



Town Council Workshop - Dec. 10 2024 Minutes

Tuesday, December 10, 2024 at 6:00 PM

Town Council Chambers, Town Hall, 30 S. Main St. Weaverville, N.C.

1. CALL TO ORDER

Roll Call - Town Council Present: Vice Mayor John Chase, Council members Doug Jackson, Catherine Cordell, Peter McGuire, and Dee Lawrence

Absent: Mayor Patrick Fitzsimmons and Michelle Wood

Staff Present- Interim Town Manager Scottie Harris, Public Works Director Dale Pennell, Water Plant Superintendent Randall Wilson, Finance Director Tonya Dozier, Attorney Jennifer Jackson, Town Clerk Tamara Mercer, and A/V Coordinator Lauren Ward.

2. Water Requests

2.1 75 Cole Road Renewal Request

Public Works Director Pennell provided an overview of the project for 75 Cole Road apartments noting the reasons for the water renewal request. He reviewed the deadlines over the course of the project, and highlighted updates to the project, specifically for smaller units of one-bedroom apartments. The developer is requesting less water allocation of 64,000 gallons. Which is a decrease from 67,000 gallons.

The Public Works Department has reviewed the application and determined there is adequate water capacity available to serve the development and Mr. Pennell recommended approval of the water renewal.

Motion to approve the renewal of the water commitment located at 75 Cole Road based on the updated request for 64,000 gallons per day.

Moved by: John Chase

Aye Peter McGuire, Doug Jackson, Dee Lawrence, John Chase, and Catherine Cordell

Carried 5-0

2.2 40 Doan Road Request

Mr. Pennell reviewed application submitted by CBG Engineers for 4,000 GPD to serve a 10-home single family subdivision located at 40 Doan Road, property that is approximately 3 acres. He noted the subject site plan.

Mr. Pennell said the applicant is aware that a 6" public water line will need to be extended for approximately 250 feet at the developer's expense along Doan Road from the town's 10" water line in Doan Road which terminates at the meter vault.

The subject site is located outside of town limits. The town has typically required a developer who requests water to apply for annexation when the proposed project is outside town limits. However, in this case, Town staff believes that it might not make sense for the Town to annex the site in order to supply municipal services that far outside of the Town's primary borders or to add to the Town's satellite annexation percentage, especially when considering the 10% maximum satellite annexation limitation and other larger tracts that have expressed preliminary interest in annexing.

Staff can recommend the 4,000-gallon water allocation even though the site is located outside of town limits as this is similar to the channel crossing past June Bug. In that case, the town granted the water without required annexation. Mr. Pennell added that Council may not require the annexation due to the distance from Town limits.

Motion to approve the water allocation request for 40 Doan Road Subdivision as presented and without requiring annexation.

Moved by: Dee Lawrence

Aye Peter McGuire, Doug Jackson, Dee Lawrence, John Chase, and Catherine Cordell

Carried 5-0

2.3 AdventHealth Request

Mr. Pennell reviewed the AdventHealth Buncombe County Campus request for water commitment serving a four-building complex located at the hospital campus adjoining US 25-70 and Ollie Weaver Road. He explained the layout of the site plan which is on the property that was previously planned for 244 apartments. The project engineers initially requested 98,000 gallons, but upon assessment, the new request is for a total of only 63,500 per day which is actually less for the hospital than the apartment complex across the roadway. Public Works Department has determined that adequate water capacity is available to serve the request. The developer will extend the town's 12 water line along Ollie Weaver Road to their site at the developer's expense.

There was a question-and-answer period regarding, campus layout, number of beds, (101 beds), and medical office buildings for 57 practitioners, medical facility, ambulatory usage and allocations based on their other similar facilities.

Motion to approve the water commitment/extension request for AdventHealth Buncombe County Camp conditioned upon all parcels within the project being annexed into the Town's municipal limits.

Moved by: Doug Jackson

Aye Peter McGuire, Doug Jackson, Dee Lawrence, John Chase, and Catherine Cordell

Carried 5-0

2.4 21 Parker Cove Road Request

Mr. Pennell reviewed the request for water allocation for a 45-lot subdivision submitted by Greenstreet Capital Partners with a request for 18,000 gallons per day. He noted the site plan layout.

The water lines will be required to be a minimum 6" diameter with fire hydrants, to be installed at the developer's expense and to be turned over to the town for ownership and maintenance upon completion. The preliminary site plan shows the proposed lines to be installed in a private road right-of-way (Water Leaf Drive) outside the project boundary, within the NCDOT road right-of-way for Parker Cove Road adjoining the project, and within several 20' wide private alleys and roads with unknown widths on the property.

The Public Works Director has found that there is sufficient capacity within the Town's water system to provide this project with water without affecting existing customers. He did include that the required 20-foot utility right-of-way was not shown on the plans

There was a question-and-answer period regarding utility easements, the alleyway, the rights-of-way, waterlines, Water Leaf Drive and timeline for the Town accepting the roadways, and ROW conflicts.

Vice Mayor Chase noted the recommendations as submitted by the Planning Board, and there was general consensus to table the request until the departments and staff can address the concerns as referenced above.

Motion to table the item water request located at 21 Parker Cove Road until more information and clarification regarding the aforementioned concerns were addressed.

Moved by: Doug Jackson

Aye Peter McGuire, Doug Jackson, Dee Lawrence, John Chase, and Catherine Cordell

Carried 5-0

3. Water Meter Conversion Project Update

Mr. Pennell discussed the Water Maintenance Division matter regarding the conversion from the radio-read water meters to the cellular-read meters. Casey Roberts, Water Distribution Superintendent, was also present.

Pennell said the radio-read meter project was completed and fully installed in 2020. With the new meters the staff accomplished meter reading in three days instead of a week. Water bill discrepancies and usage discrepancies were also correctly addressed. The radio-read meters are no longer available and the Town is having to switch to cellular-read meters with data automatically uploaded. The Town recently purchased 88 new meters and 60 were

installed and tested. The staff training is completed, and reception is excellent. The town needs to replace over 3,000 meters in addition to adding new customers into the system.

There was further discussion on costs, supplies, product warranty, cellular service, 5-G and reception frequencies, inference and licensures, and the timeframe for installation using a vendor. Mr. Pennell approximated the costs for this upgrade at \$982,000, so this is a large financial project that will have to be addressed in the upcoming FY25/26 budget..

Vice Mayor Chase asked staff to provide several options for Town Council to consider during budget deliberation including doing the project in phases over several budget cycles and doing the project all at once.

4. Lead Service Line Project Update

Mr. Pennell provided information concerning the EPA (Environmental Protection Agency) Lead Service Line Find and Replace Project, which requires that which requires the Town to take certain steps to eliminate lead from the water system and homes. This mandate is unfunded. Mr. Pennell stated that the Public Works Department met the NCDEQ deadline of October 15th by submitting our inventory of 3,331 water meters inspected to confirm the existence of any lead components or unknown service materials.

Further, he said Staff accomplished the NCDEQ requirement to notify all meter customers in writing. The Letter informed residents such as galvanized materials or if there are unknowns and the town provided homeowners with water test kits per citizens requests.

The engineering report provides the timeline for funding the 'find' portion of the mandate and the 'replace' portion, which is within a 10-year span. NCDEQ approved the application for funding the project via a loan in the amount of \$2,000,000. Mr. Pennell explained the reasons staff recommends not accepting the loan, including specifically a required administrative fee that would exceed the Town's cost in funding this project itself.

There was discussion regarding the sample sites for Tier 1, Tier 2, Tier 3, etc., negative samples, consultant costs, NC State 2-million loan from State Water Infrastructure Authority, Lead Service Line Replacement program, scheduled deadlines, Federal regulations and future expenses. GIS mapping of the waterlines is completed for the inventory project.

Mr. Pennell added that the Town's water fund is healthy, and it probably does not make sense to use the loan as the town has the funding. There was general Town Council consensus to decline the loan offered on this project.

5. Water Treatment Plant Update

Water Treatment Plant Superintendent Wilson reviewed the resiliency project, water expansion project, and raw water pump station repairs after Hurricane Helene. He said the generators and transfer switch have been delivered and are ready to install.

Discussion included the water treatment plant expansion timeline, review process, State final approval review and we estimate to begin the project in 2026.

The raw water pump station replacement and repair of station in aftermath of storm, at a cost of approximately \$75,000 should begin January 1st.

The town was awarded the State Gold Star for the water treatment plan for 2023, the AWOP award for the 15th consecutive year.

6. ADJOURNMENT

There being no further business and without objection, Vice Mayor Chase adjourned the meeting at 7:06 p.m.



Patrick Fitzsimmons, Mayor



Tamara Mercer, Town Clerk