

**Town of Montreat
Board of Commissioners
Town Council Meeting
August 13, 2015
Walkup Building**

Board members present: Mayor Pro Tem Mary Standaert
Commissioner Martha Campbell
Commissioner Tim Helms
Commissioner Ann Vinson

Board members absent: Mayor Letta Jean Taylor
Commissioner Jack McCaskill

Town staff present: Ron Nalley, Town Administrator
Stefan Stackhouse, Finance Officer & Deputy Town Clerk
Steve Freeman, Public Works Director
Barry Creasman, Senior Water Operator
David Arrant, Master Police Officer

Approximately 38 members of the public were also present. Mayor Pro Tem Standaert called the meeting to order at 7:00 p.m., led the group in reciting the Pledge of Allegiance, and in a moment of silence.

Agenda Approval

Mayor Pro Tem Standaert asked if there were any changes to the Agenda. Commissioner Campbell made a motion to add the following items:

- 1) New Business – Sanitation Services – A motion instructing the Town Administrator to contact Montreat College and the Montreat Conference Center to discuss possibilities for collaboration with regard to a community-wide sanitation program.
- 2) New Business – Sanitation Services – A motion instructing the Town Administrator to explore options for the secure public use of the dumpster facility by the Montreat community.

Commissioner Vinson seconded and the motion carried 3/1 with Commissioner Helms voting against the motion. Commissioner Vinson then moved to adopt the Agenda as amended. Commissioner Campbell seconded and the motion carried 4/0.

Presentation of Certificates of Appreciation

Commissioner Campbell presented Certificates of Appreciation to Eagle Scouts David Teo and Joseph Frith. David Teo described his Eagle Scout Project which involved landscaping improvements to the rear yard of the Anderson house. Commissioner Campbell reported that Joseph Frith, who was not able to attend the meeting, constructed a new pedestrian bridge at

Robert Lake Park for his Eagle Scout Project.

Public Hearing: Application for Approval of Financing Agreements: Upper Kentucky Road Phase I, Residential Utility, Neighborhood Utility, Neighborhood Street, and Peace Lane Assessment Projects

Mr. Stackhouse explained that with the completion of the four special assessment projects, the Town is now seeking North Carolina Local Government Commission approval for long-term financing for the projects. This ten-year financing agreement will enable the Town to recoup its investment in these projects and to replenish the Town fund balances paid out during the construction of the projects. Debt service for the project will then be covered by the annual special assessment revenues.

Mayor Pro Tem Standaert then opened the public hearing for comments. There being no comments, Mayor Pro Tem Standaert closed the public hearing.

Public Hearing: Preliminary Assessment Roll - Upper Kentucky Road Phase 1 Neighborhood Street Assessment Project

Mr. Nalley reviewed the project and displayed a map of the area covered by the Upper Kentucky paving project. Fourteen property owners, representing a total of 38 lots are to be assessed the total project cost amount of \$16,519.23, or \$434.72 per lot.

Mayor Pro Tem Standaert then opened the public hearing for comments. Mr. Les McLean, 534 Salem Drive, stated that the Upper Kentucky Road paving project, while adjoining his lots, would not benefit him directly because he enters his lots from Salem Drive. He requested that the Board remove him from the preliminary assessment roll. There being no further public comments, Mayor Pro Tem Standaert closed the public hearing.

Public Hearing: Peace Lane Paving Project Preliminary Assessment Roll

Mr. Nalley reviewed the project and displayed a map of the area covered by the Peace Lane paving project. Eight property owners, representing 12 lots are to be assessed the total project cost of \$23,988.86, or \$1,999.07 per lot.

Mayor Pro Tem Standaert then opened the public hearing for comments. There being no comments, Mayor Pro Tem Standaert closed the public hearing.

Mayor's Communications

Mayor Pro Tem Standaert reported that Mayor Taylor is traveling but that she has asked her to update the Board and public on the State budget and sales tax redistribution proposal being

discussed by the North Carolina General Assembly. The Mayor, on behalf of the Town, has sent in a letter through the Alliance for a Prosperous North Carolina requesting that the Senate consider not changing the present sales tax distribution formula. The Mayor is urging Montreat property owners with residences elsewhere to please contact their local representatives about the negative impact this proposal would have on Buncombe County and the Town of Montreat.

Mayor Pro Tem Standaert then recognized Jeff, Gerda, and David Teo, as representatives of Montreat College, and presented to them Resolution #15-08-04 Honoring Montreat College and Commemorating Its Centennial.

Consent Agenda Review

There were no items approved through the consent agenda.

Town Administrator's Communications

- Mr. Nalley noted that the minutes for the May 21st Special Meeting, the June 11th Town Council Meeting, the June 18th Special Meeting, the June 25th Special Meeting, the July 2nd Agenda Meeting and the July 9th Town Council Meeting are still pending.
- Mr. Nalley thanked all those who attended the sanitation special meeting on August 11th. He especially thanked Mayor Taylor for presiding and Sam Hobson for facilitating the meeting. The PowerPoint presentation from the meeting will be added to the Town's website for those who were unable to attend.
- A set of supplemental questions has been sent to each of the applicants for the vacant Town Clerk position.

Administrative Reports

Police Chief: Master Police Officer Arrant presented and reviewed the July 2015 monthly departmental activity report. Officer Arrant reported on the Fourth of July activities including the Montreat Gait and Parade. He also noted that during the July 4th holiday, a total of 5,578 vehicles passed the speed detection sign and counter at the Gate. This was 858 more vehicles than last year. Officer Arrant then thanked the other Town and Montreat Conference Center employees who assisted the department with the July 4th activities.

Public Works Director: Mr. Freeman reported on the following items:

- The final Friday bi-weekly sanitation collection service for the summer will be held on August 28th.

- Street crews continue their work on pot hole patching, mowing, split-rail fence repairs and restoring the gravel roads throughout Town. Kudzu spraying will begin next week.
- As was reported last week, Well A04 was struck by lightning and had to be replaced. Due to the high water demand during the summer, the well had to be repaired quickly. All wells are now back in service. In response to a question from Commissioner Campbell, Mr. Freeman indicated that while there are other communities in Western North Carolina experiencing drought conditions and imposing water restrictions, Montreat uses well water and is not in as bad shape as those with surface water systems. Nevertheless, Mr. Freeman noted that conditions are dry and he urged everyone to conserve. In response to a question from Mayor Pro Tem Standaert, Mr. Freeman explained that Montreat does not need to buy water from Black Mountain because of improvements made to the water system, including replacing and repairing old lines. In addition, in 2010, three new wells were added to the system using stimulus funding from the American Recovery and Reinvestment Act, lowering the pumping hours in existing wells. The water systems for the Town of Black Mountain and Montreat are interconnected in case an emergency arises.

Finance Officer: Mr. Stackhouse presented and reviewed the following monthly reports:

- June 2015 Financial Summary Report;
- Final June 2015 Detailed Financial Statement;
- Preliminary July 2015 Detailed Financial Statement;
- July 31, 2015 Cash and Investment Earnings Report.

In response to a question from Commissioner Vinson, Mr. Stackhouse reported that the Town's legal expenses for fiscal year ending 2015 were around \$80,000, of which about \$60,000 was due to the current lawsuit.

Building Inspector/Code Administrator: Mr. Currie was absent and gave his report earlier at the Agenda meeting.

Public Comment – Agenda Items

Mayor Pro Tem Standaert 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 Approving Financing Terms – Upper Kentucky Phase I Area Assessment Projects: Commissioner Vinson moved to adopt Resolution #15-08-01 approving financing terms for the Upper Kentucky Phase I Area assessment projects. Commissioner Helms seconded and the motion carried 4/0.

- B. Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase I Neighborhood Street Assessment Project: Commissioner Campbell asked the Board to consider a substitute motion removing Mr. Les McLean from the assessment roll based on him not receiving any direct benefit from the street project. Hearing no objection, Commissioner Campbell moved to remove Mr. Les McLean from the assessment roll, that the assessment roll be recalculated, and that the Board call for a new public hearing at the September 10, 2015 regular meeting. Commissioner Vinson seconded and the motion carried 4/0.

- C. Resolution Confirming Assessment Roll and Levying Assessments – Peace Lane Street Assessment: Commissioner Vinson moved to adopt Resolution #15-08-03 confirming the assessment roll and levying assessments for the Peace Lane Street Assessment Project. Commissioner Campbell seconded and the motion carried 4/0.

New Business

- A. Resolution Honoring Montreat College and Commemorating Its Centennial: Commissioner Campbell moved to adopt Resolution #15-08-04 Honoring Montreat College and Commemorating Its Centennial. Commissioner Vinson seconded and the motion carried 4/0. Mayor Pro Tem Standaert recognized Mr. Jack Heinen, Vice President for Finance and Administration at Montreat College, and offered to formally present the Resolution to the College during their Centennial Celebration.

- B. Montreat College Temporary Street Closure Request – Portion of Lookout Road: Commissioner Vinson moved to approve the temporary closure of a portion of Lookout Road from Anderson Auditorium Parking Lot to Assembly Circle on Wednesday, August 19th, 2015 from 10:00 a.m. until 2:00 p.m. for the Montreat College Centennial Celebration. Commissioner Campbell seconded and the motion carried 4/0. In response to a question from Commissioner Helms, Mr. Nalley confirmed that this is the same section of road that was closed for the Presidential Inauguration, and this closure will carry the same stipulations requested by Chief Staggs as in that event.

- C. Well AO4 Pump Replacement: Commissioner Helms moved to approve the proposed invoice from Ruben Caldwell Drilling, Inc. in the amount of \$4,245.00. Commissioner Vinson seconded and the motion carried 4/0.

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- D. Montreat Hemlock Restoration Initiative Grant: Commissioner Campbell moved for the Town of Montreat to serve as the Fiscal Agent for the NCDA&CS Hemlock Restoration Initiative Grant and to accept the terms outlined in the grant proposal if awarded. In response to a question from Mayor Pro Tem Standaert, Mr. Nalley noted that the Town of Montreat through Montreat Landcare is requesting a grant of \$10,000 from the North Carolina Department of Agriculture, with a \$10,000 match from local funding sources, to establish a colony of “Lari” beetles and to conduct a series of chemical treatments in order to attack the Hemlock Woolly Adelgid as part of the Save our Hemlocks program. Commissioner Vinson then seconded and the motion carried 4/0.
- E. Sanitation Services – Community Wide Sanitation Program: Commissioner Campbell moved to instruct the Town Administrator to contact appropriate staff from Montreat College and Montreat Conference Center who have responsibility for solid waste and recycling disposal, and within 30 days, to convene institutional representatives to determine if there is mutually beneficial synergy to work together for a community-wide sanitation program. Following this determination, the Town Administrator will work with other smaller institutions within the Town of Montreat who have responsibility for their own waste and recycling disposal to extend opportunities for mutually beneficial sanitation services which may be developed by the town and larger institutions. Commissioner Vinson seconded the motion. During discussion, Commissioner Campbell stated that she was making her motion in response to public input received from the Board’s special meeting held on August 11th. Commissioner Vinson stated that she would also like the Town to consider consulting with rental property owners. Commissioner Helms stated that while he is not necessarily opposed to the motion, the reason he opposed adding this item to the agenda is that he had not had time to study it since the motion language was not distributed in advance of the meeting. Mayor Pro Tem Standaert agreed and stated that process is important. She went on to say, that the Town has over 600 homes, 100 of which are rental properties, which is a shift over the past few years. Due to this shift, the Town needs to involve landlords and property management companies with this issue. In response to a question from Commissioner Helms, Mr. Nalley confirmed that the compactor site will continue to operate in the same manner as it has during the summer as instructed by the Board until an evaluation can be made at the end of August and a report submitted to the Board in September. Commissioner Helms noted that this could delay any action by the Board until October. Mr. Nalley stated that the Board approved this timeline at the beginning of summer in order to allow enough time to compile the data needed in order to make final recommendations for the site. Commissioner Vinson stated that her understanding of the intention of the motion is to contact institutions to work on a long-term solution and that the review of the operation of the compactor site was a separate matter and based on a much shorter time frame. There being no further discussion, Mayor Pro Tem Standaert restated the motion, and the motion carried 4/0.
- F. Sanitation Services - Dumpster Facility Use: Commissioner Campbell moved to instruct town staff to continue to investigate options for secure public use of the dumpster facility by the

Montreat community and that staff provide to the Council and the public cost estimates for recommendations made at the August 11, 2015 Special Sanitation Town Hall Meeting, from emails and from public comments, including but not limited to: special bags for no-charge disposal into the dumpster, security cameras, a card or chip system to access the gate and upgrades to the facility necessary for safe use by the Montreat community. Commissioner Vinson seconded the motion. During discussion, Commissioner Helms clarified that “secure use” means for the Montreat public only. In response to a question from Commissioner Vinson, Mr. Freeman confirmed that some work had already been done on this issue and that these figures would likely need to be updated. Commissioner Campbell stated that the Town has received some good ideas and that the Town now needs to review and explore these different ideas. There being no further discussion, the motion carried 4/0.

Public Comment – Other Topics

Mayor Pro Tem Standaert 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.

- Tanner Pickett, Vice president for Sales, Marketing and Communications with the Montreat Conference Center, presented a check for \$30,086, which was the latest installment of the Community Service Fee. Mr. Pickett conveyed the thanks of the Conference Center for the mutually beneficial relationship with and assistance from the Town of Montreat. He reported that the Conference Center had finished a great summer and on August 21st will be commemorating the 50th anniversary of Martin Luther King’s speech at Anderson Auditorium. Special security arrangements will be in place for the event so please see a staff member if you or interested in attending.
- Bill Seaman, 425 Appalachian Way, reported that at their last meeting, the Landcare Committee considered how to move forward with developing an application for TreeCity USA designation by the National Arbor Day Foundation. The Landcare Committee is unanimous in its recommendation that TreeCity USA status is an appropriate and beneficial opportunity for Montreat. Accordingly, the Committee has begun to develop an application that will be presented to the Board for review in September. Of the four standards required for designation, two have already been met. The two remaining standards are easy achievable and include the establishment of a Tree Board, which is a role that could be assumed by the Landcare Committee, and the development of a Tree Ordinance, which may be as simple as updating the current Ordinance. TreeCity USA certification may also open the door to external funding and involvement with other special programming.

Commissioner Communications

Commissioner Vinson reported that she had attended the Landcare Committee meeting and was supportive of the TreeCity USA designation for Montreat. Commissioner Vinson stated that information on the Hemlock program, the Community Firewise Program, and other handouts were available on the back table. She also thanked Mr. Richard DuBose, President of the Montreat Conference Center, for an article praising Montreat Landcare and the Save our Hemlock program. On July 28th the Audit Committee met with the Town’s auditors as well as elected new officers.

Commissioner Campbell thanked Mr. Seaman for his report and added that Barry Creasman and Mike Harrison will be attending an urban forestry conference and working toward their arborist certification. Landcare is planning an autumn event to educate the member organizations of Landcare about the work of the Committee. The Committee has begun planning for the 2016 native plant sale and Arbor Day celebration. Commissioner Campbell also noted that the Heritage Center will soon open an exhibit on the Montreat College Centennial and that she will be helping with new student orientation community projects around town.

Mayor Pro Tem Standaert stated that the remodeling of Upper Anderson had been completed and that it was now a new glorious space.

Upcoming Meeting Dates

Mayor Pro Tem Standaert reviewed the following list of upcoming meeting dates and deadlines:

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| <u>August Board of Adjustment Meeting:</u> | August 27, 2015, 7:00 p.m. Walkup Building |
| <u>Bi-Weekly Sanitation Service Ends:</u> | August 28, 2015 |
| <u>Agenda Items Due:</u> | August 28, 2015, 5:00 p.m. Town Services Office |
| <u>Montreat Landcare Committee Meeting:</u> | September 2, 2015, 9:00 a.m. Freeland Hall |
| <u>September Agenda Meeting:</u> | September 3, 2015, 7:00 p.m. Walkup Building |
| <u>Town Services Office Closed:</u> | September 7, 2015 Labor Day Holiday |

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Rescheduled Sanitation Collection Date: September 8, 2015
Collection Begins at 8:00 a.m.

September Town Council Meeting: September 10, 2015, 7:00 p.m.
Walkup Building

Tentative – September Planning and Zoning
Commission Meeting: September 15, 2015, 7:00 p.m.
Walkup Building

Adjournment

There being no further business, Commissioner Vinson moved to adjourn the Town Council Meeting. Commissioner Campbell seconded and the motion carried 4/0. The meeting was adjourned at 8:21 p.m.

Mary Standaert, Mayor Pro Tem

Stefan Stackhouse, Deputy Town Clerk