Board members present: Mayor Pro Tem Otto

 Commissioner Kitty Fouche

 Commissioner Alice Lentz

 Commissioner Tom Widmer

Board members absent: Mayor Tim Helms

Town staff present: Alex Carmichael, Town Administrator

Angie Murphy, Town Clerk

Adrienne Isenhower, Zoning Administrator

David Arrant, Chief of Police

Darlene Carrasquillo, Finance Officer

Twenty six members of the public were present. Mayor Pro Tem Otto called the meeting to order at 7:05 p.m., and led the group in the pledge of allegiance and a moment of silence.

**Agenda Approval**

Commissioner Widmer moved to adopt the agenda as presented. Commissioner Lentz seconded the motion. Mr. Carmichael stated that Staff has drafted a resolution to add to the Agenda after the Closed Session and it will be debated upon in Open Session. Mr. Carmichael read the resolution aloud and stated that it was authorizing the Mayor to serve as a representative in mediation. Mr. Carmichael also stated that the Town’s Attorney would be here to discuss the situation with the Council in Closed Session. Commissioner Widmer withdrew his earlier motion. Commissioner Widmer moved to adopt the agenda as amended. Commissioner Lentz seconded and the motion carried 4/0.

**Presentations & Reports: Texas Road Bridge Report – Phase One, Stage Two**

Mr. Carmichael gave a brief update on the Texas Road Bridge project, stating that we’ve received the first two engineering reports, including recommendations on what can be done to transform the bridge into a pedestrian bridge. The engineers stated the transition is possible without significant work, and they make recommendations on how to proceed. The Town will be proceeding with the next steps. Commissioner Widmer asked that other options be considered on the design to match the architecture of Montreat. Mr. Carmichael also gave updates on other capital projects. He also added that more pedestrian crosswalks and signs, like those on Lookout Road, will be added on the Montreat College campus.

**Mayor’s Communications**

Mayor Pro Tem Otto thanked the Town Staff for their work on the many significant projects they have been working on, including the Town Hall, Public Works Building, Tropical Storm Alberto projects, dead tree removal and more.

**Meeting Minutes Adoption**

* August 8, 2019, Public Forum Minutes
* August 8, 2019, Town Council Minutes

**Town Administrator’s Communications**

Mr. Carmichael mentioned that the slab has been set at the Town Hall site just this very morning. The working group of the Town Hall met earlier this week to review interior and exterior stonework and finishes. The Public Works Building final drawings have been approved by the Town and will come before the next Board of Adjustment meeting for the site plan approval. The Greybeard Wall/Creekside Stabilization Project plans are complete and we hope to bring them before Council in October. Mr. Carmichael reviewed several Tropical Storm Alberto projects. There were also be a discussion regarding traffic calming options brought before Council in October.

**Administrative Reports**

* Administration – This report was given in written format.
* Finance – This report was given in written format.
* Planning & Zoning – This report was given in written format.
* Police – This report was given in written format.
* Public Works and Water – This report was given in written format.
* Sanitation – This report was given in written format.
* Streets – This report was given in written format.

**Public Comment**

Mrs. Martha Campbell of 149 Maryland Place thanked the Montreat Police Department for their work and told a story about how Officer Whitson, who has recently left the department, helped her in an incident. Mrs. Campbell also informed those in attendance that a “bearwise” presentation will be held next month, helping us in living peacefully with the bears.

Mr. Wade Burns of 232 North Carolina Terrace mentioned that are wonderful architectural opportunities for covered bridges online.

**Old Business**

There was no old business to discuss.

**New Business**

1. Adoption of Rules for Board Member Nominations: Town Clerk Angie Murphy explained the rules for Board Member Nominations. A nomination will be given, then paper ballots will be filled out, read aloud and given to the Clerk for review in the Clerk’s office until the minutes are approved. Commissioner Kitty Fouche moved to adopt the rules for Board Member nominations. Commissioner Alice Lentz seconded and the motion carried 4/0.
2. Board Member Nomination: Commissioner Fouche moved to nominate Jane Alexander as Council Member to serve an unexpired term ending on December 12, 2020. Commissioner Fouche gave a brief biography of Mrs. Alexander. There were no other nominations from the Commission. The Commissioners then filled out paper ballots. Mayor Pro Tem Kent Otto read the paper ballots aloud. It was a unanimous vote for Jane Alexander.
3. Oath of Office: Mayor Pro Tem Kent Otto issued the Oath of Office for Jane Alexander while Mr. Hugh Alexander supported his wife by holding the Bible.
4. Budget Amendment #1: Mr. Carmichael explained the need for this transfer. These funds were the result of a raffle at the Native Plant Sale in April. This number was not included in the budget and there is not authority to use this money until Council approves the amendment. Commissioner Lentz moved to approve Budget Amendment #1 in the amount of $354.10 to compensate for proceeds received from a raffle for Landcare Committee. Commissioner Widmer seconded and the motion carried 5/0.

**Public Comment**

Mrs. Martha Campbell of 149 Maryland Place mentioned a program about bears will be held in October. A variety of people will be on hand to discuss how we can live peacefully with bears. Watch for more information.

Mr. Wade Burns of 232 North Carolina Terrace expressed his excitement over the nomination of Commissioner Jane Alexander.

**Commissioner Communications**

Commissioner Lentz reported that the North Carolina Urban Forestry Council has selected the Town of Montreat as the recipient of the Tree City USA 2019 Award for the entire state of North Carolina!

Commissioner Fouche gave a Town Hall update. The foundation slab was poured on Thursday and framing will begin next week. There is a demonstration board facing Montreat Road showing stone and color selections. We are on schedule and on budget!

**Meeting Dates**

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| --- | --- |
| Montreat Tree Board: | Tuesday, September 24, 2019Town Services Office9:30 a.m. |
| Planning & Zoning Commission: | Thursday, September 26, 2019Walkup Building10:00 a.m. – 12:00 p.m. |
| Board of Adjustment: | Thursday, September 26, 2019Walkup Building7:00 p.m. |
| Montreat Landcare: | Wednesday, October 2, 2019Allen BuildingSwannanoa Room9:00 a.m. |
| October Town Council Meeting: | Thursday, October 10, 2019Walkup Building7:00 p.m.Public Forum begins at 6:30 p.m. |

Commissioner Tom Widmer moved to enter into Closed Session in accordance with NCGS 143-318.11(6) for discussion of a personnel matter and in accordance with NCGS 143-318(a)(3) for attorney-client privilege. Commissioner Kitty Fouche seconded and the motion carried 5/0.

Upon returning to Open Session, Commissioner Jane Alexander moved to ratify the August 28, 2019 offer of employment to Trey McDonald for the position of Police Captain in the amount of $43,705 per year. Commissioner Tom Widmer seconded and the motion carried 5/0.

Commissioner Alice Lentz moved to ratify the August 28, 2019 offer of employment to Virginia “Gin” Johnson for the position of Police Officer in the amount of $37,754 per year. Commissioner Jane Alexander seconded and the motion carried 5/0.

Commissioner Kitty Fouche moved to approve Resolution #19-09-001 authorizing the Mayor to negotiate in good faith a reasonable resolution to this matter. The reasonable resolution to this matter may include monetary payment and/or work performed by Town staff in lieu of monetary payment. Any such agreed upon settlement shall be approved by the Town of Montreat Board of Commissioners. Commissioner Tom Widmer seconded and the motion carried 5/0.

**Adjournment**

Commissioner Lentz moved to adjourn the meeting. Commissioner Alexander seconded and the motion carried 5/0. The meeting was adjourned at 8:53 p.m.

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Kent Otto, Mayor Pro Tem Angie Murphy, Town Clerk