

Town of Montreat
Special Meeting
May 30, 2019
Walkup Building

Board members present: Mayor Tim Helms
Kitty Fouche
Bill Gilliland
Alice Lentz
Tom Widmer

Board members absent: Mayor Pro Tem Kent Otto

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

Public Present: Twelve members of the public present.

Mayor Helms welcomed everyone to the meeting, led the Pledge of Allegiance and held a moment of silence.

Agenda Adoption

Commissioner Tom Widmer moved to adopt the agenda as presented. Commissioner Bill Gilliland seconded and the motion carried 4/0.

Presentations & Reports

A. 2019-2020 Budget Presentation: Mr. Carmichael explained that time and local input are orchestrated into the annual budget process. The Town Administer is required to present a draft budget with an introduction to Council by June 1st. Ten days must elapse before any action can be taken by Council. During that period of time the Town is required to hold a Public Hearing on the proposed budget. Tonight's meeting requires no action on the budget. The Public Hearing and the vote will take place on June 13th at the monthly meeting. The budget must be adopted prior to July 1st. Mr. Carmichael stated that the proposed budget includes the general fund, the water fund and the capital projects fund for the town hall and public works building. It does not include monies for the Tropical Storm Alberto repairs. The general fund budget is a balanced budget which totals \$1,964,811. The water fund budget totals \$401,896. We are seeing some constraints in revenues this year but our spending is also down this year. Mr. Carmichael explained how to read the spreadsheets. Some highlights include no proposed tax rate increase for the seventh year in a row. There is no water rate increase in this proposed budget as well. The budget also includes a COLA (cost of living adjustment) and merit increase

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for staff.

Mayor's Communications

Mayor Helms stated that the candy at each Commissioner's seat was provided by John and Anne Rogers of Calvin Trail in appreciation for the recent paving job on Calvin Trail. Mayor Helms also thanked Public Works Director Barry Creasman and his crew for their hard work on Upper Kentucky repairing a culvert damaged by Tropical Storm Alberto.

Town Administrator's Communications

Mr. Carmichael advised that he had a phone call earlier today from the Local Government Commission regarding the Town's application to borrow funds for the town hall project. The Commission has reviewed the materials on a staff level and everything looks good. Mr. Carmichael and Ms. Darlene Carrasquillo will travel to Raleigh on Tuesday the 4th to answer questions and lobby for approval for the town hall project.

Public Comment

Mr. Emory Underwood of 120 John Knox Road stated that he had recently used Virginia Road and had noticed that two cars cannot pass each other without going off the road. He wondered if there were any plans on widening Virginia Road in the future. Mr. Underwood also questioned whether the state still has to do something in order for the Town of Montreat to change to even year election cycles.

Old Business

There was no old business to discuss.

New Business

A. Town Hall Design-Build Contract: Mr. Carmichael stated that the Town entered into a Design-Build Contract whereby a team (the architect and the builder) enters into a contract together. The first two phases were completed under the initial contract and before the Commission tonight is an amendment to the original contract which will allow construction to begin. Pending Council approval, the Local Government Commission's approval and the bank approval the Town is set to break ground on Tuesday, June 11th. Commissioner Fouche moved to approve the Town Hall Design-Build Contract 19-05-001. Commissioner Widmer seconded and the motion carried 4/0.

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B. Workers Compensation Policy Renewal: Mr. Carmichael stated that the Workers Compensation Policy is written through the North Carolina League of Municipalities. There are no increases in the rates this year but a survey does need to be addressed to assist in determining the total price of the policy renewal. Mr. Carmichael stated that this contract should come in at around \$19,000 which is what was paid last year. Commissioner Gilliland moved to approve the Workers Compensation Policy Renewal. Commissioner Alice Lentz seconded and the motion carried 4/0.

C. Property and Liability Insurance Renewal: Commissioner Gilliland moved to approve the Property and Liability Insurance Renewal. Commissioner Kitty Fouche seconded and the motion carried 4/0.

D. Striping Contract: Mr. Barry Creasman advised that C & T Paving would be using a subcontractor, Carter Striping, to stripe our roads and crosswalks. They intend on getting started as soon as possible. They are going to use glass beads which will really show up during rainstorms and evening hours. Commissioner Gilliland moved to approve striping contract to C&T Paving, Inc. in the amount of \$11,552. Commissioner Lentz seconded and the motion carried 4/0.

Public Comment

Mr. Mike Sonnenberg of 125 Virginia Road thanked the Commission for keeping the budget inline so there is not an increase in taxes.

Commissioner Communications

Commissioner Gilliland thanked Barry Creasman for videoing the proceedings this evening.

Commissioner Widmer offered a hearty invitation to the entire Town on Tuesday, June 11th for the groundbreaking of the new Town Hall.

Commissioner Lentz invited everyone to the “Welcome to Montreat Summer” Reception at 6:00 on Thursday, June 13th. Commissioner Lentz reminded everyone that it was exactly a year ago today that Tropical Storm Albert hit the Town of Montreat. She is both amazed at the level of devastation and all the progress the Town has made since that time in preparing repairs.

Meeting Dates

Montreat Landcare	Wednesday, June 5, 2019 Location TBD
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June Town Council Meeting	Thursday, June 13, 2019 Walkup Building 7:00 p.m. Public Forum begins at 6:30 p.m.
Planning & Zoning Commission	Thursday, June 20, 2019 The Left Bank 5:00 p.m.
Board of Adjustment	Thursday, June 27, 2019 Walkup Building 7:00 p.m.

Closed Session

Commissioner Widmer moved to enter into Closed Session in accordance with NCGS §143-318.11(6) for discussion of a personnel matter. Commissioner Gilliland seconded and the motion carried 4/0.

Upon returned to Open Session Commissioner Fouche moved to increase Town Administrator Alex Carmichaels salary to \$80,000. Commissioner Widmer seconded and the motion carried 4/0.

Adjournment

Commissioner Bill Gilliland moved to adjourn the Special Meeting. Commissioner Alice Lentz seconded and the motion carried 4/0.

Tim Helms, Mayor

Angie Murphy, Town Clerk