

MINUTES

TOWN OF WEAVERVILLE
STATE OF NORTH CAROLINA

TOWN COUNCIL REGULAR MEETING
MONDAY, MAY 15, 2017

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, May 15, 2017, at 6:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Dottie Sherrill, Vice Mayor/Councilman John Penley, Councilman Doug Jackson, Councilman Doug Dearth, Councilman Andrew Nagle and Councilman Patrick Fitzsimmons.

Staff present were: Town Attorney Jennifer Jackson, Town Manager Selena Coffey, Town Clerk Derek Hunninghake, Police Chief Greg Stephens, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier and Public Works Director Tony Laughter.

1. Call to Order

Mayor Sherrill called the meeting to order at 6:00 p.m.

2. Approval/Adjustments to the Agenda

Mayor Sherrill mentioned to add a Proclamation Honoring our Police Department on National Police Week, May 14-20, 2017 for Item D on the Consent Agenda.

Councilman Dearth made a motion to approve the agenda with the aforementioned revision.

Councilman Nagle seconded and all voted in favor of the motion.

3. Approval of Minutes

Vice Mayor/Councilman Penley made the motion to approve the minutes from April 11, 2017 Town Council Special-Called Budget Workshop and April 17, 2017 Town Council Meeting as presented.

Councilman Jackson seconded the motion and all voted in favor on the approval of the minutes.

4. Employee Recognition

Town Manager Selena Coffey recognized Fire Chief Ted Williams on graduating from his Municipal Administration Class at the School of Government and Senior Police Officer Michelle Cagle for her great instincts and phenomenal work in apprehending the bank robbery suspect in four minutes on May 10, 2017 at Weaver Boulevard. Police Chief Greg Stephens also, acknowledged Senior Police Officer Cagle for her outstanding work during the arrest and great service she provides to the residents of Weaverville every day.

5. General Public Comment

Public comments were received as follows:

Louis Accornero, 50 Highland Pointe Drive, commented on how great both the Weaverville Stone Signs look, he really appreciates the wonderful amenities provided by the Town, and he feels very fortunate to live in Weaverville, where the Public Works Department, Police Department and Fire Department take all steps necessary to make the residents of Weaverville feel safe and secure.

6. Consent Agenda

Motion to approve the consent agenda

A. Monthly Tax Report

Town Manager recommends approval of report.

B. Ordinance for Road Closures for Music on Main Event

Approval of ordinance requested.

C. Budget Amendment for Town Match on Fire Department SCBA Equipment

Town Manager recommends approval of budget amendments to fund the SCBA grant match of \$18,618

D. Proclamation Honoring our Police Department on National Police Week, May 14-20, 2017

Mayor Dottie Sherrill made a Proclamation Honoring our Police Department on National Police Week

Vice Mayor/Councilman Penley moved for the approval of the consent agenda. Councilman Nagle seconded the motion and all voted unanimously to approve all action requested in the consent agenda.

7. Discussion and Action Items

A. Town Walk Subdivision – Approval of Final Plat and Setting of Improvement Guaranty

Town Planner James Eller mentioned that the Town Walk subdivision has been found to comply with the Town's subdivision ordinance as it relates to major subdivisions. He asked Town Council to set an improvement guaranty to ensure the necessary infrastructure is completed in accordance with final plat approval as per 25-83(e)(1)(A). This improvement guaranty may be set at 125% of the cost of the construction of the required improvements. The required improvements in this case are individual water and sewer taps on each lot created. Town Attorney Jennifer Jackson mentioned that each lot would total \$3,800 for sewer and road cut permit fees to M.S.D. and water tap fees, at 125% of the cost, this makes an improvement guaranty of \$28,500. This will still leave a capacity completion fee or facility fee, and meter fee that the lot owners would be responsible for.

Councilman Jackson made a motion to approve the final plat contention upon the posting of an improvement guaranty of the \$28,500. Vice Mayor/Councilman Penley seconded the motion. The motion passed by a unanimous vote of Council.

B. Waterline Extension and Capacity Request for 3 Garrison Road

Public Works Director Tony Laughter discussed that the Town has received an application for a waterline extension at 3 Garrison Road for Serota Mars Hill, LLC, which is located in the Town limits of Weaverville. The extension that will be necessary is a 6-inch ductile iron waterline and at least one fire hydrant for a proposed maximum committed capacity of 4,000 gallons per day. The request is for an existing single-family residential unit, two 4-unit apartment buildings and possible commercial development. This proposed waterline extension would benefit the Town in the effort to upgrade that part of the Town's water system.

Councilman Dearth made a motion to pass the waterline extension and capacity requested. Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council.

C. North Asheville Baptist Church Waterline Extension Acceptance and Staff Level Approval

Public Works Director Tony Laughter discussed that the North Asheville Baptist Church project has progressed such that we expect that all Town acceptance criteria for the waterline, vault and vault drain will be completed within the next few weeks. He is requesting that Town Council accept the waterline extension and related improvements into the Town's water system subject to staff level approval by Public Works Director, Town Manager and Town Attorney. Public Works Director Laughter urges Town Council to set an improvement defects guaranty at \$8,000 to cover any defects that might be discovered within three years of our acceptance.

Vice Mayor/Councilman Penley made a motion to pass the waterline extension and related improvements into the Town's water system subject to staff level approval, and set an improvement defects guaranty amount at \$8,000. Councilman Jackson seconded the motion. The motion passed by a unanimous vote of Council.

D. Monticello Apartments Waterline Extension Acceptance and Staff Level Approval

Public Works Director Tony Laughter discussed that the Monticello Apartments, Weaverville Apartments, and Hawthorne at Weaverville is nearing completion and we expect that all Town acceptance criteria for the waterline, vault and vault drain will be completed within the next few weeks. Therefore, the Public Works Director is requesting that Town Council accept the waterline extension and related improvements into the Town's water system subject to staff level approval by Public Works Director, Town Manager and Town Attorney. He also urges Town Council to set an improvement defects guaranty at \$4,000 to cover any defects that might be discovered within three years of our acceptance.

Councilman Fitzsimmons made a motion to pass the waterline extension and related improvements into the Town's water system subject to staff level approval, and set an improvement defects guaranty amount at \$4,000. Councilman Nagle seconded the motion. The motion passed by a unanimous vote of Council.

8. Public Hearing and Action on FY 2017-2018 Proposed Budget

Vice Mayor/Councilman Penley made the motion to enter into Public Hearing; Councilman Nagle seconded and all voted in favor of opening the Public Hearing.

Town Manager Selena Coffey opened the Public Hearing by mentioning that the proposed budget was posted to the Town's website on April 17 and in accordance with Local Government Budget and Fiscal Control Act published on April 26, 2017. Since the last budget workshop there hasn't been a lot changed to the budget so she was going to discuss the General Fund and Water Fund Budget highlights from her PowerPoint before public comment. As of April 17, 2017, the Buncombe County Tax Department has the Town of Weaverville's revaluation estimated at \$824.57 million and based on the N.C. Treasurer's Office formula the revenue neutral rate is .3622 per \$100 valuation. The General Fund has a total of \$6.683 million and a proposed tax rate at \$0.40. This lowers the current tax rate of \$0.44 by \$0.04, predicated on no change to the fire tax rate. The major expenditures in the General Fund budget are vehicle replacements for Police Department, Fire Department and Public Works, additional funding for relief firefighters and legal services for major projects, increase of approximately 8% for employee health insurance, proposed additional stipend for Council members per special-called meeting, 2nd year of Street Maintenance Plan and matching Greenways funding of \$60,000. The Water Fund budget total is \$2.074 million, an increase of 22% over FY 2017. A proposed 2% increase in water

rates is suggested per a prior water study and approximately \$152,500 fund balance appropriated. The Water Fund budget expenditures are additional funding for replacement of water meters, funding for repairs to Ox Creek reservoir exterior concrete and water plant facility, and funding for replacements of a wastewater tanker truck and 8-year old truck with excessive repairs and mileage. Town Manager Selena Coffey mentioned that there are still some outstanding issues needing to be discussed like the utilization of \$2.69 million in capital reserve, a potential water plant expansion, the SAFER Grant for the Fire Department and fire district tax rate, and revenue estimates. The PowerPoint from the May 15, 2017 meeting is attached.

Councilman Andrew Nagle commented that with the Town's General Reserve fund around \$5.1 million, we have over 80% of our annual revenue saved. The State of N.C. only requires you to have 8% of annual revenue saved and the Town of Weaverville recommends 40%. Based on this he suggests using these funds for the Town's capital improvements, which would allow the tax rate to be lowered to \$0.37.

Mayor Sherrill then invited the public to comment. The following people spoke during the public hearing on the budget:

Bernie Conrad, 7 AB Emblem Drive, commented on his issues with the proposed budget. He is concerned that since the assessed value of property has increased by approximately 30% and the proposed tax rate is \$0.40, the taxes that Weaverville collects from property owners will increase by 18% from last year and over 26% prior to the tax increase in 2016. He doesn't believe that this is revenue neutral and in order to get there, the tax rate should be \$0.35. He mentioned that the Town should consider increasing the tax base on housing projects already in development, instead of burdening current residents with these extra costs. Why not impose impact fees on developers like other towns do? Also, he states that the Town has almost enough money set aside to operate for a year without collecting any property taxes. We don't need to have or almost have the highest tax rate in the state, it will only make it harder for the next generation to live in Weaverville. The Town needs to manage at current budget levels and live within its means. He does greatly appreciate all the people who work for the Town.

Vice Mayor/Councilman Penley made the motion to close the Public Hearing; Councilman Nagle seconded and all voted in favor of closing the Public Hearing.

9. Town Manager's Report

Town Manager Selena Coffey presented her Manager's Report to Council including that the planning for our July 4th event has been completed with Joe Lasher Jr. performing, the Music on Main event will be held on June 23rd, Al Root will be resigning from the Zoning Board of Adjustments after the June meeting, Weaverville's Street Projects are underway and the Planning and Zoning Board would like to schedule a meeting with Town Council to present and review the Table of Uses they have been working on. Town Council suggested June 27 at 6 pm as their best choice or June 22 at 6pm, either choice would be held at the Weaverville Fire Department.

Mayor Dottie Sherrill personally, along with Town Council expressed their deepest sympathy for the loss of Town resident, Jill Britton. She passed away this past weekend and our thoughts and prayers go out to her family at this time.

10. Closed Session

Councilman Penley made the motion to enter closed session as per N.C. Gen. Stat. § 143-318.11(a)(5) to establish or instruct staff on the position to be taken regarding the amount of compensation or other material terms of an employment contract and N.C. Gen. Stat. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, of conditions of employment of a public officer or employee, or to hear or investigate a complaint, charge or grievance .. Councilman Jackson seconded the motion and by a unanimous vote Council entered into closed session.

[CLOSED SESSION]

Councilman Nagle made the motion to exit closed session. Councilman Dearth seconded and all voted unanimously to exit closed session and re-enter open session.

11. Adjournment

Councilman Jackson made the motion to adjourn; Councilman Dearth seconded and all voted to adjourn the Council's meeting at 7:35 p.m.



DEREK K. HUNINGHAKE, Town Clerk

**Town of Weaverville
Town Manager's Proposed
FY 2017-2018 Budget
Public Hearing**

May 15, 2017

Selena Coffey, MPA, ICMA-CM
Town Manager

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Impact of Revaluation

- Total revaluation is estimated at \$824,574,475 for 2017
 - Estimated as of 4/17/2017
- Revenue neutral tax rate = \$0.3622 per \$100 valuation based on N.C. Treasurer's Office formula

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General Fund Budget Highlights

Revenues:

- Balanced in accordance with Local Government Budget & Fiscal Control Act
- Totals \$6,683,730
- Current tax rate is \$0.44
- Proposed tax rate is \$0.40
- Proposed budget lowers tax rate by \$0.04 (cents)
- Predicated on no change in fire tax rate (\$0.112 cents)

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General Fund Budget Highlights

Expenditures:

- Reclassification of one support position from full to part-time
- Funding for 2% cost of living adjustment and merit bonus program
- Additional funding for relief firefighters
- Additional funding available for legal services for major projects (i.e. recodification of Town Codes, internal policy revisions, comprehensive plans, etc.)
- Increase of approximately 8% for employee health insurance
- Proposed additional stipend per special-called meeting for Council members
- Moderate increases in general liability and workers compensation insurance

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General Fund Budget Highlights

Expenditures (continued):

- Patrol vehicle replacements, previously postponed
- Fire Department vehicle replacement
- Public Works vehicle replacement previously postponed
- 2nd year of Street Maintenance Plan
- Brush chipper replacement
- Safety padding for Lake Louise Outdoor exercise equipment (Phase 2 of current year project)
- Greenways match funding
- Funding for studies/planning for Lake Louise Community Center renovation

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3-year Street Maintenance Plan

FY 2016-2017		FY 2017-2018		FY 2019-2020	
Devonshire Drive (0.09 mls)	\$53,003.80	Valley Drive – Postponed FY2017	\$98,138.15	Lakeshore Drive (0.59 mls)	\$172,650.00
Lakeway Circle (0.27 mls)	\$100,326.60	Hawtree Court Sec. 1 (.02 mls)	\$28,994.50	Quarry Road (0.06 mls)	\$86,000.00
Crescent Court (0.04 mls)	\$32,481.05	Birkdale Court Sec. 1 (0.14 mls)	\$64,684.00	Ridgemont Drive (0.10 mls)	\$27,163.00
Valley Drive - Partial (0.46 mls)	\$131,417.70	Salem Acres Drive (0.3 mls)	\$106,800.00		
Manor Way (0.04 mls)	\$20,909.00	Hamburg Lane (0.07 mls)	\$20,720.90		
		Hamburg Drive (0.17 mls)	\$73,500		
Total Requested	\$398,138.15	Total Requested	\$392,837.55	Total Projected Request	\$285,218.00
Total Funded	\$300,000.00	Total Proposed Funding	\$400,000.00	Total Proposed Funding	\$300,000.00
Postponed (not funded)	\$98,138.15				

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Water Fund Budget Highlights

Revenues:

- Budget totals \$2,074,086
- Increase of 22% over FY 2017
- Increase in water rates at 2% per prior water study
- Proposed 2% increase in water rates
- Approximately \$152,500 fund balance appropriated

Expenditures:

- Additional funding for ongoing replacement of water meters with radio read meters
- Funding for repairs to Ox Creek reservoir exterior concrete
- Funding for water plant facility repairs
- Funding for replacement of wastewater tanker truck
- Funding for replacement of 8-year old truck with excessive repairs and mileage

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Total Proposed Operational Budget: General Fund & Water Fund

Fund	Budget
General Fund	\$6,683,730
Water Fund	<u>\$2,074,086</u>
TOTAL BUDGET	\$8,757,816

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Outstanding Issues – Moving Targets

- Revenue Estimates
 - Revaluation estimates changing due to appeals and discoveries
 - SB126 could impact our local sales taxes by eliminating adjustment factors currently applied to sales taxes distributed to counties on the basis of population.
- Fire Department:
 - Awaiting Buncombe County's approval of fire district rate – Optimistic that \$0.112 cents will be approved, to total approximately \$258,000 in revenue over current year
 - SAFER Grant – 3 year grant offsetting expenses for 6 additional firefighters at 75% - 75% - 35%
 - Supportive of this, but personnel not included in proposed budget; Optimistic in awaiting grant award notification
 - Council will need to consider level of additional staffing to fund if grant is not awarded; Increase in Fire Department tax revenues offset personnel if SAFER grant is not awarded.
 - Recent discussions regarding increase in pay for part-time firefighters – Currently \$10 per hour
- Utilization of \$2.69 million in capital reserve
- Potential water plant expansion
- Improvements to Lake Louise Community Center

Moving Forward

- *Year of Acceleration*
- *The Town is playing 'catch-up' as evidenced in the proposed replacement of vehicles, equipment, and maintenance and improvements to our streets and roads.*

Upcoming Budget Meeting Dates

June 1 at 5:30pm @ Fire Department
Budget Workshop

June 19 at 6:00pm @ Town Hall, Regular Meeting
Proposed Adoption of Budget

* Additional budget workshops may be scheduled by Council