

Town of West Jefferson - Board of Aldermen
Special Meeting Minutes
March 21, 2017 | 5:30 p.m.

Board Members Present: Mayor Dale Baldwin, Alderman Calvin Green, Alderman Jerry McMillan, Alderman John Reeves, Alderman Stephen Shoemaker, *Alderman Brett Summey, Sr. (absent)*

Town Staff Present: Town Manager Brantley Price, Town Clerk Wesley Barker, Finance Officer Heather Holdaway, Police Chief Jeff Rose, Maintenance Supervisor Eric Miller, WWTP Superintendent Charles Call.

Michelle Ball from the HCCOG and Ben Cogsdale from the Ashe Mountain Times also attended.

At 5:30 p.m. Mayor Baldwin called to order the special meeting of the Board of Aldermen.

Public Hearing- Submission of an application for Community Development Block Grant (CDBG) funds in the Downtown Redevelopment Fund category in the amount of \$349,410 for 201 Backstreet.

The Mayor opened the public hearing at 5:30pm. The purpose of this hearing is to hear comment for the proposed application for CDBG funds with the NC Department of Commerce to assist Mountain Outfitters, LLC in rehabilitation of a building which they have purchased located at 201 Backstreet, adjacent to their current business at 14 S. Jefferson Ave. Mountain Outfitters plans to expand their store and inventory into this adjacent building. This is the first of two public hearings required for this grant before submission. Michelle Ball, of HCCOG, briefly explained the project scope of this building rehab. Michelle said the Town is requesting approximately \$349,410 from the CDBG- Downtown Redevelopment Fund within the NC Department of Commerce. Mountain Outfitters will be contributing the remainder, approximately \$100,000, to complete the project. No Town match is required for this as the Town only has to be the one to request these funds and submit the application. No jobs are required to be retained as a result of this funding. Michelle said this project does comply with eliminating slum and blight, which is part of this grant's scope of eligibility. To apply for these grants, businesses have to have monies to put toward this particular grant as well as a business plan for 3 years. Other business buildings who are in need of rehab were discussed. With no other public comment, the Mayor closed the public hearing at 5:35pm.

Special Session- Discussion of FY 17-18 Budget.

Each department head went over their budget requests for the upcoming budget year of 2017-18.

Administration- Town Manager Brantley Price went through the administrative requests for the budget. Noteworthy items discussed are as follows:

- Sign permit fees suggested to be brought back into fee schedule to keep better record of businesses and ensure they are complying with the sign regulations, especially after the elimination of business licenses. A proposed cost of \$20 per sign application.
- Brantley asked the Board's opinion on directional signage in downtown. He stated before any signage can be installed, it must have plan approved by DOT. The Board was in consensus to not move forward on any directional signage at this time.

- Façade Grants- 3 grants awarded each budget year in the past, would like to increase to 4 grants, up to \$1,000 given per grant after work is completed and receipts are turned in to the Town.
- Election this year- \$3,000 cost to run election per Board of Elections
- Town car replacement (Honda) with new car at an estimated \$30,000 and moving Honda to police department for detective to use.
- Land payment of \$24,500 for parking lot purchase to Herb Francis
- Caboose purchase by the Ashe County Historical Society- The Board was in consensus in allotting \$3,000 towards this caboose project. Historical society will come before board at a later date to formally request donation.
- GE expansion incentive payment \$125,000- So far, 105 jobs have been created and they plan to hire more employees soon.
- Annual Fire Department contribution as in year's past of \$37,000.

Police- Police Chief Jeff Rose went over the proposed Police Department budget items which included the following:

- Overtime & Part-time salaries at \$12,000 each
- New uniforms (\$7,500), department supplies (\$18,500) including updating equipment as they are out of date as well as 3 bulletproof vests (\$800 each), 1 taser (\$800)
- New police vehicle as done in year's past (\$60,000 once vehicle is equipped- \$30,000 for vehicle purchase. Alderman Reeves recommend buying the police vehicle within the County.
- Replace in car cameras for police cars (\$25,000) and investigate grant possibilities for replacement of these cameras. Alderman Shoemaker asked to see mock camera in police car to see what police see with traffic stops, etc.

Maintenance- Maintenance Supervisor Eric Miller discussed his proposed budget for the Maintenance Department, Streets and Park/Cemetery. Items discussed include:

- New road sign replacements as some have faded
- New detour signs/barricades and cones (\$4,000) for special events & road closures and not have to borrow from DOT and other businesses, as the Town has had to do previously.
- Maintenance shop office renovations (\$10,500) Eric said the offices are in bad shape and in need of renovations and to make them more energy efficient.
- Pave parking lot between maintenance shop and storage yard (\$20,000)
- Restriping parking spaces along Jefferson Ave and street patching
- Possible sidewalk repair- Ashe St to Market St. as this is the worst area (\$30,000)
- Sidewalk repair- Backstreet from Jefferson Ave to 1st St (\$37,000) Brantley said he would like this to possibly be a future extension of the streetscape project up to this area around the Farmers Market. Also adding decorative streetlights on the Backstreet by the Farmers Market area (\$6,500). The Board was in consensus with adding these streetlights on this side of the street.
- Sidewalk repair suggested by the Mayor from Town Hall along Main Street down by Parkway Theatre.
- Purchase of a used 1.5 ton dump truck 4x4 (\$11,200) to replace other truck which now has the salt spreaders on it. Also purchase of another larger truck such as an F-450 (\$44,500)

- New lift for maintenance shop which would have a 14,000 pound capacity (\$7,000) to work on vehicles, including any new vehicles or large trucks.
- Paving of various Town streets (\$75,000)
- Lean to shed for salt bin (\$10,000) for extra storage of equipment. Salt for roads (approximately \$10,000)
- Discussion of removing baseball field 4' fence and backstop at the park then took place. As there are no longer any baseball games at the park, a consensus among the Board was to remove the fence and backstop as well as the scoreboard.
- Annual maintenance of tennis courts and repaving of the basketball court (\$12,000)
- Add more benches around playground areas
- Cemetery- discussion took place to possibly open the roadway on new section of the cemetery that exits by the Maintenance building. An issue being cut through traffic. The Board was in consensus to not open this roadway up with concerns of cut through traffic and possible damage to the headstones and accumulation of trash. Exploring an option to create a turning space on this part of the cemetery road was discussed.
- Replace chain link portion in cemetery (\$6,000)
- Update cemetery GIS mapping for online viewing (\$2,000)

Water- WWTP Superintendent Charles Call discussed items for the water and sewer budget which included:

- Miscellaneous parts for water filter plant (\$20,000)
- Purchase 2" meters to replace old meters (money in fund balance has been put back for several years) (\$15,000)
- Detention Sensors, chemical feed pumps, pressure transducer and other general replacement items which usually require replacement annually (approximately \$10,000-14,000 total)
- Convert touch read water meters to radio read meters. 300 meters x \$130 each= \$40,000. It was suggested to start replacement along the Jefferson Ave. section, but continue putting monies back for radio reads for other meters in the future
- Water tank maintenance (\$11,990)

Sewer-

- Belt press rental system if needed (\$15,000)
- Pumps for Helen Blevins Road pump station (\$8,250)
- Sampling (\$15,000)
- Slinger truck for pressed sludge (\$26,000)
- SCADA for influent pumps (\$30,000)
- Replace aerators for oxidation ditch (\$75,000)
- New 40'x40' shed to cover filter systems at the sewer plant (\$40,000)
- Sludge dryer acquired by grant monies with USDA (\$614,000)
- In next few years, may have to add another outer ring to oxidation ditch to expand capacity of WWTP to 750,000 gallons. Currently the plant is at 500,000 gallons capacity.

Adjournment- With nothing further, Alderman Shoemaker made the motion to adjourn the special meeting. Alderman McMillan seconded with a vote of 4-0 in favor. The time was 6:41 pm.

Dale Baldwin, Mayor

Wesley M. Barker, Town Clerk