

**Town of Montreat
Board of Commissioners
Town Council Agenda Meeting
September 3, 2015
Walkup Building**

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

Town staff present: Stefan Stackhouse, Finance Officer & Deputy Town Clerk
Jack Staggs, Chief of Police
Barry Creasman, Senior Water Operator

Approximately 15 members of the public were also present. Mayor Taylor called the meeting to order at 7:00 p.m., led the group in reciting the Pledge of Allegiance and in prayer.

Agenda Approval

Mayor Taylor welcomed everyone to the meeting and asked if there were any additions to the agenda. Commissioner Campbell requested to add the following:

- 1) Presentations – Montreat College Cyber Security Department Presentation
- 2) New Business – Montreat Board of Adjustment Meeting Summary – A motion requesting the Zoning Administrator research better options for addressing the application of the Fair Housing Act in the current Ordinances and that this review and the one previously requested on front and back building setbacks be addressed as soon as possible.

Commissioner Vinson made a motion to approve the Agenda as amended. Commissioner Helms seconded and the motion to approve the Agenda as amended carried 5/0.

Public Hearings:

Upper Kentucky Road Phase I Neighborhood Street Preliminary Assessment Roll

The Board will hold a Public Hearing at the beginning of next week's meeting to receive comments on the Upper Kentucky Phase I Neighborhood Street Preliminary Assessment Roll.

Mayor's Communications

Mayor Taylor stated that she would reserve her communications until next week.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- May 21, 2015, Special Meeting Minutes (Pending)
- June 11, 2015, Town Council Meeting Minutes (Pending)
- June 18, 2015, Special Meeting Minutes (Pending)
- June 25, 2015, Special Meeting Minutes (Pending)
- July 2, 2015, Agenda Meeting Minutes (Pending)
- July 9, 2015, Town Council Meeting Minutes (Pending)
- August 6, 2015, Agenda Meeting Minutes (Pending)
- August 13, 2015, Town Council Meeting Minutes (Pending)
- Approval of Fiscal Year 2015-2016 Budget Amendment #1 to account for the Landcare Hemlock Restoration Initiative Grant

Town Administrator's Communications

Mayor Taylor stated that due to the Town Administrator's absence, Mr. Nalley's report would be given during next week's Town Council meeting.

Administrative Reports

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

Public Comment – Agenda Items

Mayor Taylor reiterated that this Public Comment period was intended for remarks pertaining to items listed on the meeting agenda, including staff reports and communications.

There were no comments from the public at this time.

Old Business

- A. Resolution #15-09-01 Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Street Assessment Project: Mayor Taylor reported that a public hearing on this matter is scheduled for next week's Town Council meeting.
- B. Sanitation Services Discussion: The Board will hold a discussion on Sanitation Services at next week's Town Council meeting.

New Business

- A. **Montreat Board of Adjustment Meeting Summary:** In light of the matter that had recently come before the Montreat Board of Adjustment, Commissioner Campbell requested that the following motion be considered at next week's Council meeting: To Request that the Zoning Administrator research better options for addressing the requirements of the Fair Housing Act in the Ordinances of the Town of Montreat and that the Zoning Administrator send those options to the Planning and Zoning Commission to draft recommended ordinance changes for the Town Council to consider and that this review and the one previously requested on front and back building setbacks be addressed by the Planning and Zoning Commission as soon as possible.

Public Comment – Other Topics

Mayor Taylor reiterated that this Public Comment period was intended for remarks pertaining to public business items not listed on the meeting agenda, including any reports or communications from other community entities.

There were no comments from the public at this time.

Commissioner Communications

There were no Commissioner communications at this time.

Upcoming Meeting Dates

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

<u>Town Services Office Closed:</u>	September 7, 2015 Labor Day Holiday
<u>Rescheduled Sanitation Collection Date:</u>	September 8, 2015 Collection Begins at 8:00 a.m.
<u>September Town Council Meeting:</u>	September 10, 2015, 7:00 p.m. Walkup Building
<u>September Planning and Zoning Commission Meeting:</u>	September 15, 2015, 7:00 p.m. Walkup Building

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<u>Agenda Items Due</u>	September 25, 2015, 5:00 p.m. Town Services Office
<u>October Agenda Meeting</u>	October 1, 2015, 7:00 p.m. Walkup Building
<u>October Town Council Meeting</u>	October 8, 2015, 7:00 p.m. Walkup Building

Closed Session

Commissioner Vinson moved to enter into Closed Session in accordance with North Carolina General Statute §143-318.11(3) for attorney consultation regarding the Civil Action: Carolyn Zoe Crowder, John L. Currie, Nancy B. Thomas, Henry W. Darden, Jr., and wife, Carolyn V. Darden, Plaintiffs, versus the Town of Montreat, Defendant. Commissioner Campbell seconded and the motion carried 5/0.

Upon a motion by Commissioner Helms and a second by Commissioner Vinson with the motion carrying 5/0, the Board returned to Open Session. No action was taken during the Closed Session.

Adjournment

Upon returning to open session, Commissioner Campbell moved to adjourn the Agenda Meeting. Commissioner Vinson seconded and the motion carried 5/0. The meeting was adjourned at 7:55 p.m.

Letta Jean Taylor, Mayor

Stefan Stackhouse, Deputy Town Clerk