0Board members present: Mayor Tim Helms

Mayor Pro Tem Otto

 Commissioner Kitty Fouche

Commissioner Jane Alexander

 Commissioner Tom Widmer

 Commissioner Alice Lentz

Board members present via

Zoom: None

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator

Angie Murphy, Town Clerk

David Arrant, Chief of Police

Darlene Carrasquillo, Finance Officer

Barry Creasman, Public Works Director

Six members of the public were present at Town Hall with several others watching via Zoom. Mayor Helms called the meeting to order at 7:01 p.m., and led the group in the pledge of allegiance and a moment of silence. Mayor Helms asked for prayers for the family and friends of slain Henderson County Deputy Ryan Hendrix.

**Agenda Approval**

Commissioner Widmer moved to adopt the agenda as presented. Commissioner Lentz seconded and the motion carried 5/0.

**Mayor’s Communications**

Mayor Helms stated that the COVID-19 sign that was displayed at Welch Field and provided by Buncombe County was defaced by spray paint recently. He removed it and turned it into the Police Chief. Staff hopes to have a new sign from Buncombe County soon.

**Meeting Minutes Adoption**

* August 13th Town Council Meeting Minutes

**Town Administrator’s Communications**

Mr. Carmichael mentioned that there has been some difficulty recently in the leaf and wood chip operations. The Town recently received a complaint from a citizen about the leaf and wood chip operations. For the past two years the Town has partnered with the MRA to utilize some space at the old horse rink site to dump residents’ leaves and wood chips. To be exempt from permitting the Town knew the site had to be less than one acre, be used only for yard waste and must be 50 feet from the property line. Staff recently reached out to the Division of Waste Management with the Department of Environmental Quality to confirm our status as an exempt site. Several issues were found to be in non-compliance. The method the Town uses to compost the material is not appropriate. The site is not currently entirely owned by the MRA and the operation does not fall 50 feet from the property line. The exemption requires a letter from the jurisdiction that verifies the appropriate zoning but there is no zoning district in Montreat that explicitly permits composting sites. Staff has looked at several possible solutions. The first is that the MRA could acquire full ownership of the site but tracking down owners would cost time and money and would also facilitate a change in the Zoning Ordinance. The Town could also pay to dump materials off-site at a cost of $25 which could get expensive. These off-site establishments also require the leaves and wood chips to be free of bags. The Town and/or the MRA could identify another location in Montreat to use for a composting site.

**Administrative Reports**

* Administration – 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.
* Finance – This report was given in written format.
* Sanitation – This report was given in written format.
* Streets – This report was given in written format.

Commissioner Fouche thanked the Police Chief for including last year’s numbers for comparison purposes and she hopes other departments will do the same.

Mayor Pro Tem Otto questioned about individual residents doing their own composting of leaves and wood chips at home. Mr. Carmichael encouraged residents to compost but warned that the composting of food scraps could lead to the visitation of wild animals. Mr. Carmichael also urged residents to visit [www.montreatlandcare.org](http://www.montreatlandcare.org) for information about being Firewise.

Commissioner Widmer asked for the status of the guardrail construction on Greybeard Trail. Public Works Director Barry Creasman advised that with Staff doing extra work related to the dumping of brush and leaves that he could not give a timeline on completion but hopes to have it completed in the next few weeks.

Commissioner Fouche asked for an update on the Suwannee Drive mudslide. Mr. Carmichael stated that the Town had recently received reimbursement for the Tropical Storm Alberto repairs in the amount of $136,000 which will allow the Town to move forward on the remaining four projects. These four projects include mudslide on Suwannee Drive, the culvert at Texas Road, the Texas Road area below the pool and Arbor Lane Bridge. Mr. Carmichael stated that he is drafting RFQ’s (Requests for Qualifications) now and hopes to have something for Council at the October meeting.

**Public Comment**

 Mrs. Mary Standaert of 118 Shenandoah Terrace stressed the importance of resolving the Montreat address issue in light of the COVID pandemic. Mrs. Standaert also stated that Next Generation 911 will soon be rolled out and it’s imperative to resolve the address issue in order to ensure accurate emergency response.

Mr. Sean Grady of Assembly Drive submitted a comment via email which was read aloud by Town Clerk Angie Murphy. He suggested that the speed monitoring sign at Welch Field should stop flashing the driver’s speed when the vehicle’s speed drops to or below the posted 20 mph speed limit. Mr. Grady felt that this easy change would bring nothing but positive benefits and reinforcement for doing the right thing.

Mayor Helms advised that Postmaster Tim Bryson who has been working with the Buncombe County E911 department and planners to load all street addresses into the Montreat database so the PO boxes and street addresses are linked together. Mayor Helms also announced that Commissioner Fouche would be taking up the Montreat Address initiative.

**Old Business**

There was no old business to discuss.

**New Business**

1. Update and Discussion of Tropical Storm Alberto Funding: Mr. Carmichael stated that the Town recently received a payment for $136,324.96 from the state for 75% reimbursement of repairs. These funds will be allocated to the General Fund. Additional reimbursement is forthcoming as final Alberto projects are completed.
2. Town Hall Budget Update: Mayor Pro Tem Kent Otto moved to approve Budget Amendment #1 in the amount of $27,418.10 for the Town Hall Capital Project Fund. Commissioner Alice Lentz seconded the motion and the discussion began. After a brief discussion the motion carried 5/0.

**Public Comment**

Mrs. Mary Standaert of 118 Shenandoah Terrace suggested moving the Montreat Town limit sign from its current location by the Gate back to the edge of the Town Hall property to indicate the new town limits after annexation. Mrs. Standaert also expressed her delight in finding out the address issue is currently being addressed.

Mr. Tom Frist of 98 Frist Road requested an update on the Texas Road Bridge project. Mr. Carmichael advised that funds for this project were cut from the 2020-2021 budget due to the impact of COVID-19 on revenues.

**Commissioner Communications**

Commissioner Kitty Fouche mentioned that the Presbyterian Heritage Center is open and they are excited to welcome the public back. She urged everyone to stop by and visit.

Commissioner Alice Lentz presented a newly produced brochure by Landcare to the Council. The brochures on how to build your own rain garden will be posted at Town Hall and at the Rain Garden, located behind Town Hall, with an educational poster describing how the Rain Garden works. This brochure was funded by the earnings from the raffle at the annual Native Plant Sale last year.

**Closed Session**

Commissioner Kitty Fouche moved to enter into Closed Session in accordance with NCGS 143-318.11(6) for discussion of a personnel matter. Commissioner Jane Alexander seconded and the motion carried 5/0.

Upon returning to Open Session Mayor Pro Tem Otto moved to ratify the Letter of Offer to Thomas Dalton dated August 31st for employment as a Sanitation Worker at a rate of $12 per hour. Commissioner Kitty Fouche seconded and the motion carried 5/0.

Commissioner Tom Widmer moved to delegate the hiring of Sanitation Workers to the Town Administrator at a rate of $12 per hour. Mayor Pro Tem Otto seconded and the motion carried 5/0.

Commissioner Alice Lentz moved to approve the Letter of Offer to Michael Dixon for employment as a Patrol Officer at a rate of $37,754 annually. Commissioner Alexander seconded and the motion carried 5/0.

**Adjournment**

Commissioner Alice Lentz moved to adjourn the meeting. Commissioner Tom Widmer seconded and the motion carried 5/0. The meeting was adjourned at 7:52 p.m.

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Tim Helms, Mayor Angie Murphy, Town Clerk