



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, November 23, 2020**

Remote Electronic Meeting

Zoom: <https://us02web.zoom.us/j/85948891960>

The Town Council for the Town of Weaverville met for its regularly monthly meeting on Monday, November 23, 2020, at 7:00 p.m. as an electronic video meeting via Zoom Meeting.

Councilmembers remotely present were: Mayor Al Root, Vice Mayor Doug Jackson, and Councilmembers Andrew Nagle, Dottie Sherrill, Jeffrey McKenna and Patrick Fitzsimmons.

Staff members remotely present were: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Planning Director James Eller, Finance Officer Tonya Dozier, Police Chief Ron Davis, Fire Chief Ted Williams, Public Works Director Dale Pennell, and Water Treatment Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:02 p.m.

2. Approval/Adjustments to the Agenda

Without objection Mayor Root declared the agenda adopted by consent.

3. Approval of the Minutes

With no comment related to the minutes and no objection, Mayor Root declared the minutes adopted.

4. General Public Comment

On a temporary basis due to the COVID-19 public health emergency, general public comments must be submitted in advance of the meeting. Comments are limited to no more than 450 words and must observe normal rules of decorum. Only comments that are timely received will be read into the record during the public comment period. Public comments can be submitted (1) by **emailing** to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a **drop box** at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, or (3) by **mailing** your written comment (must be received not later than Monday's mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments.

No public comments were received.

5. Consent Agenda

Councilmember Nagle moved for the approval of the Consent Agenda. Vice-Mayor Jackson seconded the motion and in a roll call vote all voted to approve all action requested in the Consent Agenda listed below. Motion passed 5-0.

- A. **Monthly Tax Report** – *Information only – submitted by Buncombe County Tax Department.*
- B. **Zoning Map Amendment Request, 16 Reems Creek Road** – *Set Public Hearing for December 21 at 7pm via a remote electronic meeting and referred to the Planning and Zoning Board for review and recommendation.*
- C. **Budget Amendment: Cops for Kids, CRF Funds and ABC Funds** – *Approved budget amendment reflective of amendments to cops for kids, coronavirus relief funds and the ABC system.*
- D. **Change Order #2 for the Community Center Project** – *Approved change order #2 representing a net decrease.*

6. Town Manager’s Report

Ms. Coffey presented her Manager’s report to Council which included information related to election polling sites, bike-ped planning application, Town Christmas decorations, grant for body cameras, disposal of police department service weapons and public WiFi.

7. Discussion and Action Items

A. Town Financial Audit Presentation.

Travis Keever of Gould Killian CPA Group presented the Town’s financial audit to Town Council. The audit reported that no material weaknesses were discovered, no significant deficiencies were identified and no noncompliance material to financial statements were noted.

B. ABC Board Financial Audit Presentation.

Rob Chason, Chair of the Weaverville ABC Board presented the Board’s financial audit to Town Council which had been prepared by Burleson & Earley. Likewise, the audit reported that no material weaknesses were discovered, no significant deficiencies were identified and no noncompliance material to financial statements were noted.

C. Woodfin Annexation Agreement.

Mayor Root described the proposed annexation agreement with the Town of Woodfin which would identify annexation areas for future voluntary annexation for each municipal jurisdiction. Following conversation with Council, Mayor Root noted consensus with Council to table the issue to be discussed again during the upcoming workshop on December 8, 2020.

D. Discussion of Employee Pay Increases.

Ms. Coffey presented Council with a report related to how other jurisdictions were handling pay increases during COVID-19. It was also noted that the Town was in a better position than forecasted due to sales tax revenue being higher than expected, and that Council had previously agreed to revisit the issue of pay increases once the sales tax information became clearer. Town Council discussed the competing interests of acknowledging the level of service the employees of the Town have been provided during these challenging times, while at the same time acknowledging that struggles continue in the private sector as a result of COVID-19.

Vice-Mayor Jackson moved to approve a 1.5% cost of living adjustment and 2% pay increase for Town employees. Councilmember Sherrill seconded the motion and in a roll call vote Jackson, Sherrill and Fitzsimmons voted in favor of the motion. In the same roll call vote McKenna and Nagle cast dissenting votes. Motion passed 3-2.

E. Water Treatment Plant Expansion Project – Engineering Firm Selection.

Staff reported that it conducted a qualifications based selection process for professional engineering services on the Water Treatment Plant Expansion Project. The outcome of that process was the unanimous conclusion of staff that WithersRavenel appeared to be the most qualified firm to provide the engineering services on this project. Mr. Pennell and Mr. Duncan spoke to Council regarding WithersRavenel’s qualifications and encouraged their selection as the professional engineers on the water treatment plant expansion project. If selected staff will work with WithersRavenel on a professional services contract which will be brought back before Council for approval in an upcoming meeting. *Council Member Nagle moved to approve WithersRavenel as the engineering firm for*

the water treatment plant expansion project. Vice-Mayor Jackson seconded the motion and in a roll call vote all voted to approve the selection of the engineering firm. Motion passed 5-0.

F. Quarterly Report – Fire Department


Fire Chief Williams presented Town Council with the quarterly report for the Fire Department

G. Quarterly Report – Police Department

Police Chief Davis presented Town Council with the quarterly report for the Police Department

8. Adjournment

Mayor Root declared the meeting adjourned at 8:57 p.m.



James Eller, Town Clerk