



## MINUTES

**Town of Weaverville  
State of North Carolina**

**Town Council Regular Meeting  
Monday, January 23, 2023**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, January 23, 2023, at 6:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, NC, with remote electronic access by the general public via zoom.

Councilmembers present were: Mayor Patrick Fitzsimmons, Vice Mayor Jeff McKenna, and Councilmembers Doug Jackson, Andrew Nagle, John Chase, Catherine Cordell, and Michele Wood.

Staff members present were: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Clerk/Planning Director James Eller, Finance Officer Tonya Dozier, Deputy Clerk/Communications Coordinator Grace Keith, Police Chief Ron Davis, Fire Chief Scottie Harris, Public Works Director Dale Pennell, Water Treatment Plant Supervisor Randall Wilson, and Zoom Room Coordinator Lauren Ward.

### **1. Call to Order**

*Mayor Patrick Fitzsimmons called the meeting to order at 6:00 p.m.*

### **2. Conflicts of Interest Statement**

Mayor Fitzsimmons noted that it is the duty of the Mayor and every Town Council Member to avoid both conflicts of interest and appearances of conflicts and noted that Councilmember Chase has previously disclosed a conflict that excuses him from voting on item 7D.

No other member had any known conflict of interest or appearance of conflict with respect to any matters presented before Town Council.

### **3. Approval/Adjustments to the Agenda**

*Vice Mayor McKenna motioned to approve the agenda with Discussion Item 7C having been removed at request of the applicant. Councilmember Wood seconded the motion. All voted in favor of the motion to approve the agenda with that change. Motion passed unanimously.*

### **4. Consent Agenda**

*Vice Mayor McKenna moved for the approval of the Consent Agenda. All voted in favor of the motion to approve all action requested in the Consent Agenda listed below. Motion passed 7-0.*

- A. **December 13, 2022 Town Council Workshop Minutes** – *Minutes approved as presented*
- B. **December 19, 2022 Town Council Regular Meeting Minutes** – *Minutes approved as presented*
- C. **January 17, 2023 Town Council Workshop Minutes** – *Minutes approved as presented*
- D. **Monthly Tax Report** – *Information only*
- E. **Budget Amendment – Police** – *Budget Amendment approved*

- F. **Budget Amendment – Recreation Complex** – *Budget Amendment approved*
- G. **Proposed FY2023-2024 Budget Calendar** – *Budget Calendar approved*

**5. Town Manager’s Report**

Town Manager Coffey presented her Manager’s report to Council which included an update on both the Town’s and the Fire Department’s Strategic Plan as well as information regarding the 2023 Citizen’s Academy Program, the Town’s Website Update, the Town’s first all-electric vehicle, audio system improvements in Council Chambers, and the dates of the N.C. City-County Manager’s Conference that she will be attending.

**6. General Public Comment**

General public comments may be submitted either during the meeting or in writing in advance of the meeting. Normal rules of decorum apply to all comments. The general public comments section of the meeting will be limited to 20 minutes and priority will be given to those commenters in attendance. Individuals presenting comments during the meeting are generally limited to 3 minutes. Written comments that are timely received will be provided to Town Council and read into the record during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (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, (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. For more information please call (828) 645-7116.

No public comment was received.

**7. Discussion & Action Items**

**A. Ivy River Reliable Yield Study Presentation**

Representatives from the engineering firm of CDM Smith (via Zoom) presented to Town Council and the public their findings related to the reliable or safe yield of the Ivy River which is primary water source for the Town’s water system.

**B. Economic Development Advisory Committee Update**

Update not presented due to absence of Phil Barnett.

**C. 171 Monticello Road – Action on Annexation and Conditional District Zoning**

{Item removed from the agenda at the request of applicant. }

**D. 480 Reems Creek Rd – Action on Annexation, R-3 Zoning, and Water**

Town Attorney Jennifer Jackson noted that since the public hearings on the annexation and the R-3 zoning occurred, Town Council is eligible to take action on the voluntary annexation petition and the requested R-3 zoning application for 480 Reems Creek Road.

Ms. Jackson also noted that a water request related to the project is also pending, and that Public Works Director Dale Pennell has found that there is sufficient capacity within the Town’s water system to provide this project without affecting existing customers.

*Councilmember Jackson motioned that Town Council adopt the annexation ordinance which provides for initial zoning of R-3, as presented, and approve the related waterline extension and commitment request. Motion passed 6-0, with Councilmember Chase excused from voting due to a conflict of interest.*

**E. Water System Update**

Town Manager Coffey updated Council on the progress of the Action Plan for Addressing Water issues as approved by Council in June 2023. Mayor Fitzsimmons and Town Manager Coffey lead Town Council through the Resolution Supporting Regional Cooperation in Expanding Water Capacity.

*Councilmember Jackson made a motion to pass the proposed resolution. Motion passed 6-1 with Councilmember Nagle voting no.*

Town Attorney Jennifer Jackson and other staff reviewed potential funding sources for Water System Improvement.

**F. Quarterly Report – Planning**

Planning Director James Eller presented the Town Council with the quarterly report regarding Planning.

**G. Quarterly Report – Finance**

Finance Officer Tonya Dozier presented the Town Council with the quarterly report regarding Finance.

**8. Closed Session**

*At approximately 7:40 pm, Councilmember Jackson motioned to enter closed session as allowed by N.C.G.S. § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which motion passed with a vote of 6-1 with councilmember Nagel voting no.*

*[CLOSED SESSION]*

*At approximately 8:11 pm Councilmember John Chase motioned to exit closed session and reenter open session. All voted in favor of the motion. Motion passed 6-0, with Councilmember Nagle not present in the closed session and not participating in the vote.*

**9. Adjournment**

*Without objection, Mayor Fitzsimmons declared the meeting adjourned. Meeting adjourned at approximately 8:12 pm.*

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**James Eller, Town Clerk**