

**Board of Aldermen  
Regular Meeting  
December 7, 2015  
6:00 p.m.  
Minutes**

**Present:** Mayor Dale Baldwin, Alderman Calvin Green, Alderman Tom Hartman, Alderman-elect Jerry McMillan, Alderman John Reeves, Alderman Stephen Shoemaker, Alderman Brett Summey, Town Manager Brantley Price, Town Clerk Wesley Barker, Finance Officer Heather Holdaway, WWTP Superintendent Charles Call, Police Chief Jeff Rose. 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. The Mayor then asked for a moment of silence. Those in attendance then stood for the Pledge of Allegiance.

**Approval of the December 7, 2015 Agenda-** With no changes, Alderman Reeves made the motion to approve the agenda as presented. Alderman Summey seconded with a vote of 5-0 in favor.

**Approval of Minutes- November 2, 2015 Regular Meeting-** With no comments, Alderman Summey made the motion to approve the minutes as written. Alderman Hartman seconded with a vote of 5-0 in favor.

**Comments by Outgoing Alderman Tom Hartman-** Alderman Hartman said he has served two terms as Alderman and thanked the citizens of the Town for their confidence to elect him as Alderman. He then said he feels there isn't a cleaner, finer Town than West Jefferson. He stated the Town has worked with many organizations over the years with no issues and feels everyone works together. He gave a special thanks to the town employees. He also thanked the Town Board, former Mayor Dale Hudler and current Mayor Dale Baldwin. He said he has enjoyed his time as Alderman.

**Appreciation to Alderman Hartman by Board-** The Aldermen each gave their comments to outgoing Alderman Hartman. Alderman Shoemaker said that Tom brought professionalism to the Board at a time when it was needed. Alderman Reeves said he had known Tom's family for years and will miss him on the Board as he did a great job as Alderman. Alderman Summey expressed his appreciation to Alderman Hartman and all he has done for the Town and stated he was a good friend. Alderman Green said he and Alderman Hartman hadn't always agreed on everything, but he has upmost respect for him and will miss him as Alderman. The Mayor said he would miss Alderman Hartman on the Board and thanked him for his service to the Town. The Mayor also said Tom was a very dedicated Board member, rarely missing any meetings and always had the best interest of the Town in mind. The Mayor then presented Alderman Hartman with a plaque on behalf of the Town in appreciation of his time as Alderman. A round of applause followed.

**Organizational Meeting- began at 6:10 p.m.** - Mayor Baldwin introduced Clerk of Superior Court Pam Barlow who would be performing the swearing in ceremony of the newly elected officials. Mrs. Barlow preceded to swear in Aldermen-elect Brett Summey, Alderman-elect Jerry McMillan and Mayor-elect Dale Baldwin.

**Comments by Newly Sworn Officials-** Each newly sworn official spoke to those in attendance expressing their appreciation to the citizens for electing them to their positions and looked forward to serving on the Board and working with their fellow Board members.

**Appointment of Mayor Pro tempore-** Mayor Baldwin stated Alderman Summey had served as Mayor Pro tempore for several years and recommended his re-appointment as Mayor Pro tempore for another term. With no discussion, Alderman Shoemaker made the motion to appoint Alderman Summey as Mayor pro tempore. Alderman Reeves seconded with a vote of 5-0 in favor.

***Regular Session continued at 6:28 p.m.***

**Fire Department ISO Inspection Update- Donnie Miller-** Fire Chief Donnie Miller spoke to the Board on the recent Fire Department ISO inspection. Donnie said the inspection went well and the fire ranking improved by dropping from a class 6 to a class 5. Donnie said this is an improvement over the last inspection and would give the Town a better insurance classification. Further, Donnie said the Department almost received a perfect score in the inspection with an exception to the fire hydrants not being marked with the flow rate. Donnie informed the Board it was up to them on whether or not the fire hydrants are painted hi-vis colors to determine their flow.

**Recognition of West Jefferson Volunteer Fire Department-** The Board gave their appreciation to Chief Donnie Miller and the entire Fire Department for their work in preparing for the recent fire inspection. Alderman Green said Donnie is very dedicated to the department and thanked him for his work on this inspection as he went above and beyond the call of duty. The Mayor then read a letter signed by the Board of Aldermen in appreciation to Donnie and his department for the recent fire inspection work. Donnie then spoke to the Board on the need for a new tanker fire truck. Donnie said he had been checking on prices of different trucks and an estimated cost of a new tanker truck would be around \$300,000. Alderman Shoemaker feels the Fire Department knows exactly what they need but it would be well worth the cost for the safety of the Town. Alderman Green said the Fire Department had their own budget and the Fire Department by-laws state they would need Board of Alderman approval for the Fire Department to spend over \$20,000. Donnie said he would get final quotes and come back before the Board next month for final approval before purchasing a new truck. Alderman Green made the motion to allow the Fire Department to pursue the purchase of a new fire truck, to authorize them to spend over \$20,000 for this cost, and to come back before the Aldermen for final approval. Alderman Shoemaker seconded with a vote of 5-0 in favor.

**ABC Board Report- Haskell McGuire-** ABC Board Chairman Haskell McGuire gave a report to the Board. Haskell said at the end of November, sales and profits were up significantly compared to the same period last fiscal year. A special distribution of \$28,000 was made to the Town due to discrepancies found between the ABC Board audit and the Town audit for Fiscal Year 2014-15. This distribution would adjust the inconsistencies found between the audits. Haskell also discussed the pending resolution before the NC GOP proposing another study on the issue of privatization of liquor sales in NC. Haskell said more information would be forthcoming but it was recommended that local ABC Boards meet with and advise their local authorities of this issue, their legislators and other representatives. Haskell said he would update the Board once more information was released.

**Discussion of Heritage Iron Club Car Shows for 2016-** Tony Lyall- Tony Lyall of the Heritage Iron Club spoke to the Board asking for early approval for car shows to be held in West Jefferson for 2016. Tony said they would like to begin advertising for these car shows. The Iron Club is requesting to close and use the Backstreet from The Log House (former Smithey's) to the WJ Coffee House on the third Saturday evenings of the months of June, July and August, 2016. The car shows would be from 3-9 pm. The Iron Club would like to possibly use the Backstreet Park for music activities during these car shows. Tony said he hoped each car show would grow each month. The Board suggested that the Iron Club only use the

Backstreet from the Hotel Tavern to the WJ Coffee House and keep Main Street open. Alderman Reeves said he felt having the car shows in West Jefferson would help bring people in to town and benefit the businesses downtown. Tony said the Iron Club did not make any money in these car shows and gives all its monies back to local organizations and individuals in need. After some other discussion, Alderman Reeves made the motion to allow the Iron Club to use the Backstreet for the car shows on the proposed dates but to come back to the next meeting for final approval pending there are no issues with the surrounding businesses on these dates. Alderman Shoemaker seconded this motion with a vote of 5-0 in favor. It was further discussed that the streets would need to be blocked off by 2pm on the days of each car show in order to get vehicles in and out. Alderman Green recommended Brantley go talk to the Log House restaurant and Hotel Tavern to make sure it would be ok to close the Backstreet for these car shows during these dates and times and to report back to the Board next month for final approval.

**Consideration of Amendments to Town Zoning Ordinance:** Alderman Reeves discussed this item as he is the Chairman of the Planning Board. He said the Planning Board met recently to discuss subdivision real estate for sale signs and to review a portion of the Zoning Ordinance that had been incorrectly typed. The Planning Board made the recommendations to add a definition for “Subdivision Real Estate For Sale Signs” under types of signs, Section 1103, part (b), subpart (28). This definition reads “a sign that advertises for sale lots within a residential subdivision.” The Planning Board also recommended to add limitations for erecting a For Sale sign by a developer of a residential subdivision to Section 1106, part (L). This recommended addition is as follows:

*(l) Subdivision Real Estate For Sale Signs. The developer of a residential subdivision may have one For Sale sign, subject to the following limitations:*

- (1) only the developer of the subdivision may erect a subdivision For Sale sign.*
- (2) the size of the sign shall not exceed 30 square feet.*
- (3) the sign shall comply with all other applicable provisions of this Article.*
- (4) the sign shall be taken down within thirty (30) days after the developer has sold all of the lots in the subdivision.*
- (5) if the subdivision is a satellite annexation, it may also have one off site sign pursuant to Section 1106 (d) (1).*

The Planning Board also recommended an amendment to Section 1103- definitions, part (a), subpart (1), to correct a typed text error. This is a formatting error and the Planning Board recommended this correction to the Aldermen in order to correct the erroneously labeled section.

**a. Add Section 1103, part (b), subpart (28): Subdivision Real Estate For Sale Sign-** With no discussion, Alderman Summey made the motion to approve the proposed addition. Alderman Shoemaker seconded with a vote of 5-0 in favor.

**b. Add Section 1106, part (l): Subdivision Real Estate For Sale Signs-** With no discussion, Alderman Shoemaker made the motion to approve the proposed addition. Alderman Reeves seconded with a vote of 5-0 in favor.

**c. Correction to Section 1103, part (a) that was typed incorrectly-** With no discussion, Alderman Shoemaker made the motion to approve the corrected formatting to Section 1103, part (a). Alderman Reeves seconded with a vote of 5-0 in favor.

**Adoption of statement that shows consistency/no consistency with the Town’s Land Use Plan-** With no discussion, Alderman Reeves made the motion to approve the statement that shows consistency with the Town’s 2008 Land Use Plan for the Zoning Ordinance text amendments. Alderman Summey seconded with a vote of 5-0 in favor.

**Consideration of Approval for Mayor and Town Manager to sign documents and forms for USDA loan and application process (well/dewatering system/O'Reilly and Hometown Furniture water & sewer line extension)** - Brantley explained to the Board that USDA needed their approval to allow himself and the Mayor to sign appropriate paperwork for the USDA loan application process for the above stated projects. With no discussion, Alderman Summey made the motion to approve the Mayor and Manager to sign appropriate paperwork for the USDA loan application. Alderman Shoemaker seconded with a vote of 5-0 in favor.

**Police Report**- Chief Rose gave the police report for the month of November. During the month, 215 calls were dispatched through the communications center, 25 auto collisions were investigated, and 10 people were arrested which include charges of: DWI, Larceny, Assault and Drug related crimes. Also, 1 persons were arrested/charged for drug violations. The chief said the subject for breaking and entering Baldwin's Pawn Shop had been arrested and charged. Also, the new police car would soon be striped. The Board thanked Chief for his report.

**Water/Wastewater Report**- Charles said during the previous month, 7.5 inches of rain had been recorded. Currently, the filter plant is back up and running and the Town is still waiting to hear from the State on new regulations for the filter plant. 3 wells are currently off as the filter plant is on. No major issues were currently reported with the WWTP. Alderman Green commended Charles for the improvement at the well sites and their maintenance as they always looked good. The Board thanked Charles for his report.

**Maintenance Report**- No report.

**Town Managers Report**- Brantley Price reported that the well site/belt press project application to USDA would be submitted this week. Brantley said there had been issues getting the cost down to \$250,000 for the streetscape project at Jefferson Avenue and Second Street. Contractor costs have went up and as a result, variations of the streetscape design were being discussed to keep cost down before going back out to bid at the end of this month. The request for proposal for the public restrooms had been sent to contractors last week and bids were due January 15<sup>th</sup>, 2016. A completion date of June 2016 is the time frame. Taxes collected to date were \$733,403 or 73.2% of the levy. Brantley then read a letter to the Board from the tennis club thanking the Town for the improvements to the tennis courts at the park and commending the beauty and cleanliness of the Town Park. Brantley also thanked Sexton Tree Farms for donating the Christmas tree at Town Hall and wreaths for the Backstreet Park. Brantley said the 2015 Holiday parade was a success and thanked all who participated and helped. The Board thanked Brantley for his report.

**Public Comment**- The Mayor opened public comment at 7:26 p.m. No public comment.

**Alderman Comments**- The Aldermen each wished everyone a Merry Christmas and thanked them for attending the meeting. Alderman McMillan thanked the citizens for the opportunity to serve as Alderman again. With nothing further, Alderman Shoemaker made the motion to adjourn the meeting, seconded by Alderman Summey. The vote of 5-0 in favor.

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Dale Baldwin, Mayor

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Wesley M. Barker, Town Clerk