

**Board of Aldermen
Regular Meeting
August 3, 2015
6:00 p.m.
Minutes**

Present: Mayor Dale Baldwin, Alderman Calvin Green, Alderman Tom Hartman, Alderman John Reeves, Alderman Stephen Shoemaker, Alderman Brett Summey, Town Manager Brantley Price, Town Clerk Wesley Barker and Town Planner Matthew Levi were present. Several other Town employees, business owners and 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 then said the invocation and those in attendance stood for the Pledge of Allegiance.

Public Hearing- Consideration of Voluntary Annexation of Parcel 19223-230-002 into City Limits

(Little's Gym)- The Mayor said the Little's Gym facility, operated by Martin Little, was requesting voluntary annexation into the Town of West Jefferson as they would like to have Town water/sewer service. This business is located on Radio Hill. The property would add \$1,895 of tax revenue plus additional water/sewer revenue. The Planning Board has reviewed and recommends this annexation to the Aldermen. Town Manager Brantley Price said the property owner would be responsible for running water/sewer lines to meet the Town's hookup at their expense. Further, the property owner is working on an agreement with Skyline for the use of their sewer pump station for sewer hookup. Alderman Green asked Town Attorney David Paletta what would happen if Skyline did not agree to allow Mr. Little access to their pump station. Mr. Paletta said if the owner did not get permission, the Town does have to require them to have sewer service unless involuntary annexed. The Mayor then opened public comment to anyone who wished to speak. With no comment, the Mayor closed public comment at 6:06 p.m.

Regular Session began at 6:06 p.m.

Approval of the August 3, 2015 Agenda- With no changes, Alderman Shoemaker made the motion to approve the agenda as presented. Alderman Hartman seconded with a vote of 5-0 in favor. The vote of 5-0 in favor.

Approval of Minutes- July 6, 2015 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 West Jefferson Volunteer Fire Department Junior Firefighters Policy- Donnie Miller, Fire Chief and Jody Walters, Fire Department member, came forward to discuss this policy. Donnie said the department would like to offer a junior firefighters program which will hopefully encourage additional participation in the West Jefferson Fire Department. Donnie said Fire Department members Jody Walters and Brian Houck will head up the program which is open to anyone under 18 years old. Once the Junior Firefighters turn 18, they can then be recommended to be on the Department as a member. Each Board member received a copy of the policy to review. The Aldermen asked the Town Attorney if he had reviewed this policy. Mr. Paletta stated he had reviewed and found no issues. Alderman Shoemaker then made the motion to approve the Junior Firefighters Policy for the West Jefferson Volunteer Fire Department. Alderman Green seconded. The vote of 5-0 in favor.

ABC Board Report-Haskell McGuire- ABC Board Chairman Haskell McGuire gave a report on the 4th Fiscal Quarter (April-June, 2015) of the ABC Board. Haskell said total sales for this quarter was \$379,164 which was a 4.7% increase over sales from this quarter last year. Two checks were delivered to the Town of West Jefferson, one in the amount of \$11,000 for the 4th quarter and another for \$1,000 for a budget adjustment. A performance audit from the ABC Commission was recently conducted on May 12th, 2015 which found no issues other than recommending Board members to attend ethics refresher courses when reappointed. Also, the financial audit was conducted the week of July 13th, 2015 and copies of the audit report will be sent out once complete. Finally, Haskell spoke on ABC Boards need to keep the general public, law enforcement and school systems informed on financial benefits, specific funding for alcohol abuse education, enforcement of all alcohol laws and regulations and general funding to local communities. The Board thanked Haskell for his report.

Consideration of Voluntary Annexation of Parcel 19223-230-002 into City Limits (Little's Gym) - With no further discussion, Alderman Hartman made the motion to approve the voluntary annexation of Little's Gym into the Town of West Jefferson. Alderman Summey seconded with a vote of 5-0 in favor.

Consideration 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 Land Use Plan. Alderman Shoemaker seconded with a vote of 5-0 in favor.

Discussion of ETJ Planning Board Appointments - The Mayor said current ETJ Planning Board members James Ellis and Russell Vannoy's terms will expire at the end of August. James Ellis is willing to be reappointed for another three-year term but Russell Vannoy is not interested in being reappointed. The Mayor said Bradley McNeil would be interested in being appointed to the Planning Board. These members would also have to be appointed by County Commissioners as they are ETJ residents, not in the city limits.

Alderman Shoemaker made the motion to reappoint James Ellis to another three-year term on the Planning Board. Alderman Reeves seconded with a vote of 5-0 in favor.

Alderman Summey then made the motion to appoint Bradley McNeil to the Planning Board for a three-year term and to send both names to the County Commissioners for approval. Alderman Green seconded with a vote of 5-0 in favor.

Consideration for Approval-Collection of Taxes 2015- With no discussion, Alderman Shoemaker made the motion to approve the order for collection of taxes for 2015. Alderman Hartman seconded with a vote of 5-0 in favor.

Consideration of Police Department Body Camera Policy- Brantley said the police department has applied for and received grant funding for body cameras. The cameras are in and now need to be placed into service. A body camera policy was given to the Board to review. This policy has been reviewed by the Chief of Police and Town Attorney David Paletta. The Chief said the cameras would go into effect once the policy is approved. On-duty officers would be required to wear these cameras and turn them on when stopping vehicles and responding to specific calls. With no further discussion, Alderman Shoemaker made the motion to approve this policy as written. Alderman Reeves seconded with a vote of 5-0 in favor.

Consideration to Change September Meeting Date from September 7 to 14- The next monthly Board meeting would fall on Labor Day Monday. The consensus among the Board was to change this meeting until Monday, September 14th at 6:00 p.m.

Lions Club Parade Discussion- Mayor Dale Baldwin- The Mayor spoke on the upcoming holiday parade in downtown. The Lions Club would like to make this year's parade a centennial theme to coincide with the Town's centennial year. The Town usually gives \$1,000 to the Lions Club for the parade. The Mayor would like to ask for an additional \$300 for another band to be in the parade if their scheduling allows. Brantley then said the Board had approved to give \$5,000 to the Centennial in the budget and, if needed, this \$300 could come from that fund. The Board was in consensus with this proposal.

Police Report- Chief Rose gave the police report for the month of July. During the month, 222 calls were dispatched through the communications center, 18 auto collisions were investigated, and 9 people were arrested which include charges of: DWI, Larceny, Assault and Drug related crimes. Also, 3 persons were arrested/charged for drug violations. The Chief said the department has had requests from ASU for interns this fall. The Board expressed its appreciation to officer Muldowney for his job and professionalism. The Board thanked Chief for his report.

Water/Wastewater Report- Charles Call gave a report on the water/wastewater plants. Charles said a pump was recently replaced at the park well. The filter plant is still running but the water table was low and some repairs had been made to several wells and pumps. The Board thanked Charles for his report.

Maintenance Report- Eric Miller gave a report on the Maintenance Department. Eric said 27 one calls had been reported for the month of July. 6 water leaks and 4 sewer line issues had been reported. The paving of the streets is complete and roads were being patched where necessary. The Town is still preparing for the Fire Department inspection and the fire hydrants & water lines are being tested in preparation. Alderman Shoemaker spoke on the manholes along Jefferson Avenue near the condos. Alderman Shoemaker said where DOT had paved and the pavement is higher than the manholes, a loud noise was made when trailers went over these manholes, which sounds like a gunshot. Alderman Shoemaker suggested writing a letter to DOT about this. Discussion then took place about fire hydrants and being painted a standard color. Eric explained with the upcoming inspection, it may require all fire hydrants to be painted specific colors based on water flow and other requirements. Alderman Shoemaker said he would like them all to be painted one color to standardize the colors but it could be discussed further once all requirements are in by the State. Alderman Green said he appreciated Eric's hard work with the recent water leak at the Old Hotel. Alderman Green said Eric went above and beyond his call of duty.

Town Managers Report- Brantley Price reported to the Board stating he would be meeting with USDA on the O'Reilly's water/sewer project. The dewatering equipment demo would soon be set up at the WWTP and the Town would be moving towards bids. The pre-bid for the streetscape project at Jefferson Avenue and Second Street was rescheduled to acquire more contractors with the bid opening to be held on August 11th. 2015. Brantley said 2015 tax bills were mailed out last week. Brantley spoke on the GE expansion grand opening and ribbon cutting with Governor Pat McCrory present at the grand opening. Brantley also spoke about the great turnout the Centennial weekend events had. Finally, Brantley said the attorneys at Reeves Law Firm were working on collecting past due town taxes and proceeding with foreclosures. The Board thanked Brantley for his report.

Public Comment- The Mayor opened public comment at 7:16 p.m. With no comment, public comment was closed at 7:17 p.m.

Alderman Comments- Alderman Hartman thanked the Town employees for their hard work. Alderman Summey thanked the Centennial Commission and Town employees for their work with the homecoming events. Alderman Reeves spoke about the great Centennial event and thanked coordinator Lynn Rees-

Jones, who went above and beyond her job description with her work and he thanked everyone who was involved. Alderman Shoemaker expressed appreciation to Robert Ray for the donation of the painting of the West Jefferson Land Company to the Town. He said he would like to have Robert back at a meeting sometime. Alderman Shoemaker also expressed his appreciation for those involved with the centennial events. The Mayor said WJ Centennial Commission Coordinator Lynn Rees-Jones went above and beyond her call of duty all week long for the centennial events. He also thanked all volunteers.

Closed Session- The Mayor said the Board would be entering into closed session per G.S. 143.318.11(a)(3) to consult with the Town Attorney concerning the civil dispute between Mark Blevins and the Town. Alderman Green made the motion to go into closed session. Alderman Shoemaker seconded. A vote of 5-0 in favor. The time was 7:24 p.m.

The Board returned to open session from closed session at 8:30 p.m. With nothing further, Alderman Reeves made the motion to adjourn the meeting, seconded by Alderman Shoemaker. The vote of 5-0 in favor.

Dale Baldwin, Mayor

Wesley M. Barker, Town Clerk