

**Town of West Jefferson - Board of Aldermen**  
**Regular Meeting Minutes**  
**October 2, 2017 | 6:00 p.m.**

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

**Town Staff Present:** Town Manager Brantley Price, Town Clerk Rebecca Eldreth, Police Chief Jeff Rose, and Wastewater 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 October, 2017 Agenda-** With no changes, Alderman Summey made the motion to approve the agenda as presented. Alderman McMillan seconded with a vote of 3-0 in favor.

**Public Hearing**

**Town of West Jefferson CDBG Infrastructure Grant #13-I-2625 & 13-I-2626 Closeout Public Hearing**

**August 7, 2017** - The Mayor opened public comment at 6:01 pm to discuss the close out CDBG Infrastructure Grant to replace sewer and water lines on Burkett Ave and Graybeal Ave. Town Manager Brantley Price addressed the Board with a review of the project. Brantley stated the purpose of this public hearing is to give the opportunity for citizen input concerning the closeout of the West Jefferson CDBG Infrastructure Grant for water and sewer. The grant provided funds to replace the sewer line on a portion of Burkett Ave waterlines on portions of Graybeal Ave and Burkett Ave. The Town received a total of \$504,453 in CDBG funds from the NC Department of Environmental Quality to aid in the replacement of a water line on Burkett Ave from the intersection with Dyke Street to the end of the road and on Graybeal Ave from East Buck Mountain Road to the end of the street. This project consisted of installing 1,470 linear feet of 6-inch water lines that serves 11 households. The grant actually replaced 1,484 linear feet of 40 year old water line (includes service lines) on portion of Burkett and Graybeal Ave. The project consisted of 11 households with a total of 18 occupants. After the waterlines were replaced one of the occupants said that was the best shower in 20 years. Further, the Town also received \$157,025 in CDBG funds to aid in the replacement of a sewer line on Burkett Ave. This project consisted of installing 430 linear feet of 8-inch sewer line that serves 5 households. The CDBG funding must assist areas that must have at least 51% low and moderate income or less than 80% of the Ashe County Median income (\$31,200 for a 2 person household). Of the homes assisted with the waterline replacement 10 of the 11 homes with the waterline replacement were low and moderate income and those with the sewer line replacement, 100% were low and moderate income. The project actually replaced 398 linear feet of terracotta sewer line on Burkett Ave. Brantley stated the project is complete and came in under budget. The waterline rehabilitation project #13-I-2625 received \$504,543 in CDBG-I funding and the following was expended during the program: \$267,715.47 for construction, \$80,255.00 for engineering (including design and construction oversight), \$40,745.48 for administration, environment review and the engineering report for a total of \$388,615.95. The sewer rehabilitation project #13-I-2626 received \$157,025 in CDBG-I funding and the following was expended during the program: \$92,522.53 for construction, \$28,381.50 for engineering (including design and construction oversight), \$12,577.52 for administration, environmental review and the engineering report for a total of \$133,481.55. A total of \$115,837.05 in grant funds for the waterline replacement were unexpended

and a total of \$23,543.45 in grant funds for the sewer line replacement were unexpended. These unexpended funds will be returned to the NC Department of Environmental Quality to be used for other CDBG funding programs. With no comment, the Mayor closed public comment at 6:06 pm.

### **Regular Session**

**Approval of Minutes- September 11, 2017 Regular Meeting** - With no changes, Alderman Reeves made the motion to approve the minutes as presented. Alderman Summey seconded with a vote of 3-0 in favor.

**Consideration of Rotary Club to set-up at Holiday Parade** – Josh Roten spoke to the Board on the proposed set up for the holiday parade. Josh thanked the Board for allowing him to speak on behalf of the Rotary Club. Josh stated there was a discussion at the last regular Rotary Club meeting about ideas for using the concession stand trailer previously used to sell concessions at the Fiddler’s Convention. There was an idea to set up the trailer for the Holiday Parade. Josh asked the Board’s permission to setup the trailer for one day on the Saturday of the Holiday Parade. Josh stated the trailer would be setup out of the way of the events on Jefferson Avenue to sell hot chocolate, coffee, and boxed popcorn. In addition, they would like to sell Christmas wreaths to the visitors that have come to town for the parade. All sells for the day would go to the scholarship fund. Last year the Rotary club gave out 4-5 scholarships ranging from \$500 to \$1,000 for high school graduating seniors at the high school. Alderman McMillian spoke in favor of the Rotary Club stating the scholarship program is a win-win for everyone. Alderman McMillan made the motion to approve setup of the Rotary Club trailer on the day of the Holiday Parade. Alderman Reeves seconded with a 3-0 vote in favor. Josh thanked the Board again for approval and stated that the approval will help the scholarship fund in giving out over \$500,000 in scholarships to the local high school seniors. The Board recommended that Josh place the trailer the night before the event and Josh agreed.

**Consideration of Budget Amendment #1** – Mayor Baldwin explained this budget amendment was to recognize the revenue and expense for the construction of additional sidewalks, planters, and seating areas as a result from receiving funds from NC Department of Commerce. Revenue \$50,000 Downtown Revitalization and \$5,000 Fund Balance. With no discussion, Alderman Summey made the motion to approve budget amendment #1. Alderman Reeves seconded with a vote of 3-0 in favor.

**Consideration of Tax Releases-** The Mayor stated the following tax bills are proposed to be released and the Board would vote on each item separately:

- a) **NMHG Financial Service** - billed incorrectly by County- \$459.14- Alderman McMillan made the motion to release this tax bill. Alderman Summey seconded with a vote of 3-0 in favor.
- b) **GE Capital Info Solutions** - billed incorrectly by County- \$67.42 and \$9.83- Alderman Reeves made the motion to release these two tax bills. Alderman McMillan seconded with a vote of 3-0 in favor.

**Police Report-** Police Chief Jeff Rose gave the police report for September. There were 230 calls dispatched through the communications center, 16 auto collisions were investigated, 11 people were arrested with DWI, larceny, assault and drug related crimes. 6 persons were arrested/charged for drug violations. The Board thanked Chief for his report.

**Water/Wastewater & Maintenance Report-** WWTP Superintendent Charles Call gave an update on the WWTP. Charles said all the controls for the implement pump station had to be replaced after water had shorted out the system but everything is back up and running. The team hauled about 104,000 gallons of sludge to the fields. The filter plant is up running one filter and getting 20,000 gallons. The water

level has been staying up with 3.93 inches in the month of September. The Board thanked Charles for his report.

**Town Managers Report**- Brantley Price gave his report to the Board. First, Brantley Price introduced the new Town Clerk and HR Officer, Rebecca Eldreth, who has an official start date of October 9<sup>th</sup>. The engineer for the new well site, belt press, and water and sewer extension has resubmitted the updates from the original submission and are now waiting on a response from USDA for approval on bidding in the next couple of weeks. Brantley Price and Adam Stump have been working on a proposed project with the DOT for the intersection at McDonalds and Ingles. Option 1 - Super Street design which would be only a right in and right turn out with a turnaround between Speaks Road and Vista Drive. Option 2 – Is a 2 lane roundabout at the intersection. Both options will have drawings of the proposed plans in mid-2018. Then there will be public hearings followed by approval from the board. DOT is also looking into modernizing Highway 88 from West Jefferson to Warrensville by widening the road with 4’-6’ shoulders for bikes with a possible roundabout at the intersection of Highway 88 and 194. Designs for the proposed plan will be made and opened for public input. Taxes collected are \$884,875 to date which is a little over 72% of the levy. There was an increase in people taking advantage of the discount with almost a 50% increase from the prior year. The charging station has been used 17 times since it has been installed. All the sidewalks, curb extensions, and paving is complete. One waterline had to be replaced running across the street from the Cheese Plant. Brantley stated the Lions Club was pleased with the new flag holders in the sidewalks and all holders have been replaced as the new sidewalks were completed. Several projects completed over the past couple years including the project on 2<sup>nd</sup> Street, new sidewalks on the back street, Main Street, the new parking lot, and the restroom totaled \$1,071,000 but \$550,000 came from grants funds. Brantley said he received an email that the town was awarded a storm water mapping grant through the division of environmental quality. The HCCOG will be mapping all the storm water inlets which will provide information that can lead to more grants in the future. Brantley asked the board if they have any questions. Alderman Summey requested the Christmas lights be on as early as possible to stimulate business and help the merchants. Alderman McMillan suggested there be a lighting competition between the businesses to increase participation. Brantley stated the lights usually go up around the 1<sup>st</sup> of November in order to be up for the Christmas parade. Alderman Summey suggested they go up even earlier. Brantley read a letter out loud from Mayor Baldwin. The letter was for the building reuse project closeout on the \$500,000 for the General Electric project. The Board thanked Brantley for his report.

**Aldermen Comments** - Alderman McMillan welcomed Rebeca the new Town Clerk.

Alderman Summey stated they were glad to have her as well.

**Adjournment**- Alderman Reeves made the motion to adjourn the meeting, seconded by Alderman Summey. A vote of 3-0 in favor.

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Dale Baldwin, Mayor

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Rebecca Eldreth, Town Clerk