

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

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

Board members absent: Commissioner Bill Gilliland

Town staff present: Al Richardson, Interim Town Administrator
Angie Murphy, Town Clerk
Steve Stackhouse, Finance Officer
Barry Creasman, Senior Water Operator
Steve Freeman, Public Works Director

Approximately 25 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 a moment of silence.

Agenda Approval

Mayor Helms advised the Board that Montreat College had asked to deliver a presentation at next week's meeting regarding signage, pole banner requests and consideration for special parking. There was a brief discussion about whether it would simply be a presentation or would Council Action be required. Commissioner Standaert stressed that while she was open to hearing the presentation she felt that the Rules of Procedure should be followed a little more closely. Montreat College should have submitted their request to the Town Clerk on the Friday before this evening's meeting if they were expecting immediate action to be taken. Mayor Pro Tem Fouche wanted to have an option to vote on an action if necessary. Mayor Helms stated that he wanted to hear the presentation first with possibility of discussion and action if deemed necessary. Mayor Pro Tem Fouche moved to add the presentation to the agenda. Commissioner Vinson seconded and the motion passed 4/0. Commissioner Vinson moved to adopt the agenda as amended. Commissioner Otto seconded and the motion to approve the Agenda as amended carried 4/0.

Mayor's Communications

Mayor Helms stated that he had no further communications.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

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- July 7, 2016, Special Meeting, Interim Town Administrator Interview
- July 7, 2016, Public Forum
- July 7, 2016, Town Council Agenda Meeting
- July 14, 2016 Town Council Meeting
- July 28, 2016, Special Workshop, Qualifications/Requirements for Town Administrator Position & Employee Health insurance Discussion
- Adopt Corporate Authorization Resolutions #16-08-0001 through #16-08-0009 amending the Town of Montreat's list of authorized signers with Asheville Savings Bank and designating Al Richardson, Angela Murphy, Kent Otto and Tim Helms as authorized signers for the Town's accounts at Asheville Savings Bank.
- Adopt Corporate Authorization Resolutions amending the Town of Montreat's list of authorized signers with BB&T and designating Al Richardson, Angela Murphy, Kent Otto and Tim Helms as authorized signers for the Town's accounts at BB&T.

Town Administrator's Communications

- Mr. Richardson advised the Board that 4 resumes had been received at this time for the Town Administrator position

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. Texas Road Bridge Discussion: Commissioner Standaert felt there were some inconsistencies between the letter from DeWayne Sikes of KCI Associates of NC dated August 2, 2016 and an email from Ray Lotfi of North Carolina Department of Transportation dated August 3, 2016 with regards to availability of federal monies if a different bridge location is selected. Mr. Richardson advised that he would gather more information and report back to Council next week.

New Business

- A. Proposed Revisions to Town of Montreat Official Zoning Map: The Board will be asked to call for a Public Hearing on September 8, 2016 at 7:00 p.m. or as soon thereafter as possible to discuss proposed revisions to Town of Montreat Official Zoning Map.

- B. Town Hall Committee: Commissioner Standaert feels that all meetings of the newly formed Town Hall Committee should be held as Special Meetings of the Town Council, so that all members of the Town Council can attend without any question of violating the State of North Carolina Open Meetings Law. Commissioner Standaert stated that there were issues during the Montreat Bridge Committee and she was advised by the Town Attorney and Town Administrator not to attend because it would constitute an official meeting. Mayor Helms advised that all Commissioners could be in attendance as long as they sit separately from each other, do not participate in the meeting or discuss the meeting afterwards. Commissioner Standaert feels that in order to do that she would need something in writing from the Town Attorney.

- C. Discussion of Rule 4 of the Town of Montreat Rules of Procedure as it pertains to the role of the Agenda Meeting: Commissioner Standaert feels that the Board has drifted away from the previously established Rules of Procedure and she feels that too many motions are being made on the floor without previously being discussed at the Agenda Meeting.

- D. Blue Cross Blue Shield Insurance Discussion: Mayor Helms advised that when the Board switched from Blue Cross Blue Shield to United Health Care on July 1st it was with the understanding that employees would not be negatively affected with co-pays or prescription coverage. Since the change employees have been denied much needed medications and in some cases co-pays have tripled. Mayor Helms stated that even though switching to United Health Care brought significant savings to the Town it was not worth the employees taking the brunt of the financial hardship.

- E. Charter Spectrum Internet/Cable/Telephone Bundle Discussion: Interim Town Administrator Al Richardson will present to the Board the cost savings of switching to Charter Spectrum Business Bundle and the positive impact it will have on the quality of work in the Town Services Building. Currently the Town utilizes AT&T and the internet/server service goes out multiple times a day. Electronic Office who services the Town computers highly recommends switching to Charter due to the lack of connectivity with AT&T. This bundle will save the Town a significant amount of money while adding more services such as Cable TV Service which is needed by both the Public Works Department and Police Department.

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.

There were no comments from the public at this time.

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>August Town Council Meeting:</u>	August 11, 2016, 7:00 p.m. Walkup Building
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<u>Montreat Tree Board:</u>	August 23, 2016, 10:00 a.m. Town Services Building
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<u>September Agenda Meeting:</u>	September 1, 2016, 7:00 p.m. Walkup Building Public Forum begins at 6:30 p.m.
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<u>Montreat Landcare:</u>	September 7, 2016, 9:00 a.m. Allen Building Swannanoa Room
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<u>September Town Council Meeting:</u>	September 8, 2016, 7:00 p.m. Walkup Building
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Adjournment

There being no further business, Commissioner Vinson moved to adjourn the Agenda Meeting. Commissioner Otto seconded and the motion carried 4/0. The meeting was adjourned at 7:28 p.m.

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Tim Helms, Mayor

Angie Murphy, Town Clerk