

**Town of Montreat
Board of Commissioners
Town Council Meeting
July 14, 2016
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: Ron Nalley, Town Administrator
Angie Murphy, Town Clerk
Jack Staggs, Chief of Police
David Curry, Code Administrator/Building Inspector
Barry Creasman, Senior Water Operator
Steve Freeman, Public Works Director
Steve Stackhouse, Finance Officer & Deputy Town Clerk
Al Richardson, Interim Town Administrator

Approximately 35 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 a moment of silence.

Agenda Approval

Mayor Helms asked if there were any changes to the agenda. Commissioner Standaert moved to add an item under new business expressing gratitude to the Montreat Police Department. Commissioner Vinson seconded and the motion carried 5/0. Mayor Pro Tem Fouche moved that the Board give Mayor Helms the authority to appoint a Town Hall Task Force of taxpayers and one or more Commissioners to ascertain the will of the community regarding the style, location and costs of a new Town Hall. Commissioner Gilliland seconded and the motion carried 5/0. Commissioner Vinson moved to adopt the agenda as amended. Mayor Pro Tem Fouche seconded and the agenda was approved as amended 5/0.

Mayor's Communications

Mayor Helms thanked Mrs. Susanne McCaskill and Mrs. Ginny Porter, along with others in the community, for their hard work preparing the reception for Town Administrator Ron Nalley. Mayor Helms presented Mr. Nalley a plaque in appreciation of his outstanding service to the Town of Montreat and thanked him for a job well done.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- May 31, 2016, Special Workshop, 2016-2017 Fiscal Year Budget
- June 2, 2016, Public Forum
- June 2, 2016, Town Council Agenda Meeting
- June 9, 2016, Town Council Meeting
- June 20, 2016, Special Workshop, 2016-2017 Fiscal Year Budget
- June 23, 2016, Special Workshop, 2016-2017 Fiscal Year Budget Adoption as amended

Town Administrator's Communications

- Mr. Nalley expressed his appreciation to Interim Town Administrator Al Richardson and advised all in attendance that Mr. Richardson would be an asset to the Town of Montreat.
- Mr. Nalley advised the Board that Mr. Richardson had prepared a sample advertisement for the Town Administrator position for Council's review. Mr. Richardson urged the Board to amend as they felt necessary and advised that the Town Clerk would be calling the following week to set up a Special Meeting to discuss the advertisement further.
- Mr. Nalley expressed his thanks to everyone who called, sent notes or gifts in his last weeks as Town Administrator of the Town of Montreat. He stated that his departure was bittersweet as he started his career in Montreat at the age of 16 mowing grass and he would miss his time here. Mr. Nalley thanked the Caring Neighbors for the dinner and gift they provided to him earlier in the week. He gave deep appreciation to Mayor Helms and the current Board, as well as, Former Mayor Letta Jean Taylor who he worked with the majority of his time in Montreat. Mr. Nalley recognized Town Staff and thanked them for all of their hard work and dedication to the Town of Montreat.

Administrative Reports

Police: Chief Staggs reviewed and presented the June 2016 monthly departmental activity report. He stated that the Montreat Gate had sustained extensive damage for the second time in one year but thankfully there were no injuries. Chief Staggs expressed his appreciation for Mr. Nalley and thanked him for always being beside Town Staff in any kind of emergency rather than behind them. Chief Staggs stated that there appears to be an increase in copperhead and rattlesnake sightings and to use extreme caution when walking or hiking. He also mentioned black bears are still heavily prevalent in the area. Chief Staggs mentioned an increase of bats in homes and advised that Terminex has a license to remove the bats. All visitors and residents are encouraged to use caution when entering or exiting the Town due to the Gate being closed.

Public Works Director:

- Mr. Freeman thanked Mr. Nalley for all of his hard work and stated that he will truly be missed by all departments. Mr. Freeman reported that the July 12th Bulk Items and White Goods Pickup Day resulted in over 100 cubic yards of refuse collection which was an increase over last year.
- Appalachian Way paving and curbing have been completed and Public Works Crews will be in the area for the next few weeks working on restoring the ditches and drainage pipes.
- The 2015 Annual Drinking Water Quality Report was recently mailed out and additional copies can be picked up in the Town Services Office.
- Mr. Freeman reported that water usage is on a decline since July 4th with wells pumping only 7-8 hours a day. Mr. Freeman reiterated that conservation is still important as we are not out of the drought.
- The new pump has been installed in Well 5 and crews will return to put in additional joints of piping to lower it 40 more feet which should alleviate the air problem that has been occurring in some parts of the Town.

Finance Officer:

Mr. Stackhouse presented and reviewed the following monthly reports:

- May 2016 Financial Summary Report;
- Final May 2016 Detailed Financial Statement;
- Preliminary June 2016 Detailed Financial Statement;
- June 30, 2016 Cash and Investment Earnings Report

Mr. Stackhouse wished Mr. Nalley the best on his future endeavor with the Town of Lake Lure.

Building Inspector/Code Administrator:

Mr. Currie presented and reviewed his June 2016 zoning and inspections activity report. The Planning and Zoning Commission and the Board of Adjustment did not meet last month. The Planning & Zoning Commission will meet in July to review the revised Zoning Map. This update will make the map more accessible to the Public as well as for Staff. Mr. Currie expressed his appreciation for Mr. Nalley and stated that Mr. Nalley was always an approachable, level-headed and practical Town Administrator and these strengths will serve him well in his new position.

Public Comment – Agenda Items

Mayor Helms reiterated that this Public Comment period was intended for remarks pertaining to

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items listed on the meeting agenda, including staff reports and communications.

Mr. Bill Seaman of 425 Appalachian Way presented Mr. Nalley with a Certificate of Appreciation on behalf of Montreat Landcare for tirelessly guiding Landcare over the past decade. Mr. Seaman stated that Mr. Nalley was instrumental in founding Landcare, establishing the Native Plant Garden and the Native Plant Day Sale, assisting the Town in gaining recognition as a Tree City USA and being a true champion of the care of the Earth. Mr. Nalley made Landcare a better organization and Montreat a better place to live.

Mrs. Robin Melvin of 246 Texas Road Spur wished Mr. Nalley the best of luck in his new position. Mrs. Melvin encouraged the Board to convert the current Texas Road Bridge into a pedestrian bridge.

Mrs. Letta Jean Taylor of 386 Oklahoma Road stated there are two major areas in Montreat for development: Greybeard and Oklahoma. The bridge on Lookout can often be found backed up with traffic and residents and visitors need a way out of Town, above the flood plain, if the dam were to break. Mrs. Taylor advised that the Montreat Police Department could give a much more efficient accounting of the year-round traffic patterns rather than paying for an extensive traffic study as was requested by the Montreat Bridge Committee. Mrs. Taylor stated that Federal and State funding are very hard to get and Mr. Nalley worked diligently to secure this money for Montreat thus the Town should take advantage of the funds. Mrs. Taylor stated that Montreat will have lost a lot of history with the departure of Mr. Nalley along with his love and devotion to the Town of Montreat.

Mrs. Martha Campbell of 149 Maryland Place read a statement of Mr. Nalley's accomplishments. She complimented Mr. Nalley on his tireless efforts of obtaining funding from entities outside Montreat and utilizing Town Staff to complete projects in fiscally responsible ways. Mr. Nalley was instrumental in facilitating over \$1 million dollars in property donations in our Open Space Conservation Program. Mrs. Campbell stated that residents will think of Mr. Nalley often when they walk along the paths, use water, or see how stormwater is handled after heavy rainfall.

Old Business

- A. Texas Road Bridge Discussion: Commissioner Otto gave a brief overview of the motion and events that led to the appointment of the Montreat Bridge Committee. He reviewed their meeting schedules and gave a summary of the findings of each meeting. The Montreat Bridge Committee endeavored to be open, welcoming and transparent to all ideas and opinions. Commissioner Otto referenced the Montreat Bridge Committee Report which he felt was a comprehensive document that compiled all the findings of the Montreat Bridge Committee. Commissioner Otto moved that the Board ask the Town Staff to reopen the Texas Road Bridge Planning Document/Contract with legal counsel in order to move forward with direction and discussion of the the bridge sites and the Texas Road area. Commissioner Gilliland seconded.

Commissioner Standaert feels that there needs to be additional discussion prior to reopening the planning document because there are several scenarios that do not require changes to the planning document. Mr. Nalley advised that if the Texas Road Bridge were to be reconstructed at the current location or if the Council looks at obtaining a CLOMR (Certified Letter of Map Revision) which would investigate the possibility of lowering the Bridge neither of these scenarios would require a reopening of the planning documents. The only options that require a reopening of the planning documents are a no-build option or choosing to move the bridge to another of the approved locations. Mr. Nalley advised Council that the Town has not received a price to reopen the planning document. If a no-build option is chosen the NCDOT (North Carolina Department of Transportation) has offered to help, with no-charge, to open the document and close it for the no-build option. Commissioner Otto feels that opening the planning document will allow Council to have more freedom to discuss all of the available scenarios. Commissioner Gilliland feels that the Board needs to follow a step-by-step process to legally move the process forward while still being fiscally responsible with regards to paying back the \$250,000. Mayor Pro Tem Fouche would like to reopen the planning document and move forward as Commissioner Otto suggested. Commissioner Vinson feels that a decision needs to be made upon whether or not a bridge is needed prior to opening the planning documents. Commissioner Standaert agrees with Commissioners Gilliland and Vinson with regards to making decisions in a step-by-step manner. She also reiterated that Richard Dubose has stated twice that he supports the Texas Road Bridge both personally and as a representative of Montreat Conference Center. Montreat College also endorses a vehicular bridge to open up connectivity around the campus. Chief Jack Staggs also supports a vehicular bridge and by not supporting his recommendation Commissioner Standaert feels that the Board is saying they do not have faith in the Town's Police Chief. Mayor Helms reiterated the motion from Commissioner Otto which states that he moves to reopen the planning document/contract with legal advice and called for a vote. The motion carried 3/2 with Commissioner Vinson and Commissioner Standaert voting against the motion. Mayor Helms instructed Staff to proceed with reopening the planning document. Mr. Nalley advised that Mr. Richardson would seek the advice and bring back the motion language to the Board for consideration. Commissioner Standaert requested that Mr. Richardson find out the cost of reopening the planning document/contract as well.

New Business

- A. **Audit Committee Appointment:** Commissioner Vinson moved to appoint Hugh Alexander to the Audit Committee as a regular member for a two year term to expire on January 31, 2018. Commissioner Gilliland seconded and the motion carried 5/0.

- B. **Resolution #16-07-01 Thanking Ron Nalley for his Service to the Town Of Montreat:** Commissioner Vinson moved to adopt Resolution #16-07-01 Thanking Ron Nalley for his Service to the Town of Montreat. Commissioner Gilliland seconded and the motion carried 5/0.

- C. Appreciation for the Montreat Police Department: Commissioner Standaert moved to express the Board's deep appreciation and support for the Montreat Police Department in light of the current state of affairs in the Nation over the past several weeks. Commissioner Vinson seconded and the motion passed 5/0.
- D. Town Hall Task Force: Mayor Pro Tem Fouche moved that the Council give Mayor Helms the authority to appoint a Town Hall Task Force of taxpayers and one or more Commissioners to ascertain the will of the community regarding the style, location and costs of a new Town Hall. Commissioner Otto seconded and the motion passed 5/0.

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.

Mr. Tanner Pickett of 102 Walker Street in Black Mountain, representing Montreat Conference Center, presented a voluntary contribution check in the amount of \$9514.00. Mr. Pickett thanked everyone for their patience with regards to the damage of the Montreat Gate and advised that construction is slated to begin in the fall.

Ms. Annie Carlson of 116 West College Street in Black Mountain, representing Montreat College, thanked Mr. Ron Nalley for his years of service to the Town of Montreat. Ms. Carlson thanked everyone who participated in the Montreat College Centennial Celebration which was a year-long event. The fiscal year is just ending and they are happy to report over \$7 million in financial gifts were received. Renovations have occurred at both the Black Mountain and Montreat Campuses and the public is welcome to visit.

Commissioner Communications

Commissioner Vinson mentioned a new resource that she compiled with Mr. Freeman, at the request of the Montreat Tree Board, on "What Happens If a Tree Falls". This document has some very useful phone numbers and email addresses on what to do if a tree falls on personal or Town property. This document will be available at the Town Services Office.

Commissioner Standaert thanked Mr. Nalley for a job well done.

Commissioner Otto thanked several people who participated in the Saturday morning trash drop-offs this summer in conjunction with the Second Loaf Ministry. Commissioner Otto commended Public Works for all of their continued hard work in the Town. Commissioner Otto thanked Mr.

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Nalley for his years of dedicated service to the Town and welcomed Interim Town Administrator Al Richardson.

Upcoming Meeting Dates

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

<u>Planning & Zoning:</u>	July 21, 2016, 7:00 p.m. Walkup Building
<u>Montreat Tree Board:</u>	July 26, 2016, 10:00 a.m. Town Services Building
<u>Audit Committee:</u>	July 28, 2016, 3:00 p.m. Town Services Building
<u>Montreat Landcare:</u>	August 3, 2016, 9:00 a.m. Location to be determined
<u>August Agenda Meeting:</u>	August 4, 2016, 7:00 p.m. Walkup Building Public Forum begins at 6:30 p.m.
<u>August Town Council Meeting:</u>	August 11, 2016, 7:00 p.m. Walkup Building

Adjournment

There being no further business, Commissioner Gilliland moved to adjourn the Town Council Meeting. Mayor Pro Tem seconded and the motion carried 5/0. The meeting was adjourned at 8:14 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk