

**Town of Montreat
Board of Commissioners Meeting Agenda – Public Forum
February 14, 2019 – 6:30 p.m.
Walkup Building**

I. Call to Order

- Welcome
- Moment of Silence

II. Agenda Adoption

III. Public Comments

IV. Adjournment

**Town of Montreat
Board of Commissioners
Town Council Meeting
February 14, 2019 – 7:00 p.m.
Walkup Building**

I. Call to Order

- Pledge of Allegiance
- Moment of Silence

II. Agenda Adoption

III. Presentations & Reports: Dave Arrant's Safety Update

IV. Mayor's Communications

V. Consent Agenda

A. Meeting Minutes Adoption

- January 10, 2019, Public Forum Meeting Minutes
- January 10, 2019, Regular Meeting Minutes

All items on the Consent Agenda are considered routine, to be enacted by one motion with the adoption of the agenda and without discussion. If a member of the governing body requests discussion of an item, it will be removed from the Consent Agenda and considered separately.

VI. Town Administrator's Communications

- Consent Agenda Review
- Town Hall Project Update
- Storm Damage Repair Update
- Other Items

VII. Administrative Reports

- Administration
- Planning and Zoning
- Police
- Public Works and Water
- Sanitation
- Streets

VIII. Public Comment

Public comments will be heard during this period for any and all items.

IX. Old Business

X. New Business

A. Budget Amendment #4: Group Health Insurance

- **Suggested Motion:** Move to approve Budget Amendment #4 in the amount of \$9,252.40 to pay Group Health Insurance premiums for the remainder of FY 2019.

B. Budget Amendment #5: Professional Services

- **Suggested Motion:** Move to approve Budget Amendment #5 in the amount of \$35,167.60 to pay for professional service fees for the remainder of FY 2019.

C. Budget Ordinance Amendment #6: Water Department

- **Suggested Motion:** Move to approve Budget Ordinance Amendment #6 in the amount of \$8,500.00 to pay for repairs to Well #6.

D. Budget Ordinance Amendment #7: Streets Department

- **Suggested Motion:** Move to approve Budget Ordinance Amendment #7 in the amount of \$12,000.00 for tree removal.

E. Professional Services Bid Selection: Texas Road Pedestrian Bridge

Documents Pending

F. Appointment of ETJ Representative for Planning & Zoning

- **Suggested Motion:** Move to appoint _____ to the Planning & Zoning Commission as the ETJ Representative for a term of three years to expire on January 31, 2022.

G. Appointment of Alternate Representative for Planning & Zoning

- **Suggested Motion:** Move to appoint _____ to the Planning & Zoning Commission as an Alternate Member for a term of three years to expire on January 31, 2022.

H. Appointment of Alternate Representative for Planning & Zoning

- **Suggested Motion:** Move to appoint _____ to the Planning & Zoning Commission as an Alternate Member for a term of three years to expire on January 31, 2022.

I. Approval of Contract for Texas Road Waterline Project

- **Suggested Motion:** Move to approve contract from Hyatt Pipeline, LLC. in the amount of \$32,140.00 for the Texas Road Waterline Project.

J. Approval of Contract for Pump Replacement at Well 6

- **Suggested Motion:** Move to approve contract from Reuben Caldwell Well Drilling in the amount of \$13,826.00 for Pump Replacement repairs to Well 6.

I. Public Comment

Public comments will be heard during this period for any and all items.

II. Commissioner Communications

III. Meeting Dates

Planning & Zoning Commission:

Thursday, February 21, 2019
Walkup Building
5:00 p.m.

Montreat Tree Board:

Tuesday, February 26, 2019
Town Services Office
9:30 a.m.

Montreat Landcare:

Wednesday, March 6, 2019
Allen Building
Swannanoa Room
9:00 a.m.

**Montreat Board of Commissioners
Town Council Meeting
February 14, 2019**

March Town Council Meeting:

Thursday, March 14, 2019
Walkup Building 7:00 p.m.
Public Forum begins at 6:30

Planning & Zoning Commission:

Thursday, March 21, 2019
Walkup Building
5:00 p.m.

Tree Board:

Tuesday, March 26, 2019
9:30 a.m. Town Services Building

Board of Adjustment:

Thursday, March 28, 2019
Walkup Building
7:00 p.m.

IV. Closed Session:

- **Suggested Motion: To enter into Closed Session in accordance with NCGS §143-318.11(6) for discussion of a personnel matter.**

V. Adjournment

MEMORANDUM: SAFETY UPDATE - BIKE LANES AND PEDSTRIAN

TO: MONTREAT BOARD OF COMMISSIONERS
FROM: DAVID ARRANT, CHIEF OF POLICE
VIA: ALEX CARMICHAEL, TOWN ADMINISTRATOR
SUBJECT: SAFETY UPDATE: BIKE LANES AND PEDSTRIAN
DATE: FEBRUARY 14, 2019

For this month's Safety Update, I would like to touch upon an incredibly overlooked subject. This would be the oft misused Bike Lane that runs along a significant portion of Assembly Drive.

From time to time, this space has had a potential for hazard.

While utilized normally, it gives space to bicycle traffic entering Montreat. But, there have been occasions of pedestrians, runners, dog walkers, and sometimes individuals pushing baby strollers.

It is by luck that we have experienced no accidents or incidents so far. But the potential for a problem is there.

As there are more than adequate alternatives in the forms of Elizabeth's Path, and the paved Greenway path; I would encourage foot traffic towards these areas.

Either of these routes provide more than enough room for pedestrian activity, as well as a safe distance from vehicular traffic. Distance from roadway surface will always equate to greater safety for pedestrians.

**Town of Montreat
Board of Commissioners
Town Council Meeting – Public Forum
January 10, 2019
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kent Otto
Commissioner Bill Gilliland
Commissioner Kitty Fouche
Commissioner Alice Lentz
Commissioner Tom Widmer

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator
Angie Murphy, Town Clerk

Approximately 30 members of the public were also present. Mayor Helms called the Public Forum to order at 6:31 p.m., and held a moment of silence.

Agenda Approval

Commissioner Kitty Fouche moved to adopt the agenda as presented. Commissioner Bill Gilliland seconded and the motion carried 5/0.

Public Forum

Mrs. Mary Knight of 159 Virginia Road and 336 Chapman Road expressed her concerns about the parking situation on Lookout Road. On her way to the meeting this evening there was a solid line of cars along Appalachian Way and Texas Road past the College parking lot. This type of parking turns Lookout Road into a one way street and creates major issues for snow removal. Mr. Carmichael stated that the Town is patiently enforcing the parking issues with the College and the best answer to Mrs. Knight's question is increase enforcement.

Mr. Don Reid of 127 Shenandoah Terrace felt that there was something vitally missing in our little Town. Mr. Reid would like to see the Town promote buildings and condos for young families and for older families who do not want to go to Highland Farms. He suggested a general store, a restaurant and re-opening Lake Susan. Mr. Reid felt these actions would make us a real town, which would retain the best of Montreat, yet promote vibrant growth while sustaining churches, the College and the MRA. Mr. Reid reflected on his time spent on the Comprehensive Planning Committee in 2007. This plan suggested several recommendations that have been adopted but Mr. Reid feels the plan has not been pulled out of the cobwebs in the last several years. Mr. Reid read aloud from the section entitled "Montreat Tomorrow". Mr. Reid stated that the Town of Montreat has not grown in years and is becoming a holding pen for Highland Farms.

Mrs. Mary Standaert of 118 Shenandoah Terrace found Mr. Reid's comments intriguing and provocative. Mrs. Standaert questioned how many of our community properties are being purchased as investment properties. She stated that most people that come to Montreat have ties to the community. Montreat is now being marketed as a beautiful place to come stay. Mrs. Standaert encouraged the Commission to consider the achieved purpose if they move in the direction that Mr. Reid proposes.

Mr. Tom Frist of 98 Frist Road wanted to hear a status update on the Texas Road Pedestrian Bridge and the adjoining proposed park. Mr. Carmichael stated that staff had publicized a bid opportunity for design services for the bridge a couple of months ago with no response. It is currently on his desk to send out again for a wider reaching audience.

Mayor Pro Tem Otto stated his appreciation of Mr. Reid and Mrs. Standaert comments regarding the Comprehensive Plan as he has been reviewing the plan himself. Mayor Pro Tem Otto advised that the Planning and Zoning Commission is getting ready to look at the Zoning Ordinance for possible changes and how they reflect back on the Comprehensive Plan. Mayor Pro Tem Otto would like to see the Comprehensive Plan reviewed in depth. Mayor Helms asked Mr. Carmichael to include a discussion of the Comprehensive Plan in the upcoming Annual Board Retreat.

Adjournment

Mayor Pro Tem Otto moved to adjourn the Public Forum. Commissioner Widmer seconded and the meeting was adjourned 5/0 at 6:54 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Town Council Meeting
January 10, 2019
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kent Otto
Commissioner Kitty Fouche
Commissioner Bill Gilliland
Commissioner Alice Lentz
Commissioner Tom Widmer

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator
Angie Murphy, Town Clerk
Dave Arrant, Chief of Police
Barry Creasman, Public Works Director
Darlene Carrasquillo, Finance Officer
Adrienne Isenhower, Zoning Administrator

Approximately 52 members of the public were also present. Mayor Helms called the meeting to order at 7:01 p.m., led the group in reciting the Pledge of Allegiance, and held a moment of silence.

Agenda Approval

Commissioner Gilliland moved to adopt the agenda as presented. Commissioner Lentz seconded and the motion carried 5/0. Commissioner Widmer submitted a request to suspend the rules of order under New Business item “B” to suggest no public input at that time but to wait until after the presentation and allow for 15 minutes of questions to the Commissioners. Commissioner Fouche seconded the motion. The motion carried 5/0. Commissioner Gilliland moved to adopt the agenda as amended. Commissioner Lentz seconded and the motion carried 5/0.

Mayor’s Communications

Mayor Helms thanked the Town Staff again for all their hard work during the recent snowstorm.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- December 13, 2018, Public Forum Meeting Minutes
- December 13, 2018, Regular Meeting Minutes

Town Administrator's Communications

- Mr. Carmichael stated that the Board of Commissioners requested the NC General Assembly to move the municipal election cycle to an even year cycle. Staff sent that request on to our delegation and Representative John Ager responded and said they are working on drafting that legislation.
- Mr. Carmichael and Public Works Director Barry Creasman recently met with a representative from the Office of Emergency Management for the second time to work through the details of our submission request. Mr. Carmichael was encouraged to learn that 21 possibly 22 projects are eligible for state funding. Mr. Carmichael was surprised to realize that when our own staff does the labor it will be reimbursed at 100% and using our own equipment will allow for reimbursement at surprising generous rates as well. Although the Town of Montreat will be financially responsible for 25% of the overall costs a lot will be offset by in-house work. Mr. Carmichael stated that they have work through 9 projects already and hope to have them submitted to the State by next week.
-

Administrative Reports

Administration: Reports were in written form as requested by Council.

Planning and Zoning: Reports were in written form as requested by Council.

Police: Reports were in written form as requested by Council.

Public Works and Water: Reports were in written form as requested by Council.

Sanitation: Reports were in written form as requested by Council

Streets: Reports were in written form as requested by Council.

Public Comments

There was no public comment at this time.

Old Business

There was no Old Business.

New Business

- A. Re-Appointment of Matt Ashley to the Metropolitan Sewerage District Board: Commissioner Widmer asked for a clarification on this item. Mr. Carmichael stated that this is a correcting action to last month's agenda item. The term limit is official three years and last month Mr.

Ashley was only appointed to one year. Commissioner Widmer moved to appoint Matt Ashley to the Metropolitan Sewerage District Board for a term of two additional years to expire on January 31, 2022.

- B. Town Hall Schematic Phase Approval: Mr. Carmichael began the presentation by giving a brief history of the current Town Services Building. Mr. Carmichael then reviewed the 2014 Town Hall design proposal. There was a lot of discussion and public input after this project was halted. The period between then and now has elicited a lot of valuable information regarding the new Town Hall project. The key take-aways from the public comments are as follows: the Town Hall needs to be in keeping with the values of Montreat, needs to be cost conscious, needs to be between 3,000 and 4,000 square feet of occupied space, needs to be one story, adequate use of space, a conference room seating 30-35 people, the opportunity to expand for the future and planning ahead for technological advances. Earlier this fall we had the opportunity to host a public forum attended by our architect and builder where the public could voice their opinion on how they envision their Town Hall. An online survey was also distributed to gather even more opinions. Mr. Carmichael reviewed some word clouds which included words or phrases that were representative of the majority of comments about a variety of questions received in the survey. There were a lot of common themes that were gleaned from the survey. This information was then used to create a space design program which then guided the work of the architect and builder. Mr. Carmichael stated that tonight's meeting did not include the budget documents or construction documents. The meeting is merely to direct the architect and builder to take the next steps to engage civil engineers and the other subcontractors and vendors. The presentation was then turned over to Mr. Hurt.

Architect Maury Hurt stated that he took the well-known aspects of the architectural character of the old historic buildings and incorporated those aspects into his design. He noted the arched windows of Assembly Inn, the round vents and stone siding on Gaither Hall, the two types of stone on the Left Bank, the porch posts on the Left Bank as well as the stone piers and railings, the Wayout Building's brackets that support the roof overhang and these were just some of the examples that were incorporated. The site that was chosen, the Creek Side property, does have its constraints in the sewer easement and the floodway/floodplain. The shape of the site encouraged a fairly linear design scheme. Mr. Hurt gave a brief "tour" of the interior of the building. Mr. Hurt indicated that tonight's occupied space of chairs delineated by blue tape represents the approximate 795 square feet of the multi-purpose room. The word "stone" came out 125 times in various ways of public input so there is a lot of stone used in the design. Mr. Hurt then indicated the aspects that were indicative of historic Montreat buildings. The presentation was then turned over to Landscape Architect Joel Osgood.

Mr. Osgood reviewed some key points with regards to the landscape design. There is a two-way access into a double loaded parking area off Montreat Road. There is a one way entrance off of Rainbow Terrace for drop-off and additional parking spaces. A sidewalk has been added along with enhanced paving areas which become an extension of the porches. There is also

some bike parking, signage and stormwater compliance. Mr. Osgood has organized a bio-filtration retention area in the floodway which will function to help manage erosion during construction and would manage stormwater after the structure is built. The stormwater piece is in the base bid of the project. They have also designed a “pocket park” which would be a potential add-on and would surround the stormwater feature and highlight benches and native and natural plantings. The landscape piece itself will be an opportunity to expand ecology and fruit and flowering plants and birds and wildlife. A mixed evergreen screen will be added on the side where the residential home is located and a mixture of turf and plantings will highlight the inherent beauty of the Town Hall building. The presentation was then turned over to Brian Sineath of Sineath Construction.

Mr. Sineath stated he did a full detailed estimate of the project which was shared with the initial team. The construction costs came out to be \$1.1 million and the site work costs \$250,000 for a total budget of \$1.4 million. Included in construction costs are permit, site work costs, construction, stormwater retention, parking, site egress, sidewalks and the bond. Landscaping costs include permitting, dot costs, stormwater permits, native plants and the flag pole. The presentation was turned over to Commissioner Tom Widmer.

Commissioner Widmer stated that in the agenda, in addition to the base cost, were options such as stonework, the two porches and several other items. A list of recommended options was passed out to those in attendance. The recommended options total \$147,000. The numbers from Mr. Sineath include these recommended options. Commissioner Widmer introduced Owners Rep Rick Giles. Mr. Giles introduced himself to the crowd. Mr. Giles stated that the detailed budget from Mr. Sineath was very accurate in his opinion. Commissioner Widmer advised that in our restricted budget on-hand \$188,629 is reserved for the Town Hall. This represents a little more than 13% of the total project. We would then get a loan/mortgage for \$1.27 million. The monthly debt service would be covered by the operational budget with no tax increase to homeowners. The presentation was then turned over to Commissioner Kitty Fouche.

Commissioner Fouche thanked the entire working team for all their hard work. Commissioner Fouche reiterated the process from start to finish. She stated that the building is functional but very welcoming. Commissioner Fouche mentioned that the public spoke and the Commission listened when it came to the design element of the new Town Hall. She feels very proud of this plan and looks forward to the ribbon cutting.

The meeting was then turned over to the public for input regarding the presentation.

Mr. Peter Boggs of 338 Chapman Road stated that as far as he knows the Creek Side property has never flooded but the dam has never broken. Mr. Boggs questioned if the dam ever breaks will the elevation be covered. Mr. Hurt stated that the base flood elevation is the “worst case scenario” and the building is 2 feet above the base flood elevation.

Mrs. Mary Standaert of 118 Shenandoah Terrace stated that it appears to be a lovely design and she hopes the Town can afford all the stonework. The history of Montreat can be shared with stonework.

Mr. Don Reid of 127 Shenandoah Terrace asked how much the “pocket park” would cost. Mr. Carmichael stated that it is an add-on feature and would cost approximately \$31,000. Commissioner Widmer advised that we are required to have a stormwater retention pond so it is included in the base price.

Mr. Ted Carey of 115 John Knox Road asked for the site plan to be displayed.

Mr. Bill Hollins of 116 Shenandoah Terrace asked what allowances have been made for a crowd as big as tonight’s attendees. Mr. Osgood stated that 18 parking spaces are shown on the plan. There is also access with a walkway to current parking across Flat Creek which holds 17 parking spaces after hours. One of the 18 parking spaces will be a dedicated police parking space. Mr. Carmichael stated that during large events town employees would move their personal vehicles off site.

Mr. William Brown of 218 Virginia Road stated he was delighted to not have to pay more taxes but questioned where the payments on \$1.2 million would originate from. Mr. Carmichael stated that money has been put away for a number of years for this project. During the past five years an average of \$138,000 has been put aside. Mr. Carmichael stated that if we continue the trend of putting aside \$125,000 a year we can pay for the debt service on a 15 year loan.

Mr. Gill Campbell of 149 Maryland Place asked if the additional stone costs were as presented. Commissioner Widmer stated that the \$95,000 would be for flagstone for the porches and the entryway.

Mrs. Mary Standaert of 118 Shenandoah Terrace asked for clarification on the general fund balance. Mr. Carmichael stated the Town is in the middle of the audit and he is not comfortable giving a general fund balance. Mr. Carmichael stated that the \$125,000 a year is based on the trend of extra money being put aside.

Commissioner Tom Widmer moved to approve conceptual schematic designs as presented including options as recommended. Commissioner Kitty Fouche seconded and motion carried 5/0.

Mayor Helms stated that everyone involved in the Town Hall Project has done a wonderful job.

- C. Public Works Department Vehicle Purchase: Commissioner Gilliland moved to approve the purchase of a 2019 Ford F350 truck from Ken Wilson Ford in the amount of \$48,609 and to

authorize the Mayor and Town Administrator to execute the necessary contract documents. Commissioner Alice Lentz seconded. Commissioner Widmer looked up in the C.I.P. and saw this truck was originally budgeted for \$56,000 so we are coming in under budget. The motion carried 5/0.

Public Comments

Mr. Don Reid of 127 Shenandoah Terrace feels that Hwy 9 from Montreat to Black Mountain is a disgrace and unsafe for public travel. Mr. Reid took it upon himself to connect the Secretary of Transportation. He agreed the road is in bad shape and immediate repairs were made. The road will be further paved this spring.

Mrs. Mary Standaert of 118 Shenandoah Terrace stated that at the December Town Meeting the Town Council voted 3/1 to change the municipal election cycle to an even year voting cycle. Mrs. Standaert asked the Commission to put it back on the agenda in upcoming months due to some information that has come to light. During the discussions that took place everyone was under the impression that the Town of Weaverville had moved to an even year cycle. Mrs. Standaert stated that in 2017 the Town of Weaverville passed a resolution opposing even year elections. Mrs. Standaert stated that she would like to see a re-vote with the full Commission since it was a split vote and they now have all the information.

Mr. Richard DuBose of 160 Woodland Road and President of the Mountain Retreat Association stated that as he looks through the options and proposals of the designs this evening he feels that they are very complimentary of the Town and the Town Staff's work. He thanked the team and everyone involved and stated that he believed in 25 years people were going to be very thankful of the work done by everyone.

Commissioner Communications

There were no Commissioner Communications.

Upcoming Meeting Dates

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

Planning and Zoning Commission:

Thursday, January 17, 2019
Walkup Building
7:00 p.m.

Martin Luther King Jr. Holiday: Town
Offices Closed:

Monday, January 21, 2019

**Montreat Board of Commissioners
Town Council Meeting Minutes
January 10, 2019**

Sanitation Pickup: Tuesday, January 22, 2019

Tree Board: Tuesday, January 22, 2019
Town Services Building
9:30 p.m.

Board of Adjustment: Thursday, January 24, 2019
Walkup Building
7:00 p.m.

Montreat Landcare: Wednesday, February 6, 2019
Allen Building
Swannanoa Room

February Town Council Meeting: Thursday, February 14, 2019
Walkup Building, 7:00 p.m.
Public Forum begins at 6:30 p.m.

Adjournment

There being no further business Commissioner Lentz moved to adjourn the meeting and Commissioner Gilliland seconded and the meeting was adjourned at 8:28 p.m.

Tim Helms, Mayor

Angela Murphy, Town Clerk



TOWN OF MONTREAT

P. O. Box 423, Montreat, NC 28757
Tel: (828) 669-8002 | Fax: (828) 669-3810
www.townofmontreat.org

ADMINISTRATIVE REPORTS: ADMINISTRATION

Town Administration report for the period of January 1 to January 31, 2019.

Monthly Statistics

Public Meetings	4
Inter-Organizational /Intergovernmental Meetings	6
Agendas Prepared	4
Minutes Transcribed	6
Resolutions Drafted	0
Public Records Requests Processed	6
Water Bills Processed	674
Leak Adjustments	20
New Water Accounts Established	2
Purchase Orders	95
Professional Development Hours	40
Sunshine List Messages	8
Website Posts	10
Social Media Posts	5
Code Red Alerts	0
Workers Compensation Claims	0

Upcoming Events and Schedule Changes

- N/A
-

Comments

- N/A
-

Staff Communications

- Please join the Planning and Zoning Commission on 2/21/19 as it continues to review the Montreat Zoning Ordinance.
-



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ADMINISTRATIVE REPORTS: BUILDINGS AND INSPECTIONS

Buildings and Inspections report for the period of January 1 to January 31, 2019.

Monthly Statistics

Building Permits Issued	8
Pending Building Permits	1
Building Inspections Performed	24
Stop Work Order Issued	0
Defective Building Posted	0
Denied Building Permits	0
Fire Inspections Performed	0
Fire Re-Inspections Performed	0
Fire Permits Issued	0
Fuel Costs	92.78

Comments

-
-

Staff Communications

-
-



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ADMINISTRATIVE REPORTS: POLICE DEPARTMENT

Police Department report for the period of January 1 to January 31, 2019.

Monthly Statistics

Patrol Mileage	
Dispatched Calls	
Officer-Initiated Calls	
Fire Assistance Calls	
EMS Assistance Calls	
Motorist/Other Assistance Calls	
Traffic Stops	
Parking Issues	
Burglar Alarm Responses	
Fire Alarm Responses	
Residential/Building Checks	
Ordinance Violations	
Law Enforcement Agency Assistance Calls	
Animal Control Calls	
Larcenies	
Breaking & Entering Calls	
Suspicious Person Investigations	
Suspicious Vehicle Investigations	
Disturbance Calls	
Accident Responses	
Auxiliary Hours Worked (Regular)	
Auxiliary Hours Worked (Addittional)	
Truck Turns at Gate	
MPD Fuel Cost	
Professional Development Hours	
Town Service	
MRA Service	
College Service	

Comments

-
-

Staff Communications

- The month of January has been pretty quiet concerning Department activity outside of the normal scope.
-



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ADMINISTRATIVE REPORTS: SANITATION

Sanitation Department report for the period of January 1 to January 31, 2019.

Monthly Statistics

Curbside Trash Collected (tons)	20.98
Pay-As-You-Throw Trash Bags Collected	39
Curbside Recycling Collected (tons)	3.68
Pay-As-You-Throw Recycling Bags Collected	39
Cardboard Recycling Collected (tons)	0.9
Unique Curbside Sanitation Stops	1,225
Sanitation Diversion Rate	0.15
Bagged Leaf Pickup	60
Bagged Leaf Pickup	60
Brush Pickup (cubic yards)	82.96
Hauling Fees	\$1,335.44
Tipping Fees	\$645.11
Dumpster Rental Fees	\$203.62
Sanitation Fuel	\$205.12
Contracted Employee Staff Hours	32

Upcoming Events and Schedule Changes

- N/A
-

Comments

- 41 Christmas trees were picked up and chipped this month.
-

Staff Communications

- Please remember that bagged leaves are only picked up every other week between now and October.
- As always, please remember to tie your trash bags before setting them out for curbside pickup.



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ADMINISTRATIVE REPORTS: STREETS

Streets Department report for the period of January 1 to January 31, 2019.

Monthly Statistics

Miles of Road Maintained	17.12
Miles of New Road Constructed	0
Public Trees Removed	9
Sand Applied to Roads (tons)	8
Ice Melt Applied to Roads (pounds)	300
Monthly Fuel Costs	359.35
Contracted Employee Staff Hours	17.5
Road Closures	0

Comments

- N/A
- 0

Staff Communications

- We have made good progress on the Public Works facility site preparations. We are now working with MSD.
- We have also installed a drain system to catch the springs that have popped up and we are ready to install blocks for a retaining wall, which staff will install.
- Please keep a watchful eye out for contractors and our crew while road repairs are being made.



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ADMINISTRATIVE REPORTS: WATER AND PUBLIC WORKS

Water and Public Works report for the period of January 1 to January 31, 2019.

Monthly Statistics

Calls for Service	
Water Leaks Repaired	
New Water Lines Installed	
Water Meters Read	
Water Meter Replacements	
Gallons of Water Produced	
Monthly Fuel Cost	
Hours Pumped (11 wells combined)	

Upcoming Events and Schedule Changes

- N/A
-

Comments

- Well 6 went down last month . Since then we have been testing the well.
-

Staff Communications

- We have a quote in from Caldwell Well Repair in the amount of \$13,826.00 for repairs to well 6 and have made adjustments in the type of repair. The yield and run time will increase greatly due to the depth and type of pump we are going to install. We are also going to see savings in power due to the type of well pump.
- Per the C.I.P., we have also put the Texas Rd waterline project out using the informal bid process.
- We asked four vendors for quotes, but have only received two returns. We recommend awarding the job to Hyatt Pipeline, LLC. For the amount of \$32,140.00.
- Please leave the heat on and the windows shut if you leave your home for a period of time to avoid lea



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ZONING ADMINISTRATION

Zoning administration report for the period of January 1 to January 31, 2019.

Monthly Statistics

Approved Zoning Permits	
Denied Zoning Permits	
Pending Zoning Permits	
Variance/Interpretation Granted	
Conditional Use Permits Granted	
Permit Extensions Granted	
Sign Permits Issued	
Notice of Violations	

Comments

-
-

Staff Communications

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-
-

0

**TOWN OF MONTREAT
FISCAL YEAR 2019
BUDGET AMENDMENT # 4**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2019.

Department(s): Governing Body and Administration

Purpose: Additional amount needed to pay Group Health Insurance premiums for the remainder of fiscal year 2019

Section 1. To amend the General Fund as follows:

Line Item	Account Number	Increase Change (DR)	Decrease Change (CR)	Amended Budget
PROFESSIONAL SERVICES	10-00-4100-040		9,252.40	35,167.60
GROUP HEALTH INSURANCE	10-00-4200-060	9,252.40		9,252.40

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Darlene Carrasquillo
Finance Officer

2-5-2019
Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Administrator

Date

Town Clerk

Date

**TOWN OF MONTREAT
FISCAL YEAR 2019
BUDGET AMENDMENT # 5**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2019.

Department(s): Governing Body and Administration

Purpose: Additional amount needed to pay legal fees for the remainder of fiscal year 2019

Section 1. To amend the General Fund as follows:

Line Item	Account Number	Increase Change (DR)	Decrease Change (CR)	Amended Budget
PROFESSIONAL SERVICES	10-00-4100-040		35,167.60	0.00
PROFESSIONAL SERVICES	10-00-4200-040	35,167.60		43,433.45

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Darlene Carrasquillo
Finance Officer

2-5-2019
Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Administrator

Date

Town Clerk

Date

**TOWN OF MONTREAT
FISCAL YEAR 2019
BUDGET AMENDMENT # 6**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2019.

Department(s): Water Department

Purpose: Additional funds needed for well pump replacements

Section 1. To amend the General Fund and Water Fund as follows:

Line Item	Account Number	Increase Change (DR)	Decrease Change (CR)	Amended Budget
UNAPPROPRIATED GENERAL FUND	10-00-2990-000		8,500.00	1,168,365.35
INTERFUND TRANSFER TO WATER – GENERAL FUND	10-00-3915-901	8,500.00		8,500.00
INTERFUND TRANSFER FROM GENERAL – WATER FUND	30-00-3915-901		8,500.00	8,500.00
M & R WELLS	30-91-8100-150	8,500.00		21,521.61

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Darlene Carrasquillo
Finance Officer

2-5-2019
Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Administrator

Date

Town Clerk

Date

**TOWN OF MONTREAT
FISCAL YEAR 2019
BUDGET AMENDMENT # 7**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2019.

Department(s): STREET

Purpose: Additional funds needed for tree removal

Section 1. To amend the General Fund as follows:

Line Item	Account Number	Increase Change (DR)	Decrease Change (CR)	Amended Budget
UNAPPROPRIATED GENERAL FUND	10-00-2990-000		12,000.00	1,156,365.35
CONTRACT SERVICES	10-20-5600-450	12,000.00		13,166.00

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Darlene Carrasquillo
Finance Officer

2-5-2019
Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Administrator

Date

Town Clerk

Date



Town of Montreat

P.O. Box 423, Montreat, North Carolina 28757

Phone: (828) 669-8002 • Fax: (828) 669-3810

MEMORANDUM: TREE REPORT

TO: MONTREAT BOARD OF COMMISSIONERS
FROM: BARRY CREASMAN, PUBLIC WORKS DIRECTOR
VIA: ALEX CARMICHAEL, TOWN ADMINISTRATOR
SUBJECT: TREE REPORT
DATE: FEBRUARY 14, 2019

In the FY 2019 budget the Town Commission authorized \$14,000 in the Street Department for "Contract Services." \$10,000 was expressly allocated for tree maintenance and removal. Nine trees had to be removed by contractors, five of which required crane rentals adding to the cost. Nine permitted trees removed by staff at a cost savings of \$5,150.00. Thirty-nine trees from storms and other weather-related emergencies were removed by staff at a cost savings of \$24,800. Despite the demonstrated cost saving from in-house arbor work however, \$12,124.00 of the original \$14,000 budget for Contract Services has already been spent or encumbered in the first six months of the year.

Staff has identified an additional forty trees awaiting removal. Thirty can be done by staff in house, but an estimated \$8,800 will be required for outsourcing ten trees due to tree size or complexity. Many of these trees represent dead or dangerous trees that staff feel can not wait until the FY 2020 budget is in effect.

Staff request \$12,000 in new appropriation for tree removal to cover planned and unplanned expenses.



TOWN OF MONTREAT

P. O. Box 423
Montreat, NC 28757
Tel: (828)669-8002 Fax: (828)669-3810
www.townofmontreat.org

BOARD OF COMMISSIONERS & ADVISORY BOARD/COMMITTEE MEMBERSHIP APPLICATION

Full Legal Name: Burns Wade DuBose
(Last) (First) (Middle)

Physical Address: 232 North Carolina Terrace

Mailing Address: PO Box 610

Home Phone: 828 231 0650 **Alternate Phone:** 828 231 0650

Email Contact Information: wadeburns@bellsouth.net

On which Board or Committee do you wish to serve?

- | | |
|--|--|
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Planning and Zoning Commission |
| <input type="checkbox"/> Comprehensive Plan Steering Committee | <input type="checkbox"/> Board of Commissioners |
| <input type="checkbox"/> Montreat Landcare Committee | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Open Space Conservation Committee | |

Please explain why you want to be a member of this board/committee:

See attached _____

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

See attached _____

List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

See attached _____

Have you ever attended a regularly scheduled meeting of the selected board/committee? YES

How much time are you able to devote to fulfill this obligation? As needed

A. Please explain why you want to be a member of this board. Wade D. Burns

The Town Board of Commissioners has assigned the current P&Z Board the task of a thorough review of our Zoning Ordinance. This can include how the ordinance aligns w/ the unique character, historic street layout and topography of Montreat. This request is in response to many concerns about the possible need for some revisions. I have studied the ordinance for about 18 years and believe it is my civic responsibility to volunteer for service on the P&Z.

B. Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the board can play a role in addressing each issue.

1. Insuring that our zoning ordinance protects what we love about the experience of living in Montreat. I have been a summer "Clubbie" as a child (1950's). I have been a seasonal cottage owner (1970's, 80's and 90's). I have been a cottage owner, built a new cottage and been a year round Montreat resident for 18 or 19 years. I believe having lived each of the experiences that so define why Montreat is so emotionally important to our citizens provides an important balance of perspective on how we now consider our governance of zoning controls.
2. Insuring that our zoning ordinance is fair to the interests of all residents (legacy families like mine or new comers). I have been both a legacy family and a new comer.
3. Ever increasing property taxes. Don Reid at this months open session of the January T.C. meeting pleaded with the TC to look for new tax revenue. To help lower burden on existing cottage owners. I have helped communities address their burdened tax bases with innovative solutions that won the support of the Mayors and elected city officials in Atlanta, and Augusta Ga., Greenwood, Laurens and Walterboro, S.C. These were all major projects.

C. list any abilities, skills, specialized training or interest you have which are applicable to this board.

1. 45 years as a licensed architect specializing in town planning and residential architecture.
2. As an architect and general contractor working to preserve and restore a critical part of Atlanta's oldest neighborhood in the 1970's which remains credited with saving that neighborhood of about 1,200 ante bellum, victorian and cottage style homes.
3. As a licensed general contractor as well as architect, designing cottages, additions and remodels in Montreat has provided me additional experience in the practical impacts of our zoning ordinance, things that work and things that might be improved.
4. I have part of my aging brain still in tact and hope that what little I may remember from a lifetime of community service in my fields may be helpful.

Angela Murphy

From: noreply@townofmontreat.org
Sent: Monday, January 28, 2019 11:33 PM
To: Info
Subject: New submission from Board Application Form



Full Legal Name

John Allen Crawford

Physical Address

207 Mountain Street

Black Mountain, NC 28711-3015

United States

Map It <<http://maps.google.com/maps?q=207+Mountain+Street+Black+Mountain%2C+NC+28711-3015+United+States>>

Same as Mailing Address?

Yes

Phone

(404) 519-2691

Email

crawfordjohna@aol.com <<mailto:crawfordjohna@aol.com>>

On Which Committee Would You Like to Serve?

Planning and Zoning Commission

Please Explain Why You Wish to Join This Committee

I have owned property in Montreat, NC since 1998, and I am very interested in seeing an appropriate and balanced level of future development and conservation efforts within the boundaries of Montreat, ensuring the natural beauty and resources found within the valley are properly and appropriately managed. I hope the management and leadership skills honed during my 27+ years of Active Duty service in the US Air Force and 5 years of Defense Contracting experience will provide a positive mix of competence and dedication that will both complement and enhance the existing Committee.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

Three most important issues: 1) The changing dynamics within the Montreat Community; 2) The direction of future development initiatives; and 3) Potential pressures from the rapid growth and popularity of the greater Asheville area in general. Change is likely to come to the Montreat Community whether we desire it or not, and I hope that my participation on this Board will bring both the perspective of one who grew up in the local area and one who has a vested interest in overseeing the careful and appropriate management of future growth and change within Montreat's unique Community.

List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

- Reasonably strong leadership and communications skills acquired from many years in the Military and Business communities

- Strong connection to Montreat, since my parents first moved to the area in 1970 (almost 50 years ago)

- Member of the Montreat Cottage Owners Association, since returning to local area three years ago

- Currently own two residences in the local area, and three lots in Montreat

Have you ever attended a regularly scheduled meeting of the selected board/committee?

No

How much time are you able to devote to fulfill this obligation?

Currently retired, but do a lot of volunteer work!

Angela Murphy

From: noreply@townofmontreat.org
Sent: Thursday, January 31, 2019 12:40 PM
To: Info
Subject: New submission from Board Application Form

5:15

Full Legal Name

Sarah Floyd Stansill

Physical Address

141 Holston Lane

Montreat, NC 28757

United States

Map It <<http://maps.google.com/maps?q=141+Holston+Lane+Montreat%2C+NC+28757+United+States>>

Same as Mailing Address?

No

Mailing Address

PO Box 778

Montreat, NC 28757

United States

Map It <<http://maps.google.com/maps?q=PO+Box+778+Montreat%2C+NC+28757+United+States>>

Phone

(803) 730-2426

Email

sfstansill58@gmail.com <<mailto:sfstansill58@gmail.com>>

On Which Committee Would You Like to Serve?

Planning and Zoning Commission

Please Explain Why You Wish to Join This Committee

I moved to Montreat last year after living my entire life in Columbia, SC. I have intentionally made a commitment to this community to be a participating, open minded but thoughtful resident. I value and appreciate where I decided to live.

My hope is that I can bring a fresh perspective to the wants and needs of our town and residents.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

Growth- I do believe that there is room for discussion on the possible growth of Montreat- namely additional, varied housing- if our residents are interested in seeing our town grow.

Communication-Though the Town of Montreat does an outstanding job of keeping residents updated I think that communication between the conference center, town and college could be broader or maybe I am not totally "in the loop" yet.

Infrastructure- I do find it somewhat concerning that there is only one road in and out of Montreat. I would be interested to know if this fact has ever been addressed.

List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

As far as abilities, I am a great listener. I think that this trait could prove helpful in communicating with members of this committee, residents of Montreat and others with whom I may come in contact.

Professionally I owned and ran a successful photography business for over 20 years. I am patient,thorough,financially prudent and organized.

Upon retiring I earned my real estate license. Though no longer an agent I still enjoy many aspects of the business.

Have you ever attended a regularly scheduled meeting of the selected board/committee?

No

How much time are you able to devote to fulfill this obligation?

I am available to attend quarterly and special meetings.



TOWN OF MONTREAT

P. O. Box 423
Montreat, NC 28757
Tel: (828)669-8002 Fax: (828)669-3810
www.townofmontreat.org

BOARD OF COMMISSIONERS & ADVISORY BOARD/COMMITTEE MEMBERSHIP APPLICATION

Full Legal Name: Todd Mary Nell
(Last) (First) (Middle)
Physical Address: 143 Eastminster Terrace
Mailing Address: P.O. 159 Montreat, NC 28757
Home Phone: 669 6802 Alternate Phone: ⁸²⁸ 337 2248
Email Contact Information: hmntodd 1617 @ netzero.net

On which Board or Committee do you wish to serve?

- | | |
|--|--|
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Planning and Zoning Commission |
| <input type="checkbox"/> Comprehensive Plan Steering Committee | <input type="checkbox"/> Board of Commissioners |
| <input type="checkbox"/> Montreat Landcare Committee | <input type="checkbox"/> Tree Board |
| <input type="checkbox"/> Open Space Conservation Committee | |

Please explain why you want to be a member of this board/committee:

To be involved in ~~maintaining~~ making a long
range plans governing use of land & streams.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

steep slopes, storm water,

List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

no special training just willing to help.

Have you ever attended a regularly scheduled meeting of the selected board/committee? no

How much time are you able to devote to fulfill this obligation? as needed

Angela Murphy

From: noreply@townofmontreat.org
Sent: Saturday, January 19, 2019 2:50 PM
To: Info
Subject: New submission from Board Application Form

5.45

Full Legal Name

Laura M Wolfe

Physical Address

324 Texas Road

PO Box 1316

Montreat, NC 28757

United States

Map It <<http://maps.google.com/maps?q=324+Texas+Road+PO+Box+1316+Montreat%2C+NC+28757+United+States>>

Same as Mailing Address?

Yes

Phone

(336) 830-2937

Email

lauramwolfemd@gmail.com <<mailto:lauramwolfemd@gmail.com>>

On Which Committee Would You Like to Serve?

Planning and Zoning Commission

Please Explain Why You Wish to Join This Committee

I am interested in serving on the Planning and Zoning Commission to assist in the development of the Montreat community in the direction that my neighbors and I would like to see, preserving the unique historical, environmental and cultural aspects of Montreat.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

Development of the community in a manner that balances the needs of the new purchasers of lots wanting to build with the protection of the character of the community in keeping with the desires and rights of homeowners, MRA and Montreat college: I have been coming to Montreat since the 1970s and have a deep love and appreciation for the uniqueness of the area. On the other hand, I have moved around frequently and lived in Virginia, Texas, Florida and other cities in North Carolina that have seen rapid development and how they dealt with the challenges.

Preservation of water supply and management of storm water run off: I have been on multiple mission trips to third world countries and some effective low tech water preservation methods. I lived in a mountain community in Virginia that collected and treated its own water supply.

Practicing intentional development: I live in the community and am pretty good at getting the right person involved in coordinating the plans locally.

List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

I am an attorney, member of the NC State Bar. My license is inactive and I do not practice. However, I have experience representing local municipalities as attorney for NC League of Municipalities both at Womble Carlyle in Winston-Salem, and Russell & King, in Asheville, NC. I did become read and become familiar with the NC Institute of Governments publication on Local Municipalities Zoning and Board of Adjustment (and successfully defended the Town of Todd in their denial of permit for a concrete factory).

Have you ever attended a regularly scheduled meeting of the selected board/committee?

Yes

How much time are you able to devote to fulfill this obligation?

4 hours per week, negotiable



Town of Montreat

P.O. Box 423, Montreat, North Carolina 28757

Phone: (828) 669-8002 • Fax: (828) 669-3810

MEMORANDUM: TEXAS ROAD WATERLINE PROJECT

TO: MONTREAT BOARD OF COMMISSIONERS
FROM: BARRY CREASMAN, PUBLIC WORKS DIRECTOR
VIA: ALEX CARMICHAEL, TOWN ADMINISTRATOR
SUBJECT: TEXAS ROAD WATERLINE PROJECT
DATE: FEBRUARY 14, 2019

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: I
Department: Water Department
Contact: Barry Creasman
Presenter: Barry Creasman

BRIEF SUMMARY:

Mr. McIntosh submitted a Request for Bids for the Texas Road Waterline Project in January. Two out of four businesses responded. This Waterline Project is to replace a 2 inch water line with a 6 inch water line on Texas Road. Mr. Creasman recommends going with Hyatt Pipeline, LLC who turned in the lowest bid of \$32,140.00.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Move to approve contract from Hyatt Pipeline, LLC. in the amount of \$32,140.00 for the Texas Road Waterline Project.

FUNDING SOURCE:

Water Department: Capital Outlay, Water Project 30-91-8100-770

ATTACHMENTS:

Montreat Texas Road 6" DIP Waterline Improvement Qualifications

STAFF COMMENTS AND RECOMMENDATIONS:

This project is planned for and budgeted through the Capital Improvement Plan for FY 2019.

Mr. Jarod McIntosh
Town of Montreat ORC

01/15/19



**Montreat Texas Road 6" DIP Waterline Improvement
Qualifications**

EXCLUSIONS

Bond (if required, ADD 2% to total cost of contract) *
Concrete Work - Driveways, Curbs, Sidewalks, Walls
Asphalt Work - Paving or Patching (Town to repave Texas Rd in the future)
Seeding, Sodding and Landscaping
Rock Excavation (\$160 per hour for Rock Hammer + 1 time Mobilization Fee of \$2,500.)
Unsuitable Soils - removal or replacement (\$40 per CY out and \$60 per CY back in)
3rd Party Testing Services - soils, materials, water and sewer
Removal / Relocation of Existing Utilities not shown on plans
Survey and Staking
As-Built Surveys
Permits - to be paid for by Owner
Fees - to be paid for by Owner (Tap Fees, Water Fees, Impact Fees)
Well System Mixing Tanks - refer to a certified well contractor.
Air Release Valves on the service lines, If required, they will be at \$1,320 per each.
Erosion Controls - if required - Silt Fence = \$4.00 per LF / RIP-RAP = \$50 per TON / #57 Stone = \$32 per TON.
Traffic Controls are not included, and if required, will be at an additional hourly rate of \$125 per hour.

NOTES

*** PLEASE NOTE !!! Per Section 301 List 3: of the proposed China Tariff, some materials included in this quote may be impacted and will create just cause for potential material price increases. Therefore, this quote is good for only 21 days, and after 02-05-2019 this proposal will require updated pricing based on any material increases.**

* All Materials are quoted standard, lowest price (CTS Silverline ¾" PE Tubing, CL350 DIP, 3000 psi Conc, non-DOT stone)

Our proposal must be made part of the contract between Town of Montreat and HYATT PIPELINE, LLC.

This quote is based on Drawings by CDC Engineering. dated 10/15/18 for Utility Work only.

Changes to the drawings must be reviewed immediately by HYATT PIPELINE, LLC & given at least 2 days to respond.

Change Orders must be agreed upon and signed by both parties before extra work will commence.

Unit prices are provided for **as-bid** scope of work **only** and will be used for **pay item** calculations. If changes in scope affect the quantities significantly, Hyatt will provide C.O. unit prices based on additional quantities & required scope.

Owner responsible for all fees and permits.

*** Any and all liquidated damages associated with this project will be excluded from the HP contract.**

100% of the value of each invoice for the work performed is due to be paid within 10 days from date of invoice.

Past due accounts are subject to interest based on an annual rate of 18% per year. Accounts past due 60 days or more may be subject to legal action.

If this proposal expresses our entire agreement in connection with the project, please indicate your acceptance of this offer by signature upon the line designated by the word "accepted", thereby constituting an agreement between us. *

Accepted: _____ Title: _____ Date: _____

*** This Proposal must be signed & returned to HYATT Pipeline before work will be scheduled.**

Mr. Jarod McIntosh
Town of Montreat ORC

01/15/19



Montreat Texas Road 6" DIP Waterline Improvement

Description	DAYS	Quantity	Unit	Total
MOBILIZATION	1.00			\$ 2,040.00
Mobilize Equipment, Personnel, and Materials	1.00	1	LS	\$ 2,040.00
DEMOLITION	1.60			\$ 2,910.00
ASPHALT DEMOLITION	1.00	60	SY	\$ 32.00
REMOVE TREE STUMPS	0.40	2	EA	\$ 330.00
REMOVE & RESTACK ROCK WALLS	0.20	2	EA	\$ 165.00
WATER SYSTEM - TEXAS ROAD	5.59			\$ 27,190.00
6" X 6" TAPPING SLEEVE & VALVE	0.33	1	EA	\$ 2,555.00
6" DIP WATER MAIN	2.00	300	LF	\$ 31.25
6" DIP FITTINGS	0.03	6	EA	\$ 210.00
4.5 VO 3'-6" Asheville A421 FIRE HYDRANT	0.50	1	EA	\$ 3,500.00
6" GATE VALVES	0.20	2	EA	\$ 1,100.00
2" GATE VALVE	0.10	1	EA	\$ 710.00
6" RODDED DEADMAN @ END OF LINE	0.25	1	EA	\$ 1,020.00
¾" SERVICES on 6" DIP LINE	0.80	4	EA	\$ 975.00
THRUST BLOCKS	0.30	6	EA	\$ 85.00
STONE BEDDING FOR WATER	0.07	20	TON	\$ 38.00
WATER TESTING - pressure, chlorinization, sampling	1.00	1	DAY	\$ 1,400.00
ESTIMATE TOTAL, w/Mobilization	7.19	DAYS		\$ 32,140.00

Removal of Tree Stumps and Stone Bedding may not be required. If not, these items may be struck from the proposal and the total will be adjusted accordingly.

* See following page for Exclusions & Qualifications to this Proposal.

REUBEN CALDWELL DRILLING, Inc.

351 New Leicester Hwy.

Asheville, NC 28806

828-254-3581

February 5, 2019

This Construction Contract (the "Contract") is made as of this 5 day of February, 2019, by
and between R. Caldwell Drilling, Inc. and Town of Montreat.

WITNESSETH:

1) Scope of Work:

R. Caldwell Drilling, Inc. will provide all materials, services, and labor for the installing of a new pump, 10 hp-35 gpm, new 1 ¼ inch galvanized drop pipe (462' feet), and new wire (10-3 w/ground) in the well.

C.E.I.M., Inc. will provide all materials, services, and labor for the installing a transformer in the building to convert the power from 1 phase to 3 phase.

2) Contract Price:

The cost of the work provided is as follows:

New pump installation - \$10,326.00.

Transformer cost - \$3,000.00.

Tax - \$932.82

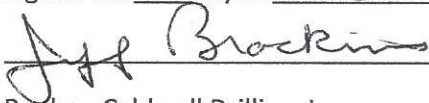
Total \$14,258.82

These are subject to any additions and/or subtractions made pursuant to authorized change orders.

3) Payments:

Upon completion of the work described above, Town of Montreat _____ will be billed
and payment will be expected in a timely manner (30-60) days.

Signed this 5 day of Feb., 2019.



Reuben Caldwell Drilling, Inc.

Town of Montreat Representative