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

Virginia Johnson, Police Officer

Barry Creasman, Public Works Director

Darlene Carrasquillo, Finance Officer

Town staff present via Zoom: None

Approximately 12 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**

Commissioner Jane Alexander moved to adopt the agenda as presented. Mayor Pro Tem Tom Widmer seconded and the motion carried 5/0.

**Mayor’s Communications**

Mayor Helms reminded everyone that masks must be worn when meeting with the public in all municipal buildings. Mayor Helms also took the opportunity to welcome Ezra Maille, the new reporter for the Black Mountain News and Asheville Citizen Times, who was in attendance. Mayor Helms also reminded those speaking to remove their masks when talking into the microphones.

**Meeting Minutes Adoption**

* July 8th Town Council Public Forum Meeting Minutes
* July 8th Town Council Meeting Minutes
* July 30th Town Council Special Meeting Minutes

**Town Administrator’s Communications**

Mr. Carmichael reported that the Town received its first payment of ARPA (American Rescue Plan) Funds. The first payment was roughly $138,000, which amounts to half, with the remaining portion arriving next year. Mr. Carmichael advised that there are a lot of restrictions attached to these monies but Town Staff will work with Council on how the money is spent. There will be an amount for revenue replacement that can be spent on anything with no strings attached. Additional projects that could be potentially funded are waterlines, stormwater features, sewer lines, cybersecurity, personnel expenses. Treasury guidance was broad and vague and we are still trying to get answers.

**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 thanked the police department for the increasing number of traffic stops.

Mayor Pro Tem Tom Widmer praised Town Staff for their work in being budget conscious. The Town came through a difficult year with significant net income.

**Public Comment**

Letta Jean Taylor of 386 Oklahoma Road provided a brief overview of the 1996 and 2008 Comprehensive Plans. Mrs. Taylor also shared how previous Councils and Town Staff utilized the plans on a monthly and annual basis. Mrs. Taylor outlined completed projects that came directly from the Plans. She suggested that the current Council should look at the plan and see what the Community would like moving forward. Mrs. Taylor also thanked Public Works Director Barry Creasman for asphalt patching on Oklahoma Road.

**Old Business**

There was no old business.

**New Business**

1. Proclamation Designating September 4th as Arbor Day in Montreat: Commissioner Alice Lentz moved to approve Proclamation #21-08-0001 as presented. Commissioner Jane Alexander seconded. Mayor Helms read the proclamation in its entirety. The motion carried 5/0.

B. Texas Road Wall Repair: Jesse Gardner, an engineer with Civil Design Concepts, stated that the construction industry is very busy right now and supply chain issues make it very problematic for some projects. Mr. Gardner advised putting this project out to bid at the beginning of the year, when contractors aren’t as busy, with a start time of March. Mr. Gardner also advised that the redi-rock wall will be 25-30% more than the gabion basket wall. Mayor Helms asked Mr. Gardner if the bank would last if the Town waited till the first of the year for repairs. Mr. Gardner said he had visited the site about two weeks ago and he felt like it would last till then. Commissioner Otto requested a plan using gabion baskets. Mr. Gardner suggested bidding out both plans and seeing the real numbers. Mr. Gardner was also asked to apply washed stone at the base of the damaged area to prevent further erosion. Mr. Carmichael reached out to the North Carolina Department of Emergency Management earlier today and spoke with two different people who provided two different answers. The Town has budgeted $125,000 for the project and will be over budget regardless of redi-rock or gabion basket. The state will pay 75% while the municipality will be responsible for the remaining 25%. Mr. Carmichael reached out today to investigate avenues to increase the budget. The responses he received were conflicting: one response was that we couldn’t change the budget while the other response was we might change the budget.

C. Annual Renewal Contract for Zoning Administration: Mr. Carmichael advised that the proposal was a slight 5% increase over last year. The contract is fully budgeted within this year’s budget. Commissioner Kent Otto moved to approve the renewal contract with Land-of-Sky Regional Council in the amount of $58,656 and authorized the Town Administrator to sign. Commissioner Kitty Fouche seconded and the motion carried 5/0.

D. Well A (Texas Road) Repair Contract: Mayor Helms advised that this well had been hit by lightning. Mr. Creasman stated that insurance would cover the claim less the $1,000 deductible. Commissioner Alice Lentz moved to approve the contract with Reuben Caldwell Drilling Inc. in the amount of $15,834.93. Mayor Pro Tem Tom Widmer seconded and the motion carried 5/0.

**Public Comment**

Martha Campbell of 149 Maryland Place thanked Letta Jean Taylor for the impromptu history lesson and stated how the Council during her term used the plan for their annual planning. Mrs. Campbell also mentioned specific projects that were addressed from the 2008 Comprehensive Plan. Mrs. Campbell also thanked the current Council for budgeting for an updated Comprehensive Plan.

Mary Standaert of 118 Shenandoah Terrace reiterated that during her tenure on Council the 2008 Comprehensive Plan was heavily followed. Dr. Standaert expressed her hopes for a clear retraction in tomorrow’s Montreat Minute of the Mayor’s previous comments.

**Commissioner Communications**

Commissioner Alice Lentz urged everyone to visit the updated Landcare Website at [www.montreatlandcare.org](http://www.montreatlandcare.org). Commissioner Lentz also advised that members are updating the Landcare By-laws, which have not been updated since 2012, and will bring them forward to Council in September or October. Commissioner Lentz also reminded everyone about the upcoming Arbor Day celebration on September 4th from 10:00 a.m. until 2:00 p.m. at the Town Hall.

Commissioner Kent Otto mentioned that it was so nice seeing the youth walking down Tennessee Road this summer. Commissioner Otto also thanked former Mayor Letta Jean Taylor, Martha Campbell, Mary Standaert and Eric Nichols for their service on previous councils. Commissioner Otto expressed his delight in seeing the College kids entering Town and moving in today. Commissioner Otto will have more details forthcoming, but wanted to mention that Montreat College students will be offering their services to the community in way of small chores on Fridays from 9:00 a.m. to 11:00 a.m.

**Dates to Remember**

* Montreat Tree Board August 24, 2021 9:30 a.m. by Zoom Software and in person attendance at Montreat Town Hall
* Board of Adjustment Training Meeting August 24, 2021 7:00 p.m. by Zoom Software and in person attendance at Montreat Town Hall
* Montreat Landcare September 1, 2021 9:00 a.m. in the Allen Building
* Planning & Zoning Commission September 1, 2021 10:30 a.m. by Zoom Software and in person attendance at Montreat Town Hall
* Montreat Arbor Day Celebration September 4, 2021 10:00 a.m. – 2:00 p.m. at Montreat Town Hall
* Town Hall Closed for Labor Day. No sanitation services. Will resume on Tuesday, September 7th
* Planning & Zoning Commission September 9, 2021 10:30 a.m. by Zoom Software and in person attendance at Montreat Town Hall
* Town Council Meeting September 9, 2021 7:00 p.m. by Zoom Software and in person attendance. Public Forum begins at 6:30 p.m.
* Board of Adjustment TENTATIVE September 23, 2021 7:00 p.m. by Zoom Software and in person attendance
* Montreat Tree Board September 28, 2021 9:30 a.m. by Zoom Software and in person attendance at Montreat Town Hall

**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 Kent Otto seconded and the motion carried 5/0.

Upon returning to Open Session there was no further business to discuss.

**Adjournment**

Commissioner Alice Lentz moved to adjourn the meeting. Commissioner Kent Otto seconded and the motion carried 5/0. The meeting was adjourned at 8:09 p.m.

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Tim Helms , Mayor Angie Murphy, Town Clerk