

Town of West Jefferson - Board of Aldermen
Regular Meeting Minutes
March 7, 2016 | 6:00 p.m.

Present: Mayor Dale Baldwin, Alderman Calvin Green, Alderman Jerry McMillan, Alderman John Reeves, Alderman Stephen Shoemaker, Alderman Brett Summey, Town Manager Brantley Price, Town Clerk Wesley Barker, Finance Officer Heather Holdaway, Maintenance Supervisor Eric Miller, 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. Alderman Reeves then said the invocation and those in attendance stood for the Pledge of Allegiance.

Approval of the March 7, 2016 Agenda- Alderman Shoemaker made the motion to approve the agenda. Alderman McMillan seconded the motion with a vote of 5-0 in favor.

Public Hearing- Rezoning of Parcel #19227-089 from Highway Commercial (H-C) to Residential (R-7)-

The Mayor stated the Glenn Miller family, who currently owns this parcel beside Ingles along Beaver Creek School Road, has expressed interested in rezoning this parcel to allow for a multi-family complex to be developed. The Mayor then opened the public hearing at 6:04 p.m. Tom Ulrich of Caliber Builders came forward and spoke to the Board. Mr. Ulrich briefed the Board, and those in attendance, on the proposed project with this property which would be to construct a 56-unit multi-family complex. Mr. Ulrich stated these dwellings would include 6 fully handicapped units on the lower level and would be for workforce housing. It was confirmed that these units would not be low-income based. Mr. Ulrich's company, Caliber Builders, builds and maintains each of the housing properties they own and will continue to maintain them for 30 years after construction. The company would grade to the contours of the land for these dwellings with two phases of construction- first would be the complex closest to Beaver Creek School Road and, later, another small complex above the first building. This parcel contains approximately 10 acres of land. The entrance into this complex would be from Beaver Creek School Road below Ingles. Construction would not begin until at least a year from now stated Mr. Ulrich.

A spokesman for abutting property owner, James Swiggett, asked Mr. Ulrich about the second phase of construction and the height of the building. Mr. Ulrich stated the second building that would be constructed would be an elderly complex only and would be no more than 3 stories high.

With no other comments, the public hearing was closed at 6:10 p.m.

Approval of Minutes- February 1, 2016 Regular Meeting- With no comments, Alderman Reeves made the motion to approve the minutes as written. Alderman Summey seconded with a vote of 5-0 in favor.

Consideration of Conflict of Interest Policy- The Mayor stated this policy would need to be approved by the Board in order to be in compliance with the USDA loan the Town has received for the new well site, dewatering facility and water/sewer extensions to the O'Reilly/Hometown Furniture/Wade Vannoy Rd. locations. With no comments, Alderman Shoemaker made the motion to approve the policy, seconded by Alderman Reeves. The vote of 5-0 in favor.

Consideration of 2016 Antiques Fair Road Closures- Keith Woodie came forward and spoke to the Board on the 2016 West Jefferson Antiques Fair. Keith said this is the 5th year of the Fair and it would be held Friday, September 16th and Saturday, September 17th. The footprint of the fair would be the same as last year, stretching Jefferson Ave. from Ashe St. to Second St. with road closures beginning at 4:00

a.m. on Friday, September 16th and ending Saturday, September 17th at 7:00 p.m. With no discussion, Alderman Reeves made the motion to approve the Antiques Fair & the road closures as presented. Alderman Summey seconded with a vote of 5-0 in favor.

ABC Board Report- Haskell McGuire gave the ABC Board report for the 2nd Fiscal Quarter (October-December 2015). Total sales for the quarter were \$469,410, a 3.6% increase from this quarter last year. A check for \$12,000 was delivered to the Town for the quarter. Haskell also said they planned to have at least 2 Responsible Alcohol Seller Program (RASP) training sessions for alcohol sales and servers in Ashe County this year. Boondocks and the Hotel Tavern have agreed to host these training sessions and the ABC Commission provides the trainer. Haskell recognized Mary Howell in the audience who is continuing the alcohol abuse training in county schools throughout the state and will be attending both of the ABC Annual Conferences this year. The Board thanked Mary for her work and Haskell for his report.

Consideration of ABC Board Appointment- The Mayor stated Haskell McGuire's term on the ABC Board will be expiring in April 2016 and the Board may reappoint him to another 3 year term if they desired. Alderman Reeves made the motion to appoint Haskell to another 3 year term. Alderman Summey seconded with a vote of 5-0 in favor.

Consideration of Resolution for ABC Board Member Terms- Mayor Baldwin stated he put this item on the agenda as other Board's have term limits and he felt this should be discussed for the ABC Board members. The Mayor suggested that ABC Board member terms should be limited to a maximum of three, three-year terms for a total of nine (9) years. The Mayor felt since the Board of Aldermen were the appointing authority, they appoint Board members and have the discretion on re-appointing a member or not. Haskell stated the ABC Board did not have by-laws because they follow the NC State Statutes as it is regulated by the State. After some discussion, the Board was in consensus to not take any action at this time on ABC Board member terms.

Consideration of TDA Appointment- Josh Williams term on the TDA Board ended January 2016 and Josh is willing to serve another two (2) year term if the Board desires. Josh is also the current Chairman and if he is reappointed, the Board would also need to reappoint him as Chairman. This would be Josh's last term as the current TDA by-laws limit Board members to serve three two-year terms consecutively. With no discussion, Alderman McMillan made the motion to appoint Josh Williams to the TDA Board for another two year term and to appoint him as Chairman. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Consideration of 2016 Farmers Market Lease- John Smyre spoke to the Board stating he is retiring as the Farmers Market manager and Lori Goodman has been hired as the new market manager. John then introduced Suzanne Joyner who is the President of the Farmers Market this year. Suzanne thanked the Town for their support of the market over the years as well as the upgrades to the market. Suzanne also thanked the Town for allowing the market to lease the facility each year. Suzanne went on to say 2015 was a good year for the market with an average of 30,000 visitors coming through the market. The Farmers Market offers the WIC program and takes part in events with the Ashe County Arts Council and various festivals held in town. The installation of the ATM machine at the market was a success with market patrons as well as the newly added Wi-Fi used by vendors. The 2016 season will open on Saturday, April 16 and Suzanne asked the Board for their consideration to renew the market lease for another year. With no discussion, Alderman Shoemaker made the motion to approve the Farmers Market lease for another year at a fee of \$1. Alderman Reeves seconded with a vote of 5-0 in favor. The Board thanked Suzanne and then thanked John for his work as market manager over the years.

Consideration of Heritage Iron Club Car Shows- Eddie Black, Vice-President of the Heritage Iron Club and Mary Howell, Iron Club member, came forward and spoke to the Board. Mary read the mission statement of the Iron Club stating they are a non-profit organization. Mary explained the annual membership drive for the club was held during the annual car show at Ashe Co. High School and sponsorships were a big part of their collections. The club has approximately 50 members. The club uses these proceeds to sponsor families, events, those in need and other charitable organizations. The club is requesting to have three (3) cruise-ins in downtown West Jefferson on the third Saturdays of June, July & August. The proposed location of these car shows would be E. Main St. from Town Hall down to Badgers. The club feels having this in downtown would encourage people to shop and eat downtown. Mary stated she had spoken to businesses that would be affected by this road closure and no opposition had been encountered by these businesses. Alderman Green asked why the club couldn't have it in a parking lot somewhere instead of the proposed location. Mary stated the club feels having it in downtown shows the authenticity of an old town background. Eddie said people can walk the town after viewing the cars and eat and shop, thus helping the businesses. Mary stated the times for the proposed car shows could be from 1-4 pm or 2-5 pm. Alderman Shoemaker stated he feels it is good to come downtown with your cars and show them off. Further, Alderman Shoemaker said with all the beautification the town has done, why not bring them into downtown, especially with the short time of the road closures. Alderman Shoemaker then made the motion to approve the Heritage Iron Club car shows and the proposed road closure of E. Main St. for the following dates: June 18, July 16 and August 20 from 1-4 pm. Alderman Reeves seconded the motion. Alderman Green recommended Brantley go to these businesses and make sure they are ok with the road closures. A vote of 5-0 in favor was then taken.

Consideration of Rezoning Parcel #19227-089 from H-C to R-7 to allow for multi-family dwellings- The Mayor stated the Planning Board had reviewed the rezoning of this parcel from H-C to R-7 and has recommended the rezoning of this parcel to the Aldermen for the 56 unit multi-family complex. With no discussion, Alderman Summey made the motion to approve the rezoning of parcel #19227-089 from H-C to R-7. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Consideration of Statement that is consistent/not consistent with the Town's Land Use Plan- With no discussion, Alderman Reeves made the motion to approve the statement for the rezoning of parcel #19227-089 that is consistent with the Town's Land Use Plan. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Consideration to Award Contract to Greene Construction for Public Restroom Project- Brantley explained to the Board that Greene Construction was the low bidder for the restroom project. Town Attorney David Paletta has developed an agreement and the Board now needs to officially award Greene Construction the project and to allow the Mayor to sign the agreement. With no discussion, Alderman Green made the motion to award the contract to Greene Construction for the restroom project and to allow the Mayor to sign the paperwork. Alderman Shoemaker seconded with a vote of 5-0 in favor. It was then stated the project should be complete by May 20th, 2016.

Consideration of Resolution for NC DOT Contingency Funds- Brantley explained to the Board that in order to obtain the \$130,000 of NCDOT Contingency funding that Representative Jordan discussed at the last meeting for the streetscape project at Jefferson Ave. and Second St., the Board would need to approve a resolution. Both Representative Jordan and Senator Soucek would need this resolution as the funds will actually be approved through the House and Senate. With no discussion, Alderman Summey made the motion to approve the resolution for NCDOT Contingency Funding. Alderman McMillan seconded with a vote of 5-0 in favor.

Consideration of Budget Amendment #2- FY 15-16- This budget amendment recognizes both the revenues and expense to complete the 1) streetscape project at Jefferson Ave. and Second St. with the addition of NCDOT Contingency Funds (\$130,000) and Fund Balance (\$60,000), 2) complete the public restroom project by moving funds from planning (\$25,000), unused funds from paving the parking lot (\$10,000) and additional fund balance (\$40,000) and 3) purchase of the Reeves lot by obtaining the loan (\$122,500) from Herbert Francis. With no discussion, Alderman Reeves made the motion to approve the budget amendment as presented. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Consideration of Resolution to Dispose of Personal Property at Public Auction- Brantley said there are four police vehicles and three maintenance vehicles the town would like to dispose of. The Board would need to approve a resolution to authorize the Town Manager to dispose of these vehicles at public auction. The auction is scheduled for Saturday, March 19th at 9:00 a.m. at the maintenance building. Alderman Green made the motion to approve the resolution to dispose of these vehicles at public auction. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Discussion of FY 16-17 Budget Workshop Meeting- The Board set the budget workshop for Tuesday, March 15th at 5:30 p.m. at Town Hall.

Police Report- Chief Rose gave a report on the Police Department. Chief said during the month of February, 225 calls were dispatched through the communications center, 20 auto collisions were investigated, 11 people were arrested including charges of DWI, larceny, assault and drug related crimes. Further, the Chief said 1 person was arrested for drug violations. The Board thanked the Chief for his report.

Water/Wastewater Report- Charles Call said NC Rural Water would be here this Friday and go over a standard operating plan for the filter plant and hopefully it would get back online soon. No major issues were currently reported with the WWTP and the water levels were good. Charles said the proposed new development would have no effect on the water levels. The Board thanked Charles for his report.

Maintenance Report- Eric Miller gave a report on the Maintenance Department for the month of February. 29 one calls had been called in for the month. Eric said 1 sewer issue had been reported and resolved. Further, Eric said 960 feet of cable had been buried for the SCADA system line at Oakwood Road and the road had been fixed back after the burial of the cable. The department would be doing water/sewer taps for the public restroom project, street sweeping would begin again soon and general maintenance. The Board thanked Eric for his report.

Town Managers Report- Brantley Price gave his report to the Board. The proposed new parking lot area across from Reeves Law Firm would first be having storm drain work completed. The USDA loan for the well/dewatering system and water/sewer extensions would be at an interest rate of 1.875%. A pre-construction meeting for the streetscape project at Jefferson Ave. and Second St. would be held on March 10th and the project should be complete by June. Taxes collected to date was \$971,000 or 96.7% of the levy. The Board suggested presenting John Smyre with a plaque from the town in appreciation of his work as Farmers Market manager. The Board thanked Brantley for his report.

Public Comment- The Mayor opened public comment at 7:40 p.m. With no other comment, public comment was closed.

Alderman Comments- Various Board members thanked everyone for attending the meeting and thanked the Town employees for their work.

With nothing further, Alderman Reeves made the motion to adjourn the meeting, seconded by Alderman Shoemaker. The vote of 5-0 in favor. The time was 7:45 p.m.

Dale Baldwin, Mayor

Wesley M. Barker, Town Clerk