

Town of West Jefferson - Board of Aldermen
Regular Meeting Minutes
June 4, 2018 | 6:00 p.m.

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

Town Staff Present: Town Manager Brantley Price, Town Clerk Rebecca Eldreth, Town Attorney David Paletta, Police Chief Jeff Rose, Maintenance Supervisor Eric Miller, WWTP Superintendent Charles Call, and WWTP Operator Brandon Patrick.

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 Shoemaker gave the invocation. Those in attendance then stood for the Pledge of Allegiance.

Approval of the June 4, 2018 Agenda – Mayor Baldwin stated that an Amended Letter of Conditions needed to be added for the water and sewer project. Alderman Reeves made the motion to approve the agenda with the addition. Alderman Shoemaker seconded with a vote of 4-0 in favor.

Public Hearing

Fiscal Year (FY) 2018-2019 Town Operating Budget

The Mayor said the public hearings are to hear any comments on the Fiscal Year 2018-2019 Town Operating Budget. The Mayor opened the public hearing at 6:03 pm. With no comment, the Mayor closed the public hearing at 6:04 pm.

Regular Session

Approval of Minutes- May 2, 2018 Special Meeting, May 7, 2018 Regular Meeting & May 17, 2018

Special Meeting- With no changes, Alderman Shoemaker made the motion to approve all minutes as presented. Alderman Summey seconded with a vote of 4-0 in favor.

Consideration of Resolution Accepting Letter of Conditions for Additional Fees – Debbie Sexton, with USDA, presented to the Board. Debbie stated the project for the water and sewer system upgrades came in over budget, so the Town requested extra funds from USDA to cover the cost of the project. The Town received letter of conditions due to the request for extra funds in the amount of \$309,000.00 and an additional applicant fees of \$625.07. Alderman Reeves made the motion for a resolution accepting the letter of conditions for additional fees. Alderman Shoemaker seconded with a vote of 4-0 in favor.

Consideration of Approval – FY 2018-2019 Budget Ordinance – With no discussion, Alderman Shoemaker made the motion to approve the 2018-19 budget ordinance as presented. Alderman Green seconded with a vote of 4-0 in favor. *[Budget Ordinance attached at end of minutes as addendum A]*

Consideration of Approval – FY 2018-2019 Schedule of Fees – Mayor Baldwin stated that the schedule of fees would stay the same as last year. With no further discussion, Alderman Summey made the motion to approve the 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 B]*

Consideration of Stomp and Brew Festival – Stomp and Brew organizers, Harry Galer and Rebecca Lane, updated the Board on the 2018 event. The sold out event held on Saturday, May 5th had over 350 people in attendance and raised \$5,000 for the local charity, Shoes for Kids. Rebecca then asked the

permission of the Board to use the same lot for Stomp and Brew 2019. Alderman Reeves made the motion to approve the use of the lot for Stomp and Brew 2019 on Saturday, May 4, 2019. Alderman Shoemaker seconded with a vote of 4-0 in favor.

Consideration of Planning Board Appointments – Mayor Baldwin stated that the terms are up for two planning board members, John Reeves who serves as the chairman and Joan Watson. Both members have agreed to serve another term if the Board chooses. With no discussion, Alderman Summey made the motion to appoint both member to another term. Alderman Shoemaker seconded with a vote of 4-0 in favor.

Budget Amendment #4 – Brantley Price, Town Manager, stated the purpose of the budget amendment is to ensure each fund is not over spent at year end. With no discussion, Alderman Shoemaker made the motion to approve Budget Amendment #4 as presented. Alderman Reeves seconded with a vote of 4-0 in favor.

Discussion of July Board of Alderman Meeting – Brantley Price, Town Manager, stated the next regular meeting is scheduled the Monday before the 4th of July holiday. Due to conflicting schedules the Board agreed to cancel the regular meeting and hold a special meeting on Tuesday, July 10th.

Discussion of Subdivisions – Town Attorney, David Paletta, asked the Board to move the discussion of subdivisions to closed session.

Consideration of Owner-Engineer Agreement – Mayor Baldwin stated that Mike Acquesta is requesting a budget amendment for engineering inspection fees from the original water and sewer project budget. This change does not increase the overall cost of the project as it only reallocates the money in the engineering contract. Alderman Summey made the motion to approve the amendment subject to USDA approval. Alderman Green seconded with a vote of 4-0 in favor.

Consideration of Revised Resolution to File Application with LGC – Mayor Baldwin explained to the Board that a revision is required to the resolution that was adopted in March of 2018 due to the increased price of the water and sewer project. The resolution will allow the Town to file an application with the LGC, as the USDA loan funds required have increased from \$380,000 to \$689,000. In order to continue with the project a revised resolution will need to be adopted. With no further discussion, Alderman Summey made the motion to approve the resolution. Alderman Reeves seconded with a vote of 4-0 in favor.

Discussion of Caboose Schedule – Alderman Green made the suggestion to open and close the caboose on the same schedule as the park and the public restrooms. Also, he made the suggestion to revisit the schedule for the winter months.

Police Report – Police Chief Jeff Rose gave the Police report for the month of May. There were 198 calls dispatched through the communications center, 11 auto collisions were investigated, 8 people were arrested on charges of larceny, assault and drug related crimes. 3 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 stated there was a total of 10.69 inches of rain for the month of May. Charles also stated the Town had one major water line break close to Forest Ridge on the 21st. A water boil advisory was given to the residents of the area that was lifted on the 23rd after clear water samples were obtained. Alderman Green recommended the alarms on the tanks be tested every 30 days to ensure they are functioning properly at all times. The Board thanked Charles for his report.

Maintenance Report – Absent

Town Managers Report – Brantley Price gave his report to the Board. Brantley updated the Board on the Doc's on Main Project. A three month extension has been given due to the project running behind schedule and they have until September to have 5 jobs in place. They are hoping for a July 1st opening. Construction has been completed on the Mountain Outfitter's Annex building. The closeout paper work and walk through will be completed this Friday. Grand opening date is scheduled for June 16th. Brantley then gave the Board an update on the 221 widening project. Sections A and B which are the first two section off of 421 are 75% complete. Competition date for these two section is set for July 2021. Section C is 34% complete and Section D at Highway 163/221 intersection is approximately 87% complete. NCDOT will be holding a meeting at Town Hall on Thursday, July 26th from 2pm to 8pm. The purpose of the meeting is to discuss the changes to Highway 221 and Beaver Creek School Road. Taxes collected to date total 98% of the levy. The TDA Pandora promotion is currently running and getting more people to our website. Brantley thanked Eric and the rest of the maintenance department for the job well done on the water line break that Charles previously discussed. Moe's Boots will be holding a sidewalk sale on Friday, June 8th and will be taking up 4 or 5 parking space as they have done in the past. The sign text amendments will be on the July agenda in order to meeting public notice requirements. The Town's annual picnic will be held on Friday, June 15th at the WJ Park. Brantley thanked Charles Call for his 15 years of service as he will be retiring at the end of June. The Board thanked Brantley for his report.

Public Comment – opened at 6:51 pm. David Eastburn and Chuck Hayes addressed the Board on behalf of the Stonebridge subdivision in requesting a rezoning of the fire districts.

Aldermen Comments – All the Alderman thanked Town Manager, Brantley Price on the job well done on the budget and wished Charles the best in his retirement.

Closed Session – The Mayor asked for a motion to enter into closed session per G.S. 143.318.11(a)(3) to consult with the attorney over attorney-client matters and would return to open session before adjourning. Alderman Green made the motion to go into closed session. The time was 7:09pm.

Regular Session Continued – The Board return from closed session at 8:50 pm. After some discussion over the future of the Town's Planning Board, Alderman Shoemaker made the motion to reconsider the vote on the Planning Board appointments. Motion not seconded; motion failed. Town Attorney David Paletta led a discussion on revising Article XII Subdivisions of the Zoning Regulations. Alderman Green made the motion keep the Subdivision Ordinance allowing the Town Attorney and Town Manager tweak the ordinance. Alderman Reeves seconded the motion with a vote of 4-0 in favor.

Adjournment – With no further items to be discussed or voted on, Alderman Reeves made the motion to adjourn the meeting, seconded by Alderman Greene. A vote of 4-0 in favor.

Dale Baldwin, Mayor

Rebecca L. Eldreth, Town Clerk

Attachments: Addendums A-B