

**Town of Montreat
Board of Commissioners
Town Council Agenda Meeting
February 4, 2016
Walkup Building**

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

Board members absent: None

Town staff present: Ron Nalley, Town Administrator
Jack Staggs, Chief of Police
Steve Freeman, Public Works Director
David Currie, Building Inspector/Code Administrator
Angie Murphy, Town Clerk

Approximately 17 members of the public were also present. Mayor Helms called the meeting to order at 7:00 p.m., and led the group in reciting the Pledge of Allegiance and in a moment of silence.

Agenda Approval

Mayor Helms welcomed everyone to the meeting and commended the Public Services Department for all of their hard work during the snow storm. Mayor Pro Tem Fouche also recognized Martha Campbell and the Dimmock family for opening their home to the crews for rest as they worked long shifts. Mayor Helms asked if there were any changes to the agenda. Commissioner Vinson, at the request of Mr. Nalley, moved to adopt the agenda as amended with the Closed Session rescheduled for the Town Council Meeting on February 11th. Commissioner Gilliland seconded and the agenda was approved as amended 5/0.

Public Hearings

The Board will hold two Public Hearings at the beginning of next week's meeting to receive comments on Proposed Revisions to Montreat General Ordinance, Chapter K, Article IV-Hillside Development; and Proposed Revisions to Montreat Zoning Ordinance, Article VI-General Provisions.

Mayor's Communications

Mayor Helms stated that he had no further communications other than reiterating his gratitude to the Public Works Department for their efforts during the snow.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- January 7, 2016 Agenda Meeting
- January 14, 2016, Town Council Meeting
- Re-appointment of Phillip Arnold to the Audit Committee for a term of four years to expire on January 31, 2020

Town Administrator's Communications

- Mr. Nalley provided the Council with an additional document to be added to their Annual Board Retreat Packet from KCI with regards to the Texas Road Bridge Project.
- Mr. Nalley applauded the Public Works crews for their hard work during the snow storm and thanked the Dimmock/Campbell families for their hospitality.
- Mr. Nalley informed Council that Mr. Bill Hollins has requested that he not be reappointed to the Audit Committee therefore another appointment is needed.

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.

Public Comment – Agenda Items

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 at this time.

Old Business

- A. Proposed Revisions to Montreat General Ordinance, Chapter K, Article IV-Hillside Development, Section II: Mayor Helms reported that a public hearing on this matter is scheduled for next week's Town Council Meeting.
- B. Proposed Revisions to Montreat Zoning Ordinance Article VI-General Provisions, Section 612-4-Reasonable Accommodations: Mayor Helms reported that a public hearing on this matter is scheduled for next week's Town Council meeting. Commissioner Standaert requested Mr.

Currie to invite the Planning & Zoning Committee Members to the meeting to be recognized for all their hard work.

New Business

- A. **Lookout Road Area-Preliminary Utility Service Plan:** In April 2015, the Board of Commissioners agreed to complete a utility service plan for the Oklahoma Road and Lookout Road area. At that time, McGill Associates submitted a proposal in the amount of \$8,500 for conceptual planning and budget estimating to extend public utilities and street improvements to this area. It is anticipated that these extensions would be undertaken as phased public assessment projects, similar to those in the Upper Kentucky Road area. Town Ordinances currently allow for three options when utility extensions are requested: (1) petitioners can pay for their own improvements, (2) a phased assessment approach, which mean that the petitioners who will get direct benefit from the improvements will pay for the improvements, or (3) petitioners can wait for the Town to pay for the improvements through the Capital Improvements Plan. The utility service plan indicates the best routes for water, sewer and roads in this area of the Town. Commissioner Standaert emphasized the importance of giving the public ample opportunity to comment on this plan.
- B. **2016-2021 Capital Improvements Plan:** Following next week's presentation, the Board will be asked to call for a Public Hearing to hear comments on this matter during the March 10, 2016 Town Council Meeting.
- C. **Street Name Request-Covenant Lane:** Montreat has had a street naming process in place for many years with names being historically taken from Synods and Presbyteries. Buncombe County passed an Ordinance that states if a street name is already in use somewhere else in the County that it will not be allowed as a new street name. For example, last year Whitewater Cove Road and New Hope Lane were chosen as new street names in Montreat; while Whitewater Cove Road was accepted, New Hope Lane already existed elsewhere in the County and was rejected. The Eckard family, who owns the majority of the lots along this street, had originally suggested four names: New Hope Lane; Grace Lane; Living Waters Way and Covenant Lane. Unfortunately, New Hope Lane, Grace Lane, and Living Waters Way were all rejected by Buncombe County. Because Covenant Lane is the last of their original request it is being brought before the Board for their consideration.

Public Comment-Other Topics

Mayor Helms 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.

Mrs. Susanne McCaskill of 114 John Knox Road asked the Council to consider turning the issue of

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Town Hall over to the courts to make unbiased rulings for the citizens of Montreat.

Mr. Wade Burns of 232 North Carolina Terrace would like for the Council to consider the idea that property owners on Lookout Road have been paying taxes for the past thirty years which adds up to a large amount of money that could be pro-rated to go towards their assessment fees.

Commissioner Communications

There were no Commissioner Communications at this time.

Upcoming Meeting Dates

Mayor Helms reviewed the following list of upcoming meeting dates and deadlines next week.

<u>Annual Board Retreat</u>	February 8, 2016, 9:00 a.m. Montreat College-Black Mountain Campus-The Manor House
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<u>Montreat Tree Board</u>	February 23, 2016 3:00 p.m. Town Services Office
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<u>Agenda Items Due:</u>	February 26, 2016 by 5:00 p.m. Town Services Office
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<u>Montreat Landcare</u>	March 2, 2016, 9:00 a.m. Kirk Allen Building Swannanoa Room
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<u>March Agenda Meeting:</u>	March 3, 2016, 7:00 p.m. Walkup Building
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<u>March Town Council Meeting:</u>	March 10, 2016, 7:00 p.m. Walkup Building
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Closed Session

The Closed Session has been rescheduled for next week's Town Council Meeting.

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Adjournment

There being no further business, Commissioner Vinson moved to adjourn the Agenda Meeting. Commissioner Gilliland seconded and the motion carried 5/0. The meeting was adjourned at 7:26 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk