

**Town of West Jefferson - Board of Aldermen**  
**Regular Meeting Minutes**  
**June 3, 2019 | 6:00 p.m.**

**Board Members Present:** Mayor Dale Baldwin, Alderman Calvin Green, Alderman Jerry McMillan, Alderman John Reeves, Alderman Stephen Shoemaker

**Town Staff Present:** Town Manager Brantley Price, Town Clerk Rebecca Eldreth, Town Attorney Jak Reeves, interim Police Chief Bradley Jordan, Maintenance Supervisor Eric Miller, WWTP Superintendent 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.

**Public Hearing**

**Fiscal Year (FY) 2019-2020 Town Operating Budget** – The Mayor stated the public hearing is to hear any comments on the Fiscal Year 2019-2020 Town Operating Budget. The Mayor opened the public hearing at 6:02 pm. With no comment, the Mayor closed the public hearing at 6:03 pm.

**Regular Session**

**Approval of May 6, 2019 Minutes** – With no changes, Alderman McMillan made the motion to approve all minutes as presented. Alderman Reeves seconded with a vote of 4-0 in favor.

**Recognition of Jane Lonon's Retirement** – Mayor Baldwin recognized Jane Lonon and all her accomplishments over her 38 year career with the Ashe County Arts Council by reading a Proclamation. Mayor Baldwin then declared June 30, 2019 as Jane Lonon Day to celebrate her retirement. The Board presented Jane with a plaque along with a gift as a token of their gratitude.

**Budget Amendment #3 FY 2018-19 Year End** – With no discussion, Alderman Reeves made the motion to approve the budget amendment as presented. Alderman Shoemaker seconded with a vote of 4-0.

**Consideration of Audit Contract FY 2019-20** – Priscilla Norris presented the audit contract to the Board. The contract for FY 2019-20 as presented is \$25,000 plus an additional \$1,000 for the Annual Financial Information Report that must be quoted separately from the audit contract per new regulations. Alderman Shoemaker made the motion to approve the contract as presented. Alderman Reeves seconded with a vote of 4-0 in favor.

**Consideration of Lease on Town Property** – Dr. Greg Hershner with New River Brewing came before the Board with a proposal to lease a portion of the Town's property in front of his business on Third Avenue. The space would allow him to add an awning and outdoor seating to the front of the restaurant. Alderman Shoemaker made the motion to approve that Jak Reeves, Town Attorney, to create a lease agreement. Alderman Reeves seconded with a vote of 3-1 in favor with Alderman Green opposing.

**Consideration of Approval – FY 2019-2020 Budget Ordinance** – With no discussion, Alderman Reeves made the motion to approve the 2019-20 budget ordinance as presented. Alderman McMillan 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 remain the as the previous year. With no further discussion, Alderman Shoemaker made the motion to approve the schedule of fees as presented. Alderman Reeves seconded with a vote of 4-0 in favor. *[Schedule of Fees attached at end of minutes as addendum B]*

**Consideration of Mayor Pro Tempore Appointment** – Mayor Baldwin asked the Board for their consideration to appoint Alderman Reeves as Mayor Pro Tempore. With no discussion, Alderman Shoemaker made the motion to appoint Alderman John Reeves as Mayor Pro Tempore. Alderman McMillan seconded with a vote of 4-0.

**Consideration of ABC Board Appointment** – Mayor Baldwin stated that Haskell McGuire’s ABC Board appointment has expired but he has agreed to serve another 3 year term. Alderman Reeves made the motion to appoint Haskell McGuire to another term. Alderman McMillan seconded with a vote of 4-0 in favor.

**Consideration of Possession of Total Loss Property** – Mayor Baldwin stated that 2 repair estimates have been received to repair the totaled loss police patrol car. The Board must decide to either let the insurance company take possession of the patrol car or the Town to keep possession of the patrol car and pay for repairs. Alderman Green made the motion to give the insurance company possession of the car for \$12,373. Alderman Reeves seconded with a unanimous vote of 4-0.

**Consideration of Wilkes Community College Building Fund Pledge** – Mayor Baldwin stated that last month representatives from Wilkes Community College asked the Board to pledge \$50,000 to the building fund with installments to be split over the next 5 years. Alderman Reeves made the motion for the Town to make a \$50,000 commitment to the Wilkes Community College Building fund. Alderman Shoemaker seconded with a vote of 3-1 with Alderman Green opposing.

**Police Report** – Interim Police Chief Bradley Jordan gave the Police report for the month of May. There was a total of 277 calls dispatched through the communications center, 24 auto collisions were investigated, 3 people were arrested on charges of larceny, 3 drug related cases, 3 DWIs, 9 minor citations, and the department took possession of 1 altered firearm. The Board thanked the Chief for his report.

**Water/Wastewater & Maintenance Report** – WWTP Superintendent Brandon Patrick gave his report to the Board. A total of 60,000 gallons of sludge were hauled to the landfill. The filter plant is running a lot smoother and with less downtime now that the new valves and pneumatics have been installed. A copy of the 2018 Consumer Confidence Reports has been distributed and posted on the Town’s website for the citizens to review. The Board thanked Brandon for his report.

**Maintenance Report** – Maintenance Supervisor Eric Miller gave his report to the Board. There was a total of 29 one call tickets, 4 water leaks, 2 sewer issues, 3 water taps, and 4trips to the landfill. Keith Buff and Marty Wilson with NC Rural Water Association have been on location to assist with the maintenance of the fire hydrants. Josh Walters has joined the maintenance department and will oversee the park. The installation of the new lights in the park is complete. Several leaks have been reported on the customer’s side that have been resolved. Eric then provided an update on the fire department. The fire department received a total of 16 calls for the month including controlled burns, alarms, smoke investigations, and structure fires. The Board thanked Eric for his report.

**Town Managers Report** – Brantley Price gave his report to the Board. Brantley updated the Board on the USDA ARC projects which are all complete except for the belt press. Currently the conveyor system is being installed with a completion date of June 30<sup>th</sup> with a deadline of July 17<sup>th</sup>. The Library parking lot wall is complete, and the fence has been installed. Shatley Paving will start the paving in the next few weeks. Taxes collected to date are 94.8% of the levy. The EV charger has been used 51 time since January. The new playground equipment will ship this week, Blue Ridge will complete the removal of the light poles, and Shatley Construction will start paving. The wayfinding sign committee was held last week, during the meeting the committee reviewed the draft and made some recommendations. Destination by Design will be at the July meeting to present a draft of the project. Priscilla Mast called to compliment the maintenance department for their efforts in clean up after the fire hydrants had been flushed. The Highway 221/163 intersection aesthetics project team will have a plan to present by Spring 2020. The Town received \$9,770 in capital credits check from Blue Ridge Energy. The West Jefferson Business Association donated \$1,000 to the flower baskets this year. The Northwest Region Main Street meeting was held here last week. Brantley represented the Town at the NC League of Municipalities Annual Conference and was a presenter at the NW Vision Conference. Mo's Boots will hold a sidewalk sale on June 14-15, the Ebenezer Children home will hold their share-a-thon this week, and a thank you note was received from the hospital for the donation in Dr. Summey's honor. The annual picnic will be Friday, June 21, at West Jefferson Park. The board thanked Brantley for his report.

**Public Comment** – Several members of the community addressed the Board during public comment. Sandra Warren addressed the Board followed by Dana Little of Cutters Edge. Dana asked the Board to consider adopting an ordinance to assist the business owners with parking issues. Russell Killen came before the Board to ask permission to close part of the Backstreet on June 22 starting at 9am. Alderman Shoemaker made the motion to allow the road closure. Alderman Reeves seconded the motion. A split vote of 2-3 followed with Alderman Green, Alderman McMillan, and Mayor Baldwin opposing.

**Closed Session** – The Mayor asked for a motion to enter 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 7:37pm.

**Regular Session Continued** – The Board returned from closed session at 8:10 pm.

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

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Dale Baldwin, Mayor

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Rebecca L. Eldreth, Town Clerk

*Attachments: Addendums A-B*