



Town Council Regular Meeting - October 28, 2024 Minutes

Monday, October 28, 2024 at 6:00 PM

Town Council Chambers, Town Hall

1. Call to Order

Roll Call - Mayor Patrick Fitzsimmons, Vice Mayor John Chase, Council members Doug Jackson, Catherine Cordell, Michele Wood, Peter McGuire, Dee Lawrence
Staff Present- Interim Town Manager Scottie Harris, Town Attorney John Henning, Planning Director James Eller, Public Works Director Dale Pennell, Police Chief Somer Oberlin, Water Treatment Plant Supervisor Randall Wilson, Town Clerk Tamara Mercer, Community Center Coordinator Sarah Myers, and Town Planner Graham Crawford and A/V Coordinator Lauren Ward

2. Town Attorney - Oath of Office

Town Attorney, John F. Henning Jr. - Oath of Office administered by Town Clerk Mercer

3. Approval/Adjustments to the Agenda

Mayor Fitzsimmons noted that item Quarterly Finance Report would be removed and placed on next month's agenda due to excused absence of Finance Director Dozier.

Motion to adopt the Agenda as adjusted.

Moved by: Dee Lawrence

Aye Peter McGuire, Doug Jackson, Michelle Wood,
Dee Lawrence, Patrick Fitzsimmons, John
Chase, and Catherine Cordell

Carried 7-0

4. Conflict of Interests Statement

Mayor Fitzsimmons asked if anyone had a conflict of interest, to which there was none.

5. Tropical Storm Helene - Reflections of Town Council

Town Council members providing comments and reflections on the Tropical Storm Helene disaster and recovery efforts.

6. Consent Agenda

Interim Town Manager Harris provided a review of the consent agenda items:

- 5.1 Monthly Tax Report, Refunds/Releases
- 5.2 Budget Amendment- Storm Related Donation
- 5.3 Resolution Approving Donation of Surplus Property- Patrol Vehicle
- 5.4 Street Paving Contract- Final Change Order/Closeout
- 5.5 Approval of Consent Agenda Items

Motion to approve and adopt the Consent Agenda Items as presented.

Moved by: Doug Jackson

Aye Peter McGuire, Doug Jackson, Michelle Wood,
Dee Lawrence, Patrick Fitzsimmons, John
Chase, and Catherine Cordell

Carried 7-0

7. Interim Town Manager's Report

Manager Harris reviewed the following updates:

- Solor Panel Project at the Fire Station
- Property Reappraisal Delay
- Fireworks-quote from Pyrotecnico for the July 4th Celebration 2025
- HR Outsourcing Audit Update
- Elections

8. General Public Comments

Darla LeTourneau stated she was in favor of a consultant firm for the Town Manager search and requested a public input session addressing the Town Manager search.

Jeff McKenna provided reflections of Helene disaster and recovery responses. Mr. McKenna noted that the Town planned for and purchased Public Works Water

Treatment Plant backup generators which was timely and that he was in favor of the Town of Marshall vehicle donation.

Richard Cupp recounted the annexation of his residence years ago. He addressed the storm and thanked the town for infrastructure and services in the recovery and response.

9. Discussion & Action Items

9.1 Town Manager Hiring Update

Note: Technical difficulties were experienced that prevented remote participation by Steve Strauss of Developmental Associates, so this discussion item will be included in an upcoming Town Council meeting.

9.2 Sister City Resolution- Weaverville, California

Motion to approve the Sister City Resolution with the Town of Weaverville California, County of Trinity to establish a Sister City relationship.

Moved by: Catherine Cordell

Aye Peter McGuire, Doug Jackson, Michelle Wood, Dee Lawrence, Patrick Fitzsimmons, John Chase, and Catherine Cordell

Carried 7-0

9.3 Tropical Storm Helene Response and Recovery Update & Actions

Interim Town Manager Harris provided a comprehensive report on the impact of Tropical Storm Helene and the Town's response and recovery efforts on a department-by-department basis.

Debris removal was discussed and Town Council was asked to approve the use of Southern Disaster Recovery (SDR) for debris removal and disposal under their existing state contract and pricing. Staff also recommends that the Town engage DebrisTech as a debris removal monitor to work alongside SDR and Town staff in order to properly calculate the amounts and types of debris removed as this is required for reimbursement under FEMA. DebrisTech also operates under a state contract and pricing. The Town is responsible for providing a temporary debris management site for the processing of the debris.

Staff has identified a property for this purpose and hopes to put an agreement in place as soon as possible. Town Council is asked to provide authority to the Interim Town Manager to sign a short-term lease, license, and/or access agreement, subject to Town Attorney approval, to secure a site that is large enough and located in an area that allows for efficient management of the Town's debris.

Staff recommends contracting with WithersRavenel for FEMA grant administration and related services for Tropical Storm Helene recovery. These services are needed to help the Town properly complete all FEMA requirements for financial reimbursement in order to maximize funds for recovery.

Motion to approve 1) the use of Southern Disaster Recovery (SDR) for debris removal and disposal based on the current state contract and pricing; 2) to approve the use of DebrisTech for debris removal based on current stated contract and pricing; 3) grant authority to the Interim Town Manager to execute a lease, license, and or agreement for a temporary debris management site, subject to Town Attorney approval, 4) approve the use of WithersRavenel for FEMA grant administration and related services and 5) authorize Interim Town Manager, Town Clerk, Finance Director and Town Attorney to execute and an all documents to put in place the agreements as soon as possible and issue notices to proceed on the debris removal and disposal work.

Moved by: Dee Lawrence

Aye Peter McGuire, Doug Jackson, Michelle Wood,
Dee Lawrence, Patrick Fitzsimmons, John
Chase, and Catherine Cordell

Carried 7-0

9.4 **Annexation Petition/Conditional District Request- AdventHealth**

Planning Director Eller reviewed the voluntary annexation petition for a Conditional District application and proposed resolution to develop a 30-acre hospital and medical office complex on property near US Highway 25/70, Monticello Road, and Ollie Weaver Road. Mr. Eller explained the need to add additional acreage of approximately 7.30 acres in the request to be added to the Town's municipal limits. He provided the site plan overview, medical facility layout and specs. If Town Council wishes to proceed, the Resolution directs the Town

Clerk to investigate the sufficiency of the petition and requests a review of the conditional district application from the Planning Board for a recommendation. There were no Town Council comments noted on the conditional district application.

Motion to approve the resolution concerning a voluntary annexation petition of +/- 7.30 acres owned by AdventHealth Asheville, INC. Weaverville Annexation No. 2024-5.

Moved by: Peter McGuire

Aye Peter McGuire, Doug Jackson, Michelle Wood, Dee Lawrence, Patrick Fitzsimmons, John Chase, and Catherine Cordell

Carried 7-0

9.5 **Quarterly Report - Planning**

Planning Director Eller provided the quarterly Planning Department report for July, August and September of 2024.

New Code Enforcement and Planning Assistant, Graham Crawford was introduced.

Mr. Eller pointed out that under the State Disaster Recovery Act, we cannot charge for permits from damage caused by Tropical Helene. There will be a financial impact due to no fees for zoning permits. Per Statute this has been noticed on the Town's website.

10. Adjournment

There being no further business and without objection, Mayor Fitzsimmons adjourned the meeting at 7:20 p.m.



Tamara Mercer, Town Clerk



Patrick Fitzsimmons, Mayor