



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Special Called Meeting
Monday, June 4, 2018**

The Town Council for the Town of Weaverville met for a Special Called Meeting on Tuesday, June 4, 2018, 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 Al Root, Councilman Andrew Nagle, Councilwoman Dottie Sherrill, Councilman Doug Jackson, and Councilman Patrick Fitzsimmons. Vice Mayor/Councilman John Penley was absent.

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 and Public Works Director Dale Pennell.

1. Call to Order

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

2. Public Hearing: Water System Development Fees

Mayor Root declared the public hearing on water system development fees open.

Town Manager Selena Coffey gave a brief update to Council on how we have gotten to this point on the water system development fees and informed them that tonight was the next step in that process, which is holding a public hearing on the water system development fee report and possible adoption of the proposed system development fees with the adoption of the proposed budget on June 18, 2018. Publication of this adopted fee will go along with the fee schedule as well.

No Public Comment

Councilman Jackson made the motion to close the public hearing; Councilman Nagle seconded and all voted in favor of close the public hearing.

3. Public Hearing: FY 2018-2019 Proposed Budget

Mayor Root declared the public hearing on the FY 2018-2019 proposed budget open.

Town Manager Selena Coffey gave an overview of the FY 2018-2019 Proposed Budget to Town Council from the PowerPoint that was handed out. The proposed budget totaled \$9.6 million with \$2.2 million from the Water Fund and \$7.4 from the General Fund. There were no major changes from the May 15 budget workshop, but still needed direction on a few items before completion. The items that still need further discussion are system development fees, fee schedule revisions, community center cost estimates and funding for staff innovation projects and a Senior Dining and Wellness Program. All of these items are on the agenda for discussion tonight and the proposed budget PowerPoint is attached.

No Public Comment

Councilman Nagle made the motion to close the public hearing; Councilman Jackson seconded and all voted in favor of close the public hearing.

4. Budget Wrap-Up:

A.) System Development Fees

Town Manager Selena Coffey handed out to Council a document showing comparisons of system development fees for various meter sizes from units of government that have their own water system.

Dennie Martin, WR-Martin, discussed the document and mentioned that one-third of the compared government units are increasing their system development fees, or either increasing water tap fees or fees on total water consumption. WR-Martin proposed that the Town double the rates on all various meter sizes inside town limits, and then double those rates for the outside town limit developments. Mr. Martin recommends that the Town leave a buffer or some room for changes in the future, since this is their first time completing the study and they're still refining their GIS system. Instead, implement 80% of the max fees at this time and increase it in the future if need.

Discussion among Town Council was whether the fees should be different for inside and outside town limits, and how much they should implement the fees for if they decide to leave a buffer for any future changes.

Town Manager Coffey and Mr. Martin informed Council that they would implement these fees with a buffer in place and give it to them for review before the next meeting on June 18, 2018.

B.) Revisions to Fee schedule

Town Manager Selena Coffey discussed the proposed fee schedule revisions with Town Council. The major changes were placing max limits on single and multifamily dwellings, accessory structures, commercial/industrial structures and sign permits; adding the Water Leak Protection plan; increasing water rates, tap charges, and fire lines; and adding water system development fees.

C.) Funding for staff innovation projects

Councilman Fitzsimmons suggested that there should be a fund set aside to encourage staff and employees to create ways for increasing positive community impacts or finding ways to save the Town money. By benefiting the Town, they should be compensated with these funds.

Council agreed and decided to place \$10,000 in a fund for staff innovation projects.

Town Manager Coffey informed Council that she will come back to them with ideas for a rule structure on how it will be rewarded.

D.) Grant to Weaverville Senior Dining and Wellness Program

Town Manager Selena Coffey discussed that she and Councilwoman Sherrill had received letters from the Weaverville Senior Dining and Wellness Program asking if the Town would consider donating to this program as they have in years past. Our past donations of \$500 have been greatly appreciated and help this program assist with providing meals, exercise classes and activities for seniors.

Council agreed to set aside \$500 in the budget this year for the Weaverville Senior Dining and Wellness Program.

E.) Community Center cost estimates

Mayor Root noted that when he was in Jonesborough, TN, he left convinced that what they did with their museum was worth us looking into, since there have been concerns on how the museum can be made to work and be a benefit to the Town. The key was that, in addition to the museum, which is self-contained, it had a gift shop leading into the museum. This could be space for local vendors to setup and Mayor Root discussed this with the Weaverville Business Association at their last meeting in May.

Town Manager Selena Coffey gave a brief update about the Community Center cost estimates that Public Works Director Dale Pennell had pulled together for Town Council. The cost estimates total around \$850,000 and are in addition to the building cost opinions conducted by Legerton Architecture, so depending on which building Council decides to go with, the low cost would be around \$2.286 million and the high cost around \$2.457 million. Town Manager Coffey reminded Council that we still need to finalize the purpose and use for the building, and discuss going through the process of value engineering that could help find cost savings.

Council discussed that if all the cost estimates needed to be completed no matter which building they decided on, then they should go ahead and start the site preparation. Also, they already have the funds from Eller Cove to help in that progress. The next steps will be to hold a workshop to discuss the vision of the community center and develop a business plan, and a workshop about the Town's comprehensive land use plan.

5. Adjournment

Councilman Jackson made the motion to adjourn; Councilman Fitzsimmons seconded and all voted to adjourn the Council's meeting at 6:58 p.m.

Derek K. Huninghake
Derek K. Huninghake, Town Clerk