

**Town of Montreat
Board of Commissioners
Town Council Agenda Meeting
January 5, 2017
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Bill Gilliland
Commissioner Kent Otto
Commissioner Mary Standaert
Commissioner Ann Vinson

Board members absent: None

Town staff present: Al Richardson, Interim Town Administrator
Steve Freeman, Public Works Director
Angie Murphy, Town Clerk
Jack Staggs, Chief of Police
Barry Creasman, Senior Water Operator

Approximately 20 members of the public were also present. Mayor Helms called the meeting to order at 7:03 p.m., led the group in reciting the Pledge of Allegiance, and held a moment of silence.

Agenda Approval

Commissioner Otto moved to remove Item A under Old Business which was a discussion about Montreat as a Welcoming Community and tie it in with a future discussion about banners and signs. Commissioner Otto also moved to remove Item H under New Business which was to be a discussion about the minutes from the Texas Road Bridge Meeting in Raleigh. Commissioner Otto felt that since an inspection of the bridge was pending that once that inspection is back the topics could be combined for a good conversation. Commissioner Standaert stated that she sent an email to each Commissioner and the Mayor asking if they had any questions or concerns about the items she had placed on the agenda and she received no responses. Commissioner Standaert stated that Item A did not require action until February and she was basically looking for community input. Commissioner Standaert requested that Item A remain on the agenda. Commissioner Otto felt that the Town Hall Committee Presentation required more attention to detail and deserved more of the Commission's time. Mayor Pro Tem Fouche stated that Commissioner Standaert's email stated to let her know if there were any questions. Mayor Pro Tem Fouche did not have questions but she did not agree with those items being on the agenda. Mayor Pro Tem Fouche stated that being welcoming is shown in our actions and not by the addition of signage. Mayor Pro Tem Fouche stated that there were several welcome signs at the gate and any more would be distracting. Commissioner Vinson did not see how the welcoming community discussion would fit in with a discussion about banners and signs. Commissioner Gilliland noted that there were actually two welcome signs at the gate and he is fine with postponing the discussion. Mayor Pro Tem Fouche seconded Commissioner Otto's motion to

remove Item A from Old Business and the motion carried 3/2. Mayor Pro Tem Fouche seconded Commissioner Otto's motion to remove Item H from New Business. Commissioner Otto felt this would be a good discussion but not at this time. Commissioner Standaert had requested that the meeting in Raleigh in October with the NCDOT and Federal Highway Association be audio-taped and it was denied at the meeting. Commissioner Standaert had to ask for a written copy of the minutes of that meeting. Commissioner Standaert wanted to know the current status of the refund of the 80/20 match. Commissioner Standaert wanted to know who would sign the letter that would go to the NCDOT about the Texas Road Bridge. Interim Town Administrator Richardson made every attempt to audio tape the meeting in Raleigh but it was stated that if one member of the meeting objected there would be no taping. Mr. Richardson stated they were there asking for \$263,000 to be forgiven and he was not going to push the audio-taping at the chance of losing that money. Mr. Richardson stated KCI would be onsite tomorrow to inspect the Texas Road Bridge and the report would be available in about 4-5 weeks. Commissioner Standaert suggested they table this item until the bridge inspection is completed. Commissioner Standaert amended Commissioner Otto's motion to remove Item H by tabling the discussion instead. Commissioner Gilliland seconded and the motion carried 5/0. Commissioner Vinson moved to adopt the agenda as amended. Commissioner Gilliland seconded and the motion carried 5/0.

Mayor's Communications

Mayor Helm's stated that at next week's meeting there would be a presentation to Council from the Town Hall Committee.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- December 1, 2016, Town Council Agenda Meeting Minutes
- December 8, 2016, Public Forum Meeting Minutes
- December 8, 2016, Town Council Meeting Minutes

Town Administrator's Communications

- Interim Town Administrator Al Richardson had nothing to report at this time.

Administrative Reports

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

Commissioner Standaert asked what the acronym LEO represented. Chief Staggs advised that it stood for Law Enforcement Officer.

Commissioner Standaert asked for a report at the next meeting about whether a compactor sanitation truck would be a viable option and do the dumpsters need to stay at the current location or could they be moved to another site.

Commissioner Standaert also requested the correct budgetary actions for the purchase of the new sanitation truck to be included in the next meeting.

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.

Mrs. Martha Campbell of 149 Maryland Place, questioned whether Items B and C under New Business about Sanders and Spreaders needed to be addressed sooner rather than later due to impending bad weather.

Mrs. Robin Melvin of 246 Texas Road Spur, spoke in support of doing away with Agenda Meetings.

Old Business

There is no Old Business to discuss.

New Business

- A. Sanitation Department Vehicle Purchase – 2017 Ford F550: Staff is suggesting the purchase of a 2017 Ford F550 truck from Ken Wilson Ford in the amount of \$63,411.25. They also suggest paying off the full amount instead of financing over a five year period, this will save the Town \$4,212.31 in finance fees and to authorize the Mayor and the Town Administrator to execute the necessary contract documents.

- B. Street Department Sander/Spreader Purchase: On average the sander is used to apply 6 to 8 tons of material per event during the winter. Due to its use during extreme conditions and the departments inability to adequately store the sander, it is now rusting and showing signs of deterioration in the hopper and undercarriage. Also due to the corrosion, the spreader controls and chains are virtually impossible to adjust. The sander was on the Capital Improvement Plan for this year but monies were not available to fund this project at that time. Our current sander was purchased 11 years ago and if it goes down in the middle of a storm we do not have a backup to sand the unsafe places on our streets. Staff recommends purchasing a sander/spreader from Jim Campen in the amount of \$4,761.50.

- C. Street Department Ice Melt Spreader: This equipment would improve safety concerns for staff. They would no longer have to load the larger sander for late night calls when only a small amount of traction aid is needed. Also staff would not have to risk falls and injury to their

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person since they currently put traction aid out by hand. Staff recommends purchasing an ice melt spreader from Jim Campen in the amount of \$1,625.33.

- D. Florida Terrace Property Workshop: It was decided at the December Town Council Meeting that the Commissioners would have their calendars ready to set a day, date and time for a workshop to start discussions of options for the Florida Terrace Property.
- E. Agenda Meeting: It has been recommended that we do away with the agenda meetings and move the public forum 30 minutes prior to the regular meeting. Commissioner Standaert asked if Staff had asked for this to be included on the agenda. Commissioner Otto stated that he asked for it to be placed on the agenda because he does not see that there is a lot of benefit from the meetings. It was also discussed at the Annual Retreat that it would be revisited later on to see if the meetings were bringing value to the Commission. Commissioner Vinson stated that she finds a lot of value in the agenda meetings because a lot of great conversations do come about. Commissioner Vinson also stated that every person in the room has chosen to be there.
- F. Regular Meeting: It has been recommended to reschedule the regular meeting from the 2nd Thursday of every month to the 1st Thursday of every month.
- G. Discussion of Town Hall Committee Report and Possible Action: There will be a discussion of the Town Hall Committee Report at next week's meeting.

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

Commissioner Standaert stated that the 7th Annual Rim Hike Series sponsored by the Swannanoa Valley Museum will have an initial interest meeting on Tuesday, January 10th at 6:30 p.m. at the Swannanoa Valley Museum. This is a good way to meet your neighbors and build community.

Mayor Pro Tem Fouche thought it would be a good idea if a citizen's committee was formed to meet with Chief Staggs and discuss evacuation plans. Mayor Pro Tem Fouche would also like clarification on what her duties as a commissioner would be in the event of an evacuation situation.

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Upcoming Meeting Dates

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

<u>January Town Council Meeting:</u>	January 12, 2017, 7:00 p.m. Walkup Building
<u>Town Services Offices Closed:</u>	January 16, 2017 Martin Luther King Jr. Holiday Sanitation resumes on Tuesday, Jan 17 th
<u>Montreat Tree Board:</u>	January 24, 2017, 9:30 a.m. Town Services Building
<u>Montreat Board of Adjustment:</u>	January 26, 2017, 7:00 p.m. Walkup Building
<u>Montreat Landcare:</u>	February 1, 2017, 9:00 a.m. Allen Building Swannanoa Room

Closed Session

There will be a closed session at next week's meeting.

Adjournment

There being no further business, Commissioner Otto moved to adjourn the Town Council Meeting. Mayor Pro Tem Fouche seconded and the motion carried 5/0. The meeting was adjourned at 7:46 p.m.

Tim Helms, Mayor

Angela Murphy, Town Clerk