

**Town of Montreat  
Board of Commissioners  
Meeting Minutes  
July 8 2021 – 7:00 p.m.  
Zoom Meeting with in person attendance**

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

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  
Barry Creasman, Public Works Director

Town staff present via Zoom: None

Approximately 11 members of the public were present at Town Hall and several more were watching via Zoom. Mayor Helms called the meeting to order at 7:00 p.m., and led the group in the pledge of allegiance and a moment of silence.

**Agenda Approval**

Mayor Helms reminded Council that an addition to the agenda was needed with regards to aligning the ordinances more thoroughly. Mayor Pro Tem Tom Widmer moved to adopt the agenda as amended. Commissioner Alice Lentz seconded and the motion carried 5/0.

**Mayor's Communications**

Mayor Helms thanked the Town staff for their extra efforts during the July 4<sup>th</sup> celebration festivities. Mayor Helms also thanked Commissioner Kent Otto and Matt Ashley who organized the 5K Gate Gait. Mayor Helms reminded everyone that there will be 700 youth in Town next week and to be careful out on the roadways.

**Meeting Minutes Adoption**

- June 10<sup>th</sup> Town Council Public Forum Meeting Minutes
- June 10<sup>th</sup> Town Council Meeting Minutes

**Town Administrator's Communications**

Mr. Carmichael shared that the Town has not received any ARPA funds to cover lost revenue due to the COVID crisis. Staff has attended many conference calls and webinars covering the stipulations of the funds. Mr. Carmichael is confident that the estimate of \$250,000 will be received as expected.

**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.

Commissioner Kitty Fouche questioned why there weren't any 2020 numbers for comparison for July. Mr. Carmichael advised that a July monthly meeting was not held in 2020 and that's why there were no comparison numbers.

Commissioner Kent Otto asked Public Works Director Barry Creasman about the Texas Road Culvert Repair Project. Mr. Creasman is still awaiting drawings from Civil Design Concepts. Commissioner Otto asked if we could put a time frame on the project and get the project moving and Mr. Creasman said he would get the plans before the Council very soon. Otto also thanked Police Chief Arrant and Public Works Director Barry Creasman for both their crews' hard work during the 4<sup>th</sup> of July.

Mayor Pro Tem Tom Widmer thanked staff for the more complete financial reports.

**Public Comment**

There was no public comment at this time.

**Old Business**

There was no old business.

### **New Business**

- A. Buncombe Madison Regional Hazard Mitigation Plan Resolution: Mr. Carmichael stated that in order to qualify for state disaster funds the Town of Montreat has to be a part of a hazard mitigation plan. The plan has to be updated roughly every 5 years. The plan is 484 pages and is very detailed. The plan is a guidepost. The old plan went out of date on July 6<sup>th</sup>. The resolution before the Commission tonight would in effect adopt the plan. Commissioner Kent Otto moved to approve Resolution #21-07-0001 as presented. Commissioner Alice Lentz seconded and the motion carried 4/1 with Mayor Pro Tem voting against the motion.
- B. Referral to Planning & Zoning Commission regarding General Ordinances: Commissioner Kitty Fouche moved to refer the General Ordinances regarding water and septic to the Planning & Zoning Commission. Commissioner Jane Alexander seconded and the motion carried 5/0.

### **Public Comment**

Mr. Tom Frist of 98 Frist Road asked about the status of the Texas Road Bridge renovation plans. Mayor Helms stated that monies had been included in this year's budget to complete phase 1 of the repairs.

### **Commissioner Communications**

There were no Commissioner Communications.

### **Dates to Remember**

- Montreat Tree Board July 27, 2021 9:30 a.m. by Zoom Software and in person attendance
- Montreat Landcare August 4, 2021 9:00 a.m. by Zoom Software and in person attendance
- Town Council Meeting August 12, 2021 7:00 p.m. by Zoom Software and in person attendance. Public Forum begins at 6:30 p.m.
- Montreat Tree Board August 24, 2021 9:30 a.m. by Zoom Software and in person attendance

### **Adjournment**

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Mayor Pro Tem Widmer moved to adjourn the meeting. Commissioner Alice Lentz seconded and the motion carried 5/0. The meeting was adjourned at 7:20 p.m.

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Tim Helms , Mayor

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Angie Murphy, Town Clerk