

**Town of West Jefferson - Board of Aldermen
Regular Meeting Minutes
June 5, 2017 | 6:00 p.m.**

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

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

Several other residents of the community also attended.

At 6:00 p.m. Mayor Baldwin called to order the meeting of the Board of Aldermen. Alderman Reeves gave the invocation. Those in attendance then stood for the Pledge of Allegiance.

Approval of the June 5, 2017 Agenda- With no changes, Alderman McMillan made the motion to approve the agenda as presented. Alderman Reeves seconded with a vote of 5-0 in favor.

Public Hearing

Consideration of Zoning Map Amendment for Voluntary Annexations- Parcel Number 19267-020, Located at 705 Oakwood Rd., and Parcel Numbers 19267-019 & 19267-021, Located at 729 Oakwood Rd.:

The Mayor said these public hearings are to hear any comments on the proposed voluntary annexations of these properties into the city limits, located at 705 Oakwood Rd. and 729 Oakwood Rd., a total of 3 parcels. The Mayor stated the property owners are petitioning to be annexed in order to gain Town utility services. The Mayor opened the public hearing at 6:03 pm. With no comment, the Mayor closed the public hearing at 6:04 pm.

Fiscal Year (FY) 2017-18 Town Operating Budget:

The Mayor opened this public hearing at 6:05 pm. With no public comment, the Mayor then closed the public hearing at 6:06 pm. Alderman Reeves stated there would be no tax increases this year. Alderman Green said Town Manager Brantley Price did an excellent job preparing the budget and keeping taxes at the same rate for many years.

Regular Session

Approval of Minutes- May 1, 2017 Regular Meeting & May 10, 2017 Special Meeting- With no changes, Alderman Summey made the motion to approve both sets of minutes as presented. Alderman McMillan seconded with a vote of 5-0 in favor.

West Jefferson Caboose Project Discussion- Dale Carlson, of the caboose committee, spoke to the Board on the status of bringing the caboose to West Jefferson. Dale acknowledged that all caboose committee members were present. Currently, DOT permits had been approved from Tennessee and North Carolina, but not Virginia as of yet. Dale stated the State of Virginia did not like the route planned and a new route was requested and submitted. Dale said they are unsure if the caboose will be delivered this week as proposed or not as it would be moved in 2 parts from Bristol to West Jefferson. Further discussion then took place on the placement of the caboose in the gravel lot behind the Backstreet Park stage. The caboose committee would be paying for the informational kiosks, ramps for

access to the caboose and the initial setup. Mountain Advantage Landscaping has agreed to donate plants, landscaping materials and their time towards the project. A painter has also agreed to donate their time. Dale spoke of several fundraisers planned to be held for the caboose. When the caboose arrives, the first task is for it to be painted, followed by the landscaping. Dale then spoke on what the committee is requesting for the Town to provide which included items #1-7 on a handout (attached to minutes) given to the Board. These items included: locking/unlocking, cleaning the interior of the caboose as needed, maintenance of the caboose park as needed, minor caboose repairs, electrical service, liability insurance and inclusion in the annual budget. An estimated \$5,000 would remain in the caboose committee account after the caboose is delivered. Discussion then took place concerning caboose maintenance and having Town employees be responsible for it. A suggestion was made to open the caboose at various times at first to see how it goes and assess the need for cleaning. Also, Dale proposed that the Caboose committee would like the Town to take over and own the caboose once all the installation and projects were complete. Alderman Shoemaker then made the motion to approve the caboose proposal as presented with items #1-7 [*handout attached at end of minutes as addendum A*] and for the Town to take ownership of caboose once complete. Alderman Reeves seconded with a vote of 5-0 in favor.

ABC Report- absent

Consideration of Zoning Map Amendment for Voluntary Annexations- Parcel Number 19267-020, located at 705 Oakwood Rd. - With no discussion, Alderman Shoemaker made the motion to approve this voluntary annexation of the above stated parcel. Alderman Summey seconded with a vote of 5-0 in favor.

Consideration of Zoning Map Amendment for Voluntary Annexations- Parcel Numbers 19267-019 & 19267-021, located at 729 Oakwood Rd. - With no discussion, Alderman Reeves made the motion to approve this voluntary annexation of the above stated parcel. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Budget Amendment #4- FY 2016-17-Year-End- The Mayor stated this budget amendment is the year-end amendment to move monies around to balance the budget so no department is overspent. With no discussion, Alderman Summey made the motion to approve this budget amendment as presented. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Consideration of Approval- FY 2017-18 Budget Ordinance- With no discussion, Alderman Summey made the motion to approve the FY 2017-18 Budget Ordinance as presented. Alderman Reeves seconded with a vote of 5-0 in favor. [*Budget Ordinance attached at end of minutes as addendum B*]

Consideration of Approval- FY 2017-18 Schedule of Fees- Town Clerk Wesley Barker noted some increases in the proposed schedule of fees for FY 2017-18 to include the reintroduction of a sign permit fee of \$25 and some increases in zoning procedure applications mainly due to printing cost increases for placing public notice announcements in newspapers. With no discussion, Alderman McMillan made the motion to approve the FY 2017-18 Schedule of Fees as presented. Alderman Reeves seconded with a vote of 5-0 in favor. [*Schedule of Fees attached at end of minutes as addendum C*]

Consideration of TDA Appointment for a 3-year Term- The Mayor stated Vivian Miller's term on the TDA would be expiring in July 2017 and she would not be allowed to be reappointed due to the TDA by-laws of 3 successive terms. Len Horton, real estate agent with Ashe High Country Realty, has expressed interest in serving on the TDA Board if the Board of Aldermen so desired. The TDA by-laws require a majority of TDA Board members to collect occupancy tax in order to serve. With no discussion,

Alderman McMillan made the motion to appoint Len Horton to the TDA Board for a 3-year term beginning in July 2017. Alderman Reeves seconded with a vote of 5-0 in favor.

Discussion of July Board of Aldermen Board Meeting Date- The Mayor asked the Board if they would like to reschedule the July Aldermen meeting from July 3 to July 10 because of the 4th of July holiday. The Board was in consensus to move the July Board meeting to Monday, July 10th at 6pm at Town Hall.

Police Report- Police Chief Jeff Rose gave the Police report for the month of May. There were 256 calls dispatched through the communications center, 17 auto collisions were investigated, 17 people were arrested on charges of larceny, assault and drug related crimes. 9 persons were arrested/charged for drug violations. The Board thanked the Chief for his report.

Water/Wastewater & Maintenance Report- WWTP Superintendent Charles Call gave a report to the Board on the WWTP. Charles said the filter plant is running with about 85,000 gallons/day going through the plant. Currently, some of the wells were cut back due to the filter plant running. No major issues to report. The Board thanked Charles for his report.

Maintenance Report- Maintenance Supervisor Eric Miller gave an update on the Maintenance Department. Eric said there had been 42 one calls for the month of May. 4 sewer line issues and 5 water leaks over the last month. The department had been working on general maintenance tasks and mulching the bumpouts and other Town spaces, with no major issues to report. The Board thanked Eric for his report.

Town Managers Report- Brantley Price gave his report to the Board. Brantley said the belt press and water/sewer extension project bid should go out in July. Taxes collected to date are \$1,118,500 or 98.2% of the levy. Brantley said sidewalk repairs should begin in July or August. The Board thanked Brantley for his report.

Public Comment- opened at 7:04 pm. With no public comment, the Mayor closed public comment at 7:05 pm.

Aldermen Comments- none.

Closed Session- The Mayor said the Board would be entering into closed session to discuss the acquisition of real property per G.S. 143-318.11(a) - 5 and would return to open session before adjourning. Alderman Summey made the motion to go into closed session, seconded by Alderman Shoemaker. The vote of 5-0 in favor. The time was 7:05pm.

Adjournment- The Board returned from closed session at 7:45 pm. With no further items to be discussed or voted on, Alderman Shoemaker made the motion to adjourn the meeting, seconded by Alderman Reeves. A vote of 5-0 in favor.

Dale Baldwin, Mayor

Wesley M. Barker, Town Clerk

Attachments: Addendums A-C