

**Town of West Jefferson - Board of Aldermen**  
**Regular Meeting Minutes**  
**February 6, 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, 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 February 6, 2017 Agenda-** With no changes, Alderman McMillan made the motion to approve the agenda as presented. Alderman Shoemaker seconded with a unanimous vote in favor.

**Public Hearing- Proposed Voluntary Annexations: (to receive Town utility service)**

The Mayor stated there would first be a public hearing concerning several parcels that have petitioned to be voluntarily annexed into the city limits in order to receive water and sewer service. Three of these parcels are located on Wade E. Vannoy Drive. Currently, the water and sewer lines stop at Mike's Mufflers on Highway 221 Business. The Town has received an ARC/USDA grant to help fund a project to extend the utility lines to the O'Reilly and Hometown Furniture buildings. Once the three homes behind these buildings learned of the project, the project was extended to allow these properties to also connect to the Town services, pending voluntary annexation. The other parcel requesting to be voluntary annexed in order to receive water and sewer services is a property located behind Boone Family Funeral Home which will be the future new home of Mt. Jefferson Child Development Center. The Mayor then opened public comment at 6:03 pm for anyone wishing to speak on each of these parcels:

- a. Parcel #: 19223-192-004 (182 Wade Vannoy Dr. - McGuire Property)** - No comment
- b. Parcel #: 19223-192-005 (200 Wade Vannoy Dr. - Carpenter Property)** - No comment
- c. Parcel #: 19223-192-006 (228 Wade Vannoy Dr. - WJ Methodist Church Parsonage)** - No comment
- d. Parcel #: 19267-444 (Future Mt. Jefferson Child Development Center Facility)** - Donna Hines, property owner bordering the proposed child care facility location, spoke to the Board. Mrs. Hines asked if the voluntary annexation was contingent to the child care facility being built and asked if this will affect their property. Town Maintenance Supervisor Eric Miller stated the water and sewer lines will not affect Mrs. Hines property based on the location of the current water and sewer lines. Further, the Mayor explained to Mrs. Hines that this property was requesting to be voluntarily annexed into the city limits in order for the day care facility to receive water and sewer service from the Town, which also complies with the Town Code of Ordinances. No other public comment was made on this item.

The Mayor then closed Public Comment at 6:13 p.m.

**Approval of Minutes- January 9, 2017 Regular Meeting-** With no comments, Alderman Shoemaker made the motion to approve the minutes as written. Alderman Reeves seconded with a vote of 5-0 in favor.

**Consideration of 2017 Heritage Iron Club Summer Car Shows-** Eddie Black, Vice President of the Heritage Iron Club, spoke to the Board on the proposed car shows for 2017. Mr. Black stated he had met with the club after last month's meeting to determine other locations for the car shows. The car club has proposed to the Board to have 2 car shows on the third Saturday in June (17<sup>th</sup>) & August (19<sup>th</sup>) at the same proposed location, E. Main Street and N. Third Ave., and time, 10am-4pm, omitting the July car show. Tony Lyall, Car Club member, spoke to the Board stating the odds of more than one car show happening is very slim due to rain chances as none will be held if the weather is bad. Tony said this is why the club proposed to have 2 dates in case of rain as they would hopefully be guaranteed at least one date that is good weather. Alderman Shoemaker stated he feels the car show is an asset to Town as it is good to have a variety of events in Town and is fun for all. He said there will always be opposition with events in Town and with some merchants, but overall it is a good event and would go along with the 2 proposed dates. Alderman Reeves stated these car shows bring a lot of people into Town and would go along with the 2 dates. Alderman Summey asked about the Cheese Plant and tour buses that sometimes visit there. Brantley said the Cheese Plant did state the car shows hurt their sales in the past. Alderman McMillan asked why the club couldn't hold these shows in the Town parking lots across from the Arts Council or Reeves Law Firm. Tony said at these locations, no restrooms are nearby or shade. Also, the number of spaces in these parking areas would cause the cars to be crammed together and there is more room along the Main Street stretch. Alderman Green said he cannot go along with the car shows stating he had received 3 letters from merchants along this strip of road against the shows. He stated the Cheese Plant pays a lot of taxes and he cannot see the street being shut down multiple times with businesses trying to make a living. Alderman Shoemaker then made the motion to approve the Heritage Iron Club to hold 2 car shows on the third Saturday of June and August from 10am-4pm along E. Main Street and N. Third Ave. Alderman Reeves seconded this motion. The vote of 3-2 in favor. Aldermen McMillan and Green opposing.

**Consideration of 2017 Christmas in July Festival Road Closures & Footprint- John Smyre-** John Smyre, Christmas in July Festival Board member, spoke to the Board requesting street closures for the 31<sup>st</sup> annual Christmas in July Festival which will be held on Friday, June 30<sup>th</sup> and Saturday, July 1<sup>st</sup>. John stated the festival footprint is the same as it has been in year's past, with the exception of an earlier closing of W. Main Street at midnight on Friday, June 30<sup>th</sup>, instead of noon, to allow for easier setup of the main stage area and for music to begin at 3pm Friday. The festival will feature live music, beginning at 3pm on Friday, June 30<sup>th</sup>. Food vendors, a civil war reenactment, an opening ceremony and more music from 5-10pm. The full festival will be held on Saturday, July 1<sup>st</sup> from 9am-7pm featuring over 100 arts and craft vendors, nonprofits, food vendors, live music, farmers market, tree grower's events, street performers, a community stage showcasing local talent, children's activities and more. The proposed road closures are as follows:

**Thursday, June 29:**

**Midnight:** Backstreet between Ashe Street and Main Street  
Main Street between Jefferson Avenue and Backstreet

**Friday, June 30:**

**Midnight:** Entire footprint of the festival is closed.

- Main Street from Jefferson Avenue to Church Street
- Backstreet from Ashe Street to Second Avenue
- State Street at Jefferson Avenue
- College Street from Main Street to First Avenue

**Saturday, July 1:** All streets in the festival footprint remain closed to vehicle traffic except for controlled load in and load out and Emergency Vehicles.

Alderman McMillan made the motion to approve the footprint and road closures for Christmas in July. Alderman Shoemaker seconded with a vote of 5-0 in favor. The Board thanked John and the festival committee for their continued work with the event each year.

**Consideration of 2017 WJ Antiques Fair Road Closures & Footprint-** Keith Woodie of the Antiques Fair spoke to the Board concerning the 2017 event. Keith said the fair will be held Friday, September 15 from 1-8pm and Saturday, September 16 from 8am-5pm in Downtown West Jefferson. Further, Keith stated the footprint of the fair would be the same as in the past which includes North and South Jefferson Avenue from Ashe Street to E. Second Street, with Main Street remaining open. The footprint of the fair would be closed at 4:00 am on Friday, September 15 and remain closed until Saturday, September 16 until 7:00 pm. The fair will feature various vendors of antiques, collectibles and primitives. There will also be a few food vendors and live music. With no discussion, Alderman Reeves made the motion to approve the Antiques Fair road closures and footprint. Alderman McMillan seconded with a vote of 5-0 in favor.

**Proposed Voluntary Annexations: (to receive Town utility service)** - The Mayor stated the Board could now vote on each of the proposed voluntary annexations who are wishing to receive Town utility services. These properties wishing to annex will add approximately \$1,624,570 to the Town tax base and will add approximately \$6,823 to the tax revenue. The Mayor then called for the vote on each parcel:

**a. Parcel #: 19223-192-004 (182 Wade Vannoy Dr. - McGuire Property)** - Alderman McMillan made the motion to approve the voluntary annexation. Alderman Green seconded with a vote of 5-0 in favor.

**b. Parcel #: 19223-192-005 (200 Wade Vannoy Dr. - Carpenter Property)** - Alderman Reeves made the motion to approve the voluntary annexation. Alderman Shoemaker seconded with a vote of 5-0 in favor.

**c. Parcel #: 19223-192-006 (228 Wade Vannoy Dr. - WJ Methodist Church Parsonage)** - Alderman Shoemaker made the motion to approve the voluntary annexation. Alderman Green seconded with a vote of 5-0 in favor.

**d. Parcel #: 19267-444 (Future Mt. Jefferson Child Development Center Facility)** - Alderman Shoemaker made the motion to approve the voluntary annexation. Alderman Reeves seconded with a vote of 5-0 in favor.

**Consideration of Statement that Shows Consistency with the 2008 Land Use Plan-** The Mayor said the Board would now need to adopt the statements that show consistency with the 2008 Land Use Plan for the voluntary annexations. With no discussion, Alderman Reeves made the motion to approve the statements that the four (4) proposed voluntary annexations are consistent with the 2008 Land Use Plan. Alderman McMillan seconded with a vote of 5-0 in favor.

**Financial Update-** Town Manager Brantley Price gave the Board an update on the mid-year financials for the FY 2016-17 Budget. Brantley compared the budget to actual figures and stated all departments were in line with the budget at this time with no major issues to report.

**Water Loss Reduction Report-** Brantley Price gave the Board a report on the Town's water loss reduction efforts. Brantley said with the help of Rural Water in finding and correcting leaks over the past few years, the Town has cut their water loss percentage from 42% to 18%. The Town now is pumping 18% less water from our wells than in 2013, mostly due to finding and fixing water leaks in a timely

matter. The Town still has a financial loss of around \$57,000 in water costs, but that is significantly down from an estimated \$182,000 water cost loss in 2013.

**Consideration of HCCOG Contract for CDBG Amendment-** Brantley Price explained to the Board that this amendment is with the CDBG contract for the High Country Council of Governments to replace state regulations with federal regulations when the CDBG funds were moved to the Department of Environmental Quality. Town Attorney David Paletta has reviewed and saw no issues. The Board just needs to approve the amendment to the contract if they desire. Alderman Shoemaker made the motion to approve the HCCOG contract for the CDBG Amendment, seconded by Alderman Summey. The vote of 5-0 in favor.

**Consideration of CDBG Engineering Contract Amendment-** Brantley Price said this amendment to the CDBG engineering contract will correct the provisions that are required to be included by CDBG for both the water and sewer project. The Town Attorney has reviewed and saw no issues. The Board just needs to approve this amendment to the contract if they desire. With no discussion, Alderman Shoemaker made the motion to approve the CDBG engineering contract amendment, seconded by Alderman Reeves. The vote of 5-0 in favor.

**Police Report-** absent.

**Water/Wastewater & Maintenance Report-** WWTP Superintendent Charles Call reported to the Board updating the Board of the filter plant status and the recent inspections by the State. The department had been hauling off sludge and a few repairs had been made at the plant. Charles said there had been no major issues. The Board thanked Charles for his report.

**Maintenance Report-** Maintenance Supervisor Eric Miller gave an update on the Maintenance Department. Eric said there were a total of 43 one calls for January, mostly dealing with the Highway 221 project. 2 water leaks had been found and repaired along with a few sewer issues. The curb stoppers along the Backstreet parking spaces had been removed and the white stripes would soon be shortened to allow cars to pull forward and keep the road wider for passing traffic. The Board thanked Eric for his report.

**Town Managers Report-** Brantley Price gave his report to the Board. Brantley said the WWTP belt press project should go out to bid in March 2017. Taxes collected to date are \$1,092,284, or 95.9% of the levy. Brantley also spoke to the Board about the Lions Club flags that are installed along Jefferson Ave. during patriotic holidays. The holes that would need to be re-drilled as a result of the new sidewalks, would cost around \$20/hole. The Audit for FY 2015-16 is complete and Priscilla Norris will give a report in March. The Board thanked Brantley for his report.

**Public Comment-** opened at 7:15 pm. No comments.

**Aldermen Comments-** Alderman Green stated the trash cans have arrived and ready to be installed. Alderman Green also mentioned trimming the trees at the bumpouts and fertilizing the shrubbery.

**Closed Session** per G.S. 143.318.11(a) (3) to consult with the Town Attorney over attorney-client matters. The Mayor stated the Board would be entering into closed session per G.S. 143.318.11(a) (3). The Board would return to open session following closed session and any items in need of a vote would be addressed. Alderman Summey made the motion to enter into closed session, seconded by Alderman Reeves. The vote of 5-0 in favor. The time was 7:20 pm.

**Adjournment-** The Board returned to open session at 8:05 pm. With no further items to be discussed, Alderman Shoemaker made the motion to adjourn the meeting, seconded by Alderman Reeves. A unanimous vote in favor.

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Dale Baldwin, Mayor

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Wesley M. Barker, Town Clerk