

**Town of Montreat
Board of Commissioners
Town Council Agenda Meeting
January 4, 2018
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kent Otto
Commissioner Kitty Fouche
Commissioner Bill Gilliland
Commissioner Alice Lentz
Commissioner Tom Widmer

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator
Angie Murphy, Town Clerk
Dave Arrant, Chief of Police

Approximately 6 members of the public were also present. Mayor Helms called the meeting to order at 7:04 p.m., led the group in reciting the Pledge of Allegiance, and held a moment of silence.

Agenda Approval

Commissioner Gilliland moved to adopt the agenda as presented. Commissioner Widmer seconded and the motion carried 5/0.

**Public Hearing: Proposed Rezoning of Well Site 4 from Conservation to Institutional
Followed by Possible Action**

Next week a Public Hearing will be held with possible action to follow. Mr. Carmichael does not feel there will be any public outcry with regards to this proposed rezoning of Well Site 4. The matter sailed through Planning and Zoning with only a few questions asked. Mr. Carmichael will be prepared to answer any questions presented. Commissioner Fouche asked if this matter were to be voted in next week how long will it take to get accomplished. Mr. Carmichael stated that he does not have a definite timeline on the project. There are several permits to be obtained before the building can be demolished. Our Public Works Crew can demolish the building themselves and then an engineer will have to cap off the well. After this process site preparation can begin.

Mayor's Communications

Mayor Helms stated that he would be absent from next week's meeting. Commissioner Widmer suggested that either Mayor Pro Tem Otto or Mr. Carmichael report on the closing of the Creek Side property. Mayor Helms announced to those in attendance that the property did close with Mr. Carmichael, Miss Murphy and Mrs. Helms in attendance. The final step in the process is the surveys on the easements and those were completed earlier today.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- December 7, 2017, Town Council Agenda Meeting Minutes
- December 14, 2017, Town Council Public Forum Minutes
- December 14, 2017, Town Council Meeting Minutes

Town Administrator's Communications

- Mr. Carmichael provided an update on the Metropolitan Sewerage Districts recent decision to potentially allow MSD to cover the Cane Creek area of Henderson County. MSD Representative Matt Ashley voted against the expansion. The vote was 10-1 against the expansion. The crux of the discussion revolved around the representation on the Board. Mr. Ashley sent an email to the Mayor this afternoon which Mr. Carmichael will pass onto the Commission.
- Mr. Carmichael stated that the Commission had directed Staff to separate the large existing lot on Florida Terrace and to recombine into two separate conforming lots. The preferred separation would have one lot facing Arkansas Trail and one lot facing Florida Terrace if that met the minimum zoning requirements. As it turns out the minimum depth of the lot does not meet the minimum zoning requirements. There is enough depth to divide the property laterally. A recombination survey has been scheduled for later this month. Once we have the survey completed we can then proceed with putting the property up for sale.
- Mr. Carmichael stated there would be a bid for asbestos removal in February.
- Mr. Carmichael has been working on a simpler, cleaner format for the Administrative Reports which will provide more information.

Administrative Reports

Police Chief: Reports were in written form as requested by Council. Commissioner Widmer asked if there would be a year end summation of the police department reports. Chief Arrant stated that it was usually presented at the Annual Retreat.

Public Works Director: Reports were in written form as requested by Council.

Commissioner Lentz asked if Finance and Development Services would be available for Council review by next month. Mr. Carmichael stated that he hoped to have Development Services but Finance might take a little longer. Commissioner Fouche wondered if the Administrative Reports would be better read if pulled out and emailed separately. Mr. Carmichael envisions using the website as a tool to show "Montreat by the Numbers" which would be a dashboard of sanitation facts, the crime report and other pertinent information.

Public Comments

Mayor Helms 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.

Old Business

There will be no Old Business to discuss.

New Business

There will be no New Business to discuss.

Public Comments-Other Topics

Mayor Helms reiterated that the Public Comment period were 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.

Commissioner Communications

There were no Commissioner Communications this evening.

Upcoming Meeting Dates

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

January Town Council Meeting:

January 11, 2018, 7:00 p.m.
Public Forum begins at 6:30 p.m.
Walkup Building

Town Services Office Closure:

Town Services will be closed on January 15th
for Martin Luther King Jr Holiday

Sanitation Schedule Change:

Trash will be collected on Tuesday, January
16th

Tree Board:

January 23, 2018, 9:30 a.m.

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February Town Council Agenda Meeting:

February 1, 2018, 7:00 p.m.
Walkup Building

Montreat Landcare:

February 7, 2018, 9:00 a.m.
Allen Building
Swannanoa Room

February Town Council Meeting:

February 8, 2018, 7:00 p.m.
Walkup Building

Town Council Annual Retreat:

February 13, 2018, 3:00 p.m. – 8:00 p.m.
The Left Bank

Tree Board:

February 20, 2018, 9:30 a.m.
Town Services Building

Commissioner Fouche asked if there were any updates on the Texas Road Bridge. Mr. Carmichael stated there were no updates at this time. The environmental division of the Department of Transportation has re-presented a letter to us ready to sign but they are requesting approval from the State Historical Preservation Office. Mr. Carmichael does not feel this will be a problem since the no build option was chosen but the onus is on him to reach out to the SHPO. Commissioner Widmer asked if Mr. Carmichael could reach out to SHPO before next week's meeting. Commissioner Widmer also asked if Mayor Helms and Mr. Carmichael still planned to go before the Town of Black Mountain's Board of Aldermen about the de-annexation proposal. Mayor Helms stated that it would be on Monday, January the 8th at 6:00 p.m.

Closed Session

There will be Closed Session next week to discuss a personnel matter as well as approving Closed Session Minutes for March and April.

Adjournment

There being no further business, Commissioner Gilliland moved to adjourn the Town Council Meeting. Commissioner Lentz seconded and the motion carried 5/0. The meeting was adjourned at 7:28 p.m.

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Tim Helms, Mayor

Angela Murphy, Town Clerk