



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, February 26, 2018**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, February 26, 2018, at 7:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

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

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier, Public Works Director Dale Pennell and Water Treatment Plant Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:01 p.m.

2. Approval/Adjustments to the Agenda

Councilman Nagle asked to add Section 28-74 to the agenda, which discusses where parking is prohibited. Mayor Root mentioned to add this to the discussion and action items before the Police Department Report as item D2.

Councilman Jackson made a motion to approve the aforementioned agenda as presented. Councilman Nagle seconded and all voted in favor of the motion.

3. Approval of Minutes

Councilwoman Sherrill made the motion to approve the minutes from January 22, 2018 Town Council meeting as presented. Councilman Fitzsimmons seconded the motion and all voted in favor on the approval of the minutes.

4. Consent Agenda

Councilman Penley motioned for the approval of the consent agenda. Councilman Fitzsimmons seconded the motion and all voted unanimously to approve all action requested in the consent agenda.

A. Monthly Tax Report & Order to Advertise Tax Liens – Adopted the Order to Advertise Tax Liens

B. Schedule a Special-Called Meeting for March 19, 2018 at 6:15 pm for Public Hearings on Proposed Code Amendments – Scheduled Special-Called Meeting on March 19, 2018 at 6:15 pm to hold Public Hearings on Proposed Code Amendments

C. Set Public Hearing on Text Amendment related to Mobile Food Vendors for 6:30 pm on March 19, 2018 – Set Public Hearing for March 19, 2018 at 6:30 pm

D. Set a Public Hearing on Text Amendment for Additional Standards for Accessory Structures and Storage Containers for 6:15 pm on March 19, 2018 – Set Public Hearing for March 19, 2018 at 6:15 pm

E. Board Appointments – Board of Adjustment Alternate – Appointed Sylvia Valois as Zoning Board of Adjustment Alternate

5. General Public Comment

Public comments were received as follows:

Earl Valois, 42 Loftin St., commented that he attended the Town Council Retreat earlier this month on February 3 and wasn't impressed. There wasn't a master plan or a 5 and 10 year strategic plan created, so he didn't think a lot got accomplished. He believes the Town is compliance focused and needs to go to more performance-based high leveled standards. Also, he has a problem with item 6D (Waterline Extension for Blue Ridge Hospitality Ventures, LLC) going from an 8 inch waterline to a 6 inch waterline and it has to be gritted, teed and looped. Lastly, he was really impressed with the Parks and Recreation Master Plan.

6. Discussion and Action Items

A. Presentation of the Parks & Recreation Master Plan

Town Manager Selena Coffey introduced Kile Guie, the Land of Sky Regional Council Planner to present the Parks and Recreation Master Plan.

Mr. Guie gave an overview of the final Parks and Recreation Master Plan, which consisted of four main sections: demographic, public input results, recommendations, and existing park facilities. No action was taken by Council. The Master Plan will be up for adoption at March 19, 2018 Town Council meeting. The Master Plan is attached.

B. Water Leak Protection Program

Finance Officer Tonya Dozier mentioned to Council that the Town has been working on a new Water Leak Protection Program. Under the current Town Policy, customers with high water bills due to qualifying leaks can apply for a water bill adjustment with the Town Manager, but are only allowed one adjustment every 24 months. On approval of the adjustment, the Town calculates an average cost for water over the last 6 months then deducts it from the water bill and splits the remaining cost with the customer. On average there are about 37 adjustments a year summing up to about \$8,000 a year. The alternative proposed is through the company ServLine, who offers an inexpensive insurance product on a monthly basis that can provide great assistance for large bills associated with water leaks. The plans are \$1.25 a month for residential, \$3.45 a month for commercial and would provide up to \$1,000 in coverage each year. ServLine's customer service would handle each request and would send the Town a check for any overages. Customers will initially be enrolled in the plan, but could opt out at any time. She has been working with Shelby Winston from ServLine, who is here if you have any questions and has reached out to references for ServLine, who all had good things to say about the program.

Town Manager Selena Coffey wanted to make sure the public was aware that if residents opt out of the plan then they would no longer receive a water bill adjustment.

Councilman Penley wondered about the billing process if it would be independently or on the Town's water bill. He also wants to make sure that the citizens are highly educated on this plan before it is implemented. Councilman Jackson asked who would go out and investigate the adjustment requests.

Shelby Winston from ServLine discussed that the plans would be billed through the Town of Weaverville water bill and they would handle the discussion/complaints on adjustments.

Town Manager Selena Coffey mentioned that there would be an information process and the Town would have as long as they need to get the information out and inform the citizens. There will still need to be

amendments to the Town Code and Fee Schedule, program policies adopted and revisions to the Town's customer service policy so this is not the last time that we would be discussing this item.

C. Action on Amendments to Code of Ordinances concerning Initial Consideration by Town Council of Zoning Map and Text Amendments

Town Planner James Eller mentioned to Town Council that they are being asked to consider a revision to the Town Code, which calls for certain zoning text and map amendments to be first reviewed at the Planning Board level. Such amendments would only be applicable to a proposed change between two standards zoning districts such as R-1, R-2, R-3, R-12, C-1, C-2, and I-1. Right now, the law reads that any revision to the zoning code text or zoning map has to have an initial review before Town Council. This allows the governing board to let staff and the applicant know in advance their thoughts on the procedure. However, this particular arrangement is adding an extra month to the process with very little input. Most of the rezoning occurs between standard zoning districts so there doesn't need to be a lot of time for these. The proposed language now shows that Town Council would retain the initial consideration for conditional zoning districts and text amendments due to their broad scope and complexities. The Planning and Zoning Board have reviewed the language and passed along a unanimous recommendation in favor of the proposal

Town Attorney Jennifer Jackson mentioned that the fourth whereas clause stating the Public Hearing was held on January 22, 2018 needs to be changed to reflect February 26, 2018.

Councilman Jackson made a motion to adopt the ordinance with the aforementioned revision . Councilman Penley seconded the motion. The motion passed by a unanimous vote of Council.

D. Waterline Extension for Blue Ridge Hospitality Ventures, LLC (Fairfield Inn)

Public Works Director Dale Pennell mentioned that since the past approvals given by Town Council, the Town has received a plat showing that the owners have split the lot. It was originally expected that this project would be able to connect to the Town's existing 8-inch water main. Due to the topography, some shifting of the footprint of the hotel and the anticipated height of the necessary retaining walls, a reconfiguration of the water plans was needed resulting in the need for a 350 foot waterline extension to adequately provide domestic water and fire protection to the hotel. The extension necessary is for a 6 inch ductile iron waterline and at least one fire hydrant for a proposed maximum committed capacity of 13,500 gallons per day for the hotel. Public Works Director Pennell also recommends that the water commitment be revised to reflect the new plan of a 6-inch waterline extension, fire hydrant and meter, and re-issued to the hotel for 13,500 gallons per day. He and the Town Manager have reviewed the request in light of the Town's Water System Management Plan and recommend its approval.

Councilman Jackson made a motion to approve the waterline extension request and revise and re-issue the water commitment to reflect the 6-inch waterline extension and fire hydrant and 13,500 gallon per day allocation for Lot 1 . Councilman Fitzsimmons seconded the motion. The motion passed by a unanimous vote of Council.

E. Section 28-74 - Parking

Councilman Nagle mentioned that he read Section 28-74 about parking and looked at number 11 that shows parking needs to be within painted lines, traffic lanes or upon travel portion of roadway. He wondered if this meant that people parking on roads in residential areas are in violation and parking illegally.

Town Manager Selena Coffey mentioned that she noticed people parking in front of homes when she started working here that parking on the street in the roadway in front of homes is in violation and unsafe. Police Chief Alan Wyatt wanted to make sure everyone understood exactly what traffic lane and travel portion of roadway meant. He gave an example that if you are parked in the street, you are in violation.

However, if you are parked off to the side where it isn't the travel lane or nothing posted then it wouldn't be a violation.

F. Police Department Report

Police Chief Alan Wyatt presented the Weaverville Police Departments Quarterly Report for November 2017 – January 2018. This quarterly report is attached.

G. Fire Department Report

Fire Chief Ted Williams presented the Weaverville Fire Departments Quarterly Report for November 2017 – January 2018. The quarterly report is attached.

7. Town Manager's Report

Town Manager Selena Coffey presented her manager's report to Council including NCDOT has agreed to revise the speed limit on Weaver Boulevard from 55 mph to 35 mph, the Public Works Department has done a great job in improving the Main Street Nature Park, she has discontinued a landscaping contract that maintained the grounds around Town Hall and Public Works has taken it over and is doing a fantastic job, she met with a representative from Duke Energy to get an Energy Efficiency Proposal to upgrade our lighting at Town Hall, Jill Totman submitted the National Wildlife Federation Community Wildlife Habitat and the Town has again met the requirements to be recertified, they are meeting with WR-Martin tomorrow to see where they are with system and development fees and see where they are with the completion of engineering report, Public Works Director Dale Pennell and her have met with the manager for Mars Hill regarding potential for partnering, Buncombe County is in the process of entering into an agreement with NCDOT to begin the planning process for the Reems Creek Greenway initiative and they will be sending the Town a Memorandum of Understanding for Council's approval in the future, reminder that guest speaker Joe Minicozzi will be here tomorrow at 6 pm talking about building small towns, and lastly, Public Works Director Dale Pennell and her met with ministers from downtown Weaverville to work out an agreement to provide some parking at their churches.

8. Closed Session

Councilman Sherrill made the motion to enter closed session as per N.C. Gen. Stat. § 143-318.11(a) (3) to consult with an attorney . Councilman Fitzsimmons 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 Penley seconded and all voted unanimously to exit closed session and re-enter open session.

Upon entering back into open session, Vice Mayor John Penley requested an update regarding the PARTF grant process for the Lake Louise Community Center. Town Manager Selena Coffey shared that she had spoken with the regional consultant who stated that there were many strong applications this year and Coffey felt that we were discouraged from applying for the grant due to the strong competition, as well as the suggestion that the Town could need roughly \$4 match per dollar for the grant match in order to be competitive with some of the other grants and she had been told that the PARTF board does not approve partial grants. Town Council and staff discussed the pros and cons of relying so heavily on a PARTF grant for funding the project. Town Council gave direction to move forward with planning for the construction of the community center, but not applying for the PARTF grant this year and possibly applying for other parks and recreation projects the following grant cycle. Staff will continue looking for other funding options, including other grants. Councilman Nagle also suggested

that the Town should ask the community to develop a fundraising campaign for the community center construction. Town Council directed the Town Manager to begin working with an architect to develop conceptual plans and cost estimates for the construction of the community center, making sure to include space for the Dry Ridge Museum in the facility. Town Manager noted that we hope to have conceptual planning documents at the next Town Council meeting.

9. Adjournment

Councilman Jackson made the motion to adjourn; Councilman Penley seconded and all voted to adjourn the Council's meeting at 8:20 p.m.

Derek K. Huninghake
Derek K. Huninghake, Town Clerk

APPROVED