Board members present: Mayor Tim Helms

Mayor Pro Tem Tom Widmer

Commissioner Kitty Fouche

Commissioner Jane Alexander

Board members absent: Commissioner Mason Blake

Commissioner Kent Otto

Town staff present: Ben Blackburn, Interim Town Manager

Angie Murphy, Town Clerk

David Arrant, Chief of Police

Barry Creasman, Public Works Director

Virginia Johnson, Police Officer

Approximately seven members of the public were present at Town Hall and several more were watching via Zoom. Mayor Tim 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. Mr. Tom Frist of 98 Frist Road reflected on the passing of Queen Elizabeth with a story about Reverend Billy Graham and a dinner the Queen prepared for him on a visit to Great Britain.

**Agenda Approval**

Commissioner Kitty Fouche moved to adopt the agenda as presented. Commissioner Jane Alexander seconded and the motion carried 3/0.

**Mayor’s Communications**

Mayor Helms took a moment to welcome and introduce the new Black Mountain News reporter Karrigan Monk.

**Meeting Minutes Adoption**

* August 11th Town Council Public Forum Meeting Minutes
* August 11th Town Council Meeting Minutes

**Interim Town Manager’s Communications**

Mr. Ben Blackburn had no communications to report.

**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**

There were no Public Comments at this time.

**Old Business**

There was no Old Business to discuss.

**New Business**

1. Presentation Regarding Stormwater Management: Mary Roderick, Ph.D., Regional Planner with Land-of-Sky Regional Council advised that during the August Town Meeting the Board of Commissioners adopted a resolution to become compliant with the MSF Permit requirements. The Town of Montreat is on track to meet all the reporting requirements that are required to be fulfilled within the next 120 days. There are two components of the MS4 permit: National Pollutant Discharge Elimination System (NPDES) which is a Federal Clean Water Act Permitting Program for wastewater and stormwater permits; and Municipal Separate Storm Sewer System (MS4) which is a system of conveyances to collect and transport stormwater runoff. NPDES MS4 Permits are for discharges of stormwater to surface waters from a publicly owned/operated stormwater collection system. The requirements of the MS4 permits are as follows: funding the stormwater management program, implementing a Comprehensive Stormwater Management Plan (SWMP), documenting program implementation, report annually, obtaining a new permit every five years and implementing six minimum control measures/program areas.

Mrs. Roderick advised that Federal NPDES enforcement has increased exponentially. NCDEQ (North Carolina Department of Environmental Quality) began audits in 2019. Most communities (24 out of 30) received notices of violation. The Town of Montreat’s audit was conducted in July 2022 and problem areas were identified as follows: staffing and funding; SWMP implementation, documentation and evaluation.

A previous SWMP (Stormwater Management Plan) was submitted in 2017 and a new draft SWMP is due October 2022. The SWMP describes stormwater systems, receiving waters, pollutants of concern and targets audiences. The SWMP also designates responsible parties and identifies partnerships. The SWMP details BMPs (best management practices) to implement six minimum measures over a 5 year period. The six minimum measures are: public education and outreach, public involvement and participation, illicit discharge detection and elimination (IDDE), construction site runoff controls, post-construction site runoff controls, and pollution prevention and good housekeeping for municipal operations.

Mrs. Roderick stated that the Town of Montreat does have a formal agreement with Land-of-Sky Regional Council for compliance support. The Zoning Administrator contract and scope of work were modified to include stormwater activities. The MS4 Inspection and IDDE App have deployed with public works associates. Town staff have become certified in SCM inspections and all town inspections have been completed. Multiple meetings have been held with Montreat Landcare about opportunities for public education and outreach/public involvement and engagement. The next steps include finishing the SWMP draft by October 25, 2022, finalizing the SWMP and renewing permit in January of 2023, determining procedures for private SCM inspections and being requiring them again, beginning SWMP implementation over 5-year period and joining Land-of-Sky Regional Council Regional Stormwater Services Program.

1. Consideration of Appointing William “Bill” Tucker to Planning & Zoning Commission to fill an alternate position which will expire 9/30/2025: Mayor Pro Tem Tom Widmer moved to appoint William “Bill” Tucker as an Alternate Member on the Planning & Zoning Commission. Commissioner Kitty Fouche seconded and the motion carried 3/0.

C. Consideration of Appointing Mark Spence to Board of Adjustment to fill an alternate position which will expire 9/30/2025: Commissioner Kitty Fouche moved to appoint Mark Spence as an Alternate Member on Board of Adjustment. Commissioner Jane Alexander seconded and the motion carried 3/0.

D. Consideration of Appointing Margaret “Mari” Gramling to Board of Adjustment to fill an unexpired regular position with will expire 9/30/2025: Mayor Pro Tem Tom Widmer moved to table this appointment/discussion until October in order to ask Ms. Gramling some questions. Commissioner Jane Alexander seconded and the motion carried 3/0.

**Public Comment**

There was no public comment at this time.

**Commissioner Communications**

Commissioner Kitty Fouche expressed her appreciation to the Presbyterian Heritage Center for the “From Shakespeare to the Inklings” conference they held this week.

Mayor Pro Tem Tom Widmer commented that he has heard that the home meetings for the Town of Montreat Comprehensive Plan are going great with very informative discussions. Mayor Pro Tem Tom Widmer also thanked Mark Spence for his years of service as Chair of Board of Adjustment.

**Dates to Remember**

* Tree Board, Wednesday September 14th at 9:30 a.m. in Town Hall
* CANCELLED Board of Adjustment, Thursday September 22nd at 5:00 p.m. in Town Hall
* Tree Board, Tuesday September 27th at 9:30 a.m. in Town Hall
* Montreat Landcare, Wednesday October 5th at 9:00 a.m. in Town Hall
* Planning & Zoning Commission, Thursday October 13th at 10:30 a.m. in Town Hall
* October Town Council Meeting, Thursday October 13th at 7:00 p.m. in Town Hall. Public Forum begins at 6:30 p.m.
* Tree Board, Tuesday October 25th at 9:30 a.m. in Town Hall

**Adjournment**

Mayor Pro Tem Tom Widmer moved to adjourn the meeting. Commissioner Kitty Fouche seconded and the motion carried 3/0. The meeting was adjourned at 7:40 p.m.

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Tim Helms , Mayor Angie Murphy, Town Clerk