow him to present these items for consideration and discussion at next week's meeting, and said he felt his proposals represented a final opportunity for an acceptable compromise that would prevent a great number of unwanted consequences.

Mr. Bob Cunningham of 162 Virginia Road thanked Mayor Pro Standaert for her clarifications concerning the location of Kiawah Island and Seabrook Island's Town Halls, and admitted that his own comments regarding that issue had not been based on information from primary sources. He felt that the community division over the Town Hall issue had not diminished over the past seven months, and predicted there would be substantial monetary expenses and emotional burdens if the court system becomes involved in this matter. He encouraged the Board to consider Mr. Frist's proposals as a starting point toward achieving community consensus.

Mr. Gordon Neville of 226 Alabama Terrace thanked Mayor Taylor and Board members for their efforts. He supported consideration of Mr. Frist's alternative proposals instead of moving forward with the current Town hall plans on Florida Terrace as a means of setting aside fixed opinions and seeking a compromise that would resolve divisions among members of the community. He also believed that re-selling the Florida Terrace lots would recoup their purchase price and generate a considerable amount of future ad valorem tax revenues if these lots were developed as separate residential home sites.

Old Business

There were no items of Old Business to discuss at this time.

New Business

- A. Public Agenda Item Requests: The Board received two requests for agenda item consideration from members of the public. Mr. Tom Frist submitted the following list of nine items concerning the location and design of the new Town Hall facility:
1. Detach the Police Department from the Town Hall offices and build a much more modest, scaled down, but beautiful and useful Town Hall at the Gate or at Pratt Park where it would also serve as a welcome center for the Town, the College, the Mountain Retreat Association (MRA), and the Presbyterian Heritage Center.

2. Place the Police Department together with the Town transportation and maintenance services in a renovated or new building where the Town Hall is now and on the property behind it.
3. Move the trash compactor to the parking area on the other side of the street.
4. Negotiate with the MRA the donation or purchase of the present Town Hall site including the land behind it, but not including the MRA maintenance services. Do the same with Pratt Park if that is where it is decided to build the new Town Hall.
5. Negotiate with State authorities the annexing of the MRA and Town land located in Buncombe County but not in Black Mountain.
6. Sell the Florida Terrace property and use the money to help finance the buildings of the Town Hall and of the combined service center outside the gate.
7. Rent a portable building or other temporary office space for employees while the renovation and construction of the new Town services building is taking place.
8. Direct the Town architects to rethink their building designs so that they can be adapted for these sites and suggestions.
9. Involve the stakeholders of Montreat in the decision-making process about these proposals.

Commissioner Helms moved to place Mr. Frist's proposals for consideration and discussion on next week's Town Council Meeting agenda. Commissioner Campbell seconded. During discussion, Commissioner Helms said he would like to have an opportunity for the Board to consider Mr. Frist's suggestion to separate the Police Department from the other administrative offices and build a smaller Town Hall facility on the Pratt Park site. He also stated his intention at next week's meeting to move for postponement of the work on Florida Terrace to allow time for architectural and engineering review of Pratt Park as a compromise Town Hall site. Commissioner McCaskill disagreed, stating that the Board had already considered and rejected Pratt Park as a potential Town Hall site. He also felt that the Town had a responsibility to uphold the terms of the Greenspace Agreement, as well as to ensure that lands donated for use as dedicated public park spaces continue to be preserved for that purpose. Mayor Pro Tem Standaert said that although she could support discussion of Mr. Frist's proposals as submitted, she was not in favor of Commissioner Helms' proposed motion to postpone work on the Florida Terrace site. After further discussion, the motion to place Mr. Frist's proposals for consideration and discussion on next week's Town Council Meeting agenda carried 3/2, with Mayor Pro Tem Standaert and Commissioner McCaskill voting in opposition.

Mr. Michael Sonnenberg has also submitted a request that the Board consider videotaping its meetings and posting the footage to the Town's website. Commissioner Campbell felt that this matter should be referred to Town staff to determine the cost of any necessary equipment

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purchases, and to provide any other related information. Mr. Nalley noted that there were no funds allocated for this purpose in the current year's Budget. Commissioner Campbell then moved to refer Mr. Sonnenberg's request to Town staff for further research. Mayor Pro Tem Standaert seconded and the motion carried 5/0.

Public Comment

Mr. Tom Frist thanked the Board for their majority vote to allow consideration of his Town Hall proposals.

Mr. Mike Sonnenberg of 125 Virginia Road said that the cost and staff time required to videotape Town meetings and post the footage to the Town's website would be minimal.

Upcoming Meeting Dates

Mayor Taylor reviewed the following list of upcoming meeting dates and deadlines:

<u>Town Services Office Closed:</u>	December 24-25, 2014 Christmas Holidays
<u>Agenda Items Due:</u>	December 26, 2014, 5:00 p.m. Town Services Office
<u>Agenda Packets Available:</u>	December 30, 2014 http://www.townofmontreat.org/ TownGovernment.php or Town Services Office
<u>Town Services Office Closed:</u>	January 1, 2015 New Year's Day Holiday
<u>January Agenda Meeting:</u>	Cancelled
<u>January Montreat Landcare Committee Meeting:</u>	January 7, 2015, 9:00 a.m. Moore Center Meeting Room
<u>January Town Council Meeting:</u>	January 8, 2015, 7:00 p.m. Walkup Building
<u>January Planning & Zoning Commission Meeting:</u>	January 15, 2015, 7:00 p.m. Walkup Building

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Town Services Office Closed:

January 19, 2015
Martin Luther King, Jr. Holiday

Rescheduled Household Garbage and Recycling
Collection Date:

Tuesday, January 20, 2015
Collection will begin at 8:00 a.m.

Agenda Items Due:

January 30, 2015, 5:00 p.m.
Town Services Office

Adjournment

There being no further items of business to discuss, Commissioner Campbell moved to adjourn the Agenda Meeting. Commissioner Vinson seconded. The motion carried 5/0 and the meeting was adjourned at 7:39 p.m.

Letta Jean Taylor, Mayor

Misty R. Gedlinske, Town Clerk