

**Town of Montreat  
Board of Commissioners  
Town Council Agenda Meeting  
March 3, 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  
Angie Murphy, Town Clerk  
Barry Creasman, Senior Water Operator

Approximately 38 members of the public were also present. Mayor Helms called the meeting to order at 7:01 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 thanked everyone who attended the Public Forum. Mayor Pro Tem Fouche suggested that the item on the Agenda relating to the Texas Road Bridge be amended to a discussion rather than a vote since the Council has yet to determine if a new bridge is necessary. Commissioner Standaert explained that the Rules of Procedure allows an item to be placed on the Agenda as a placeholder to have a discussion with the possibility of a forthcoming motion. The Board decided to leave the Texas Road Bridge on the agenda as previously stated. Mr. Nalley advised the Council of three additional items that if the Board chooses could be added to the Agenda: new Corporate Banking Resolution for Asheville Savings Bank adding Commissioner Otto to the list of authorized signers, an application for the Open Spaces Conservation Committee, and bids to repair the interior ceiling of the Public Services Building. Commissioner Vinson moved to adopt the agenda as amended. Commissioner Gilliland seconded and the agenda was approved as amended 5/0.

**Mayor's Communications**

Mayor Helms stated that he had no further communications.

**Consent Agenda Review**

The proposed Consent Agenda will include the following items:

- January 29, 2016 Special Meeting
- February 4, 2016, Agenda Meeting
- February 8, 2016, Annual Board Retreat
- February 11, 2016, Town Council Meeting
- Approve Fiscal Year 2015-2016 Budget Amendment #4 to reallocate budget to cover sanitation truck repairs
- Appoint John Johnson to fill the unexpired term of Shannon Ingersoll on the Montreat Landcare Committee to expire on January 31, 2016

### **Town Administrator's Communications**

- Mr. Nalley advised the Council that by request a letter from Architectural Design Studio was included in the packet and would need to be brought back before the Board depending on how the Town Hall Project proceeds.
- Mr. Nalley mentioned that on March 9<sup>th</sup> Buncombe County will be testing an emergency notification system. Calls will be placed at 1:00 p.m. to all residential and commercial landlines requesting the public to sign up for the new cell phone system called BCALERT.
- Mr. Nalley advised Council that the March 10<sup>th</sup> Town Council Meeting will be held in the Moore Center Meeting Room.

### **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.

Martha Campbell of 149 Maryland Place, wanted to make everyone aware that the letter from KCI is on page 114 of the packet which is readily available to the public. She stressed the importance of the Texas Road Bridge Project which is laid out in the letter as well as all the options that were given to the Town of Montreat with regards to repairing/replacing the bridge. She also wanted to recognize former Commissioner Jack McCaskill who worked behind the scenes with engineers to finalize other available options for the Town.

Janie Moore of 100 Frist Road, stated that it doesn't make sense for a defendant to voluntarily pay for a plaintiff's legal fees. The Plaintiff chose to sue the Town therefore they chose to bear the

costs associated with the lawsuits. If the plaintiff wants the Town to pay they should see the process through until the end. The Plaintiffs should go before a judge or jury to see if the Town acted in a matter that warrants the court to order such an action. It seems inappropriate for the Town to volunteer to pay the fees and furthermore paying these fees will set a terrible precedent.

### **Old Business**

- A. Lookout Road Area-Preliminary Utility Service Plan: Mayor Helms reported that the Board will revisit the motion to move forward with a utility service plan for the Oklahoma Road and Lookout Road area. Last month Council reviewed a proposal from McGill Associates in the amount of \$8,500 for conceptual planning and budget estimating to extend public utilities and street improvements to these areas.
  
- B. Texas Road Bridge Project: Mayor Helms advised that there will be additional discussion with regards to the Texas Road Bridge Project. Commissioner Standaert stated that by including the Texas Road Bridge Project on the Agenda it would leave room for discussion purposes as well as possible action. Mayor Pro Tem Fouche mentioned that, as she stated at the Annual Board Retreat, she feels the public would like to see an appointed committee to study all of the different aspects of the bridge.

### **New Business**

- A. 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 the 2016-2021 Capital Improvements Plan. Materials will be available on the Town's Website and in the Town Services Building as soon as they can be printed.

### **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. Claire Frist of 98 Frist Road, appreciated the discussion prior to the meeting and thanked the Board for all of their hard work. She has some ideas for the Town Hall Project as well and thinks it would be a good idea to open the floor up to the Public to get some of their thoughts on the matter before proceeding.

**Commissioner Communications**

Commissioner Standaert advised that early voting had started that day with the primary election scheduled for March 15<sup>th</sup>.

Mayor Pro Tem Fouche reminded the public to sign up for the Sunshine List so the Board can keep the lines of communication open as has been promised. She has plans to utilize the bulletin board in the Post Office.

**Upcoming Meeting Dates**

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

<u>March Town Council Meeting</u>	March 10, 2016, 7:00 p.m. Walkup Building
-----------------------------------	--

<u>Montreat Tree Board</u>	March 16, 2016, 10:00 a.m. Town Services Office
----------------------------	--

<u>Town Services Office Closed</u>	March 25, 2016 Good Friday
------------------------------------	-------------------------------

<u>Agenda Packets Available</u>	April 5, 2016 Town Services Office
---------------------------------	---------------------------------------

<u>Montreat Landcare</u>	April 6, 2016, 9:00 a.m. Kirk Allen Building Swannanoa Room
--------------------------	---

<u>April Town Council Meeting:</u>	April 7, 2016, 7:00 p.m. Public Forum begins at 6:30 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 Otto seconded and the motion carried 5/0.

**Montreat Board of Commissioners  
Town Council Agenda Meeting Minutes  
March 3, 2016**

---

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

**Adjournment**

There being no further business, Mayor Pro Tem Fouche moved to adjourn the Agenda Meeting. Commissioner Vinson seconded and the motion carried 5/0. The meeting was adjourned at 8:16 p.m.

---

Tim Helms, Mayor

---

Angie Murphy, Town Clerk