



## Town Council Special Called Meeting Minutes February 2, 2026

The Town Council held a Special Called meeting on Monday, February 2, 2026, at 6:00 p.m. Because of dangerous road conditions and extreme cold expected on February 2, 2026, the in-person meeting was converted to a remote electronic meeting via Zoom Meetings as allowed by N.C. Gen. Stat. 166A-19.24 based on the Governor-issued State of Emergency that was in effect until February 20, 2026, and upon proper notice being provided.

Remote Zoom Meeting Link: <https://www.youtube.com/watch?v=uWUMRbxCys8>

### 1. Call to Order

Mayor Lawrence called the electronic meeting to order at 6:00 p.m.

Clerk Mercer took roll call in remote attendance were the following Town Council Present: Mayor Dee Lawrence, Vice Mayor John Chase, and Councilmembers Peter McGuire, Jennifer Young, Phil Barnett, Mark Endries, and Andrew Nagle.

Staff Present- Town Attorney Michael Frue, Town Manager Scottie Harris, Assistant Town Manager Jennifer Jackson, Planning Director James Eller, Public Works Director Angela Reece, Assistant Public Works Director Eric Cutshall, Water Treatment Plant Superintendent Randall Wilson, Finance Director Tonya Dozier, Town Clerk Tamara Mercer, Community Center Manager Mike DeSerio, Police Chief Somer Oberlin, and A/V Coordinator Lauren Ward.

### 2. Approval/Adjustments to the Agenda

*Motion to remove Consent Agenda item 4.G. concerning Board Appointments, and place the item on the February 23, 2026, Town Council Meeting agenda and to approved the agenda with that adjustment.*

*Moved by: Jennifer Young*

**Aye** Peter McGuire, Dee Lawrence, John Chase, Mark Endries, Jennifer Young, Phil Barnett, and Andrew Nagle

**Carried unanimously. 7-0**

### 3. Conflict of Interests Statement

Mayor Lawrence stated it is the duty of Town Councilmembers to avoid both conflicts of interest and appearances of conflicts. Councilmember Barnett stated his company employs Gould Killian CPA Group for accounting services to which Attorney Frue noted that would not be a conflict of interest in receiving the Audit Report into the record. No member had any known conflict of interest or appearance of conflict with respect to any matters on the agenda for tonight's Town Council meeting.

#### 4. **Consent Agenda**

Town Manager Harris reviewed the consent agenda items as follows:

*Motion to approve the consent agenda items as presented.*

*Moved by:* Andrew Nagle

**Aye** Peter McGuire, Dee Lawrence, John Chase, Mark Endries, Jennifer Young, Phil Barnett, and Andrew Nagle

**Carried unanimously. 7-0**

- A. December 9, 2025, Town Council Workshop Meeting Minutes - approved as presented
- B. December 15, 2025, Town Council Workshop Meeting Minutes - approved as presented
- C. January 12, 2026, Town Council Workshop Meeting Minutes - approved as presented
- D. Monthly Tax Report, Refunds/Releases - approved as presented
- E. Budget Amendments for Public Works, Police and Fire Departments - approved as presented
- F. 2026 Meeting Schedule and Amendment to Rules of Procedure - approved as presented
- G. Board Appointments – Planning Board & Board of Adjustment - [Removed from Consent Agenda and to be placed on Town Council February 23, 2026 Meeting agenda]
- H. Changes to Rules of Procedure – Planning Board & Board of Adjustment - approved as presented
- I. Water Treatment Plant (WTP) Resiliency Project- Change Order #1 - approved as presented

#### 5. **Town Manager's Report**

Town Manager Harris reviewed the following project updates, communication statuses, and events calendar:

- Lake Louise Ice /Cold Weather Safety Message
- Helene Local Government Capital Grant fund
- Town Manager's Community Conversations on Feb. 17th at 6:00 pm
- Duke Energy Project Improvement updates
- Tree Inventory and Assessment Management Report
- Budget Calendar for FY:2026-27
- Essentials of Municipal Government Councilmembers' Training
- NC League of Municipalities City Vision
- Proposed New Residential Zoning Districts update
- Insurance Services Office (ISO) Inspection
- Countywide Fire Tax District
- Butterfly Trail Installation
- Waterline Replacement Project Stony Knob Area update
- Stormwater Project - Lake Louise Drive
- Public Safety Facility Fire Hydrant Repairs
- Upcoming Town Meetings and Events Calendar

#### 6. **Public Comment**

Public Comment emails submitted on-line were read into the record by Town Clerk Mercer:

Bob & Deb Davis: We are relatively new residents in the town (3 1/2 years). We moved here for a number of reasons; numbered among them was the beautiful tree cover, particularly along the main street. Obviously, everyone got whacked by Helene; nothing to prevent or stop that. But now we keep

seeing trees being cut down all over town for no discernable reason. Today we saw yet another beautiful old tree being cut down at the corner of Main & Hamburg Mountain Road. If this is a reaction to Helene to prevent further tree falling, the horse is already way out of the barn. Our question is; are you ever going to stop cutting down our beautiful tree cover??

Keith McCurry: I just wanted to let town council know of the situation that took place on Jan. 21st and 22nd on our property. On Wednesday morning Jan. 21st Duke Energy contractors cut a road onto my property from the 10 Silverwood Farm Rd. property to connect to Ray Hollar Rd. Which is my family's private driveway. This road was done on my property without notification, permission or easements signed. When questioned why this is being done, the Duke contractor stated that the landowner/developer of 10 Silverwood Farm Rd. did not want the permanent access road to the new switch station that was built on the 10 Silverwood farm property to go thru the development that is being proposed. Again, this was done without notification, permission or easements signed. They trespassed on my property without any due process. This road is now completed. We are seeking legal counsel on this matter.

Steven Nash: I am confused as to why many of the town's roads have been plowed, but South Main St. has been notably ignored. The schools have plowed parking lots, but South Main is covered with packed snow likely to freeze overnight. Why were these roads not cleared? Whose responsibility is that? I don't see how schools open tomorrow with the road uncleared. Thank you.

Nancy Waldrop: Thank you for all you have done during the recent snowstorm and winter weather to make sure our streets were in the best condition possible, both before the bad weather hit and in its aftermath. It is a reassuring sight to see those trucks coming thru the neighborhood @ 5AM in the morning to allow residents to get out safely as quickly as possible. Your efforts and good work are greatly appreciated!

Present on the Electronic Zoom Link- Ron Dame: expressed concerns not receiving any CodeRED notifications from the Town. He will get in touch with the Town Clerk to rectify this matter.

All those given an opportunity to address Town Council, Mayor Lawrence closed the public comment portion of the meeting.

## **7. Discussion & Action Items**

### **A. FY2024-2025 Annual Financial Audit Presentation**

Mr. Travis Keever of Gould Killian CPA Group provided the audit overview and reviewed the summary of financial statements for June 30, 2025, and audit findings, wherein they noted no material weaknesses in internal controls, and issued an unmodified (clean) opinion with no instances of material noncompliance with laws and regulations. A single audit for FEMA funding was also performed for legal compliance.

Mr. Keever said the Water and Sewer fund assets are approximately 50% depreciated. This is indicative of significant capital needs related to water/sewer infrastructure in the near future. In fiscal year 2025, the water fund expended \$725,000 on capital items and is in beginning stages of a major expansion project. General Fund summary for revenues was reviewed for ad valorem taxes, unrestricted intergovernmental, local option sales, and yearly comparisons information provided. Public safety, general government, and sanitation and stormwater expenditures were noted with yearly expense comparisons. Available fund balance summaries were provided for the past three years. The water enterprise fund summary included working capital, operating income, net position, cash flows and net increases in cash. Mr. Keever reviewed accounting practice suggestions and internal control conclusions.

**B. Water Request - 10 Silverwood Farm Road – LDG**

Town Manager Harris reviewed that the Town had received a water commitment/extension request dated November 5, 2025, that was submitted by Chris Dischinger of LDG for the development located at 10 Silverwood Farm property. Their request indicated that a proposed development on the property would consist of 17 multi-family apartment buildings (24 units per building), 180 residential subdivision lots, and a commercial component. They requested domestic water service for the units totaling approximately 118,470 GPD. Staff noted that it was determined that our water system has adequate capacity to serve this project.

The Town Attorney, Town Manager, Public Works Director are recommending approval of this application.

In response to Councilmember Nagle's question, Attorney Frue addressed the USDA loan, the water capacity and water commitment/extension request, and the project engineering.

*Motion to approve the water commitment/extension request for the project at 10 Silverwood Farm Road being developed by LDG be approved upon payment of the associated fees as set out in the Town's current fee schedule.*

*Moved by:* Phil Barnett

**Aye** Peter McGuire, Dee Lawrence, John Chase, Mark Endries, Jennifer Young, and Phil Barnett

**Nay** Andrew Nagle

**Motion Carried. 6-1**

**C. Water Request - 830 New Sock Rd - 114 Lot Residential Subdivision**

Public Works Director Angel Reece stated the Town has received a water commitment application for a proposed single family residential subdivision on approximately 58 acres at 830 New Stock Road. This application requests 45,600 gallons per day to serve 114 residential lots. The property is in the unincorporated area of Buncombe County and approximately ½ mile from the Town's municipal borders. An annexation petition has not been submitted, but the property owner may be willing to submit one should Town Council wish it to do so as a condition of a water commitment.

A waterline extension will be needed to provide water to this property and through the subdivision. This request is brought to Town Council pursuant to Code Section 30-79 which requires Town Council's approval on any extensions to the Town's water system. The Public Works Director has reviewed the request and has found that, at this time, there is sufficient capacity within the Town's water system to accommodate this request without any adverse effects on service to the Town's current water customers.

Further Council discussion included whether to require annexation, the percentage of non-contiguous satellite land, zoning, lot size and single-family subdivisions, infrastructure improvements such as MSD sewer versus septic systems, who pays for the waterline extension, Fire Department and Police Department costs, the permitting process and the Buncombe County environmental review, forest preservation and open space regulations.

*Motion to approve the water commitment/extension request for the project located at 830 New Stock Road conditioned upon annexation into the Town and, therefore, development approval by the Town.*

*Moved by:* Peter McGuire

**Aye** Peter McGuire, Dee Lawrence, John Chase, Mark Endries, Jennifer Young, Phil Barnett, and Andrew Nagle

**Carried unanimously. 7-0**

**D. On-Call Engineering Services - Selection and Master Agreements**

Public Works Director Reece reviewed that the Town of Weaverville released a Request for Qualifications (RFQ) for engineering services on October 7, 2025, seeking Statements of Qualifications from qualified firms, or individuals, licensed in the State of North Carolina, to provide multi-disciplinary professional engineering services on-call/as-needed for the town. The selected firms are expected to provide the Town with a flexible and effective way to respond to a range of engineering needs with ready multi-dimensional services, as needed.

The town received six letters of interest, and the evaluation committee evaluated all submittals and scored each using the criteria outlined in the RFQ. All firms were invited to interview with the Evaluation Committee. Following the interviews, the three firms with the highest ratings were selected as successful firms to be considered for recommendation of award of contracts. As a result of the qualifications-based selection process, the reviewers have determined Kimley-Horn, Terra Firma Design, and Three Notch Group to be most qualified. Master service agreements for each have been obtained and will allow the Town to negotiate a scope of work and fee for any such project deemed necessary to provide multi-dimensional engineering services to support the project.

Reece reviewed a proposed resolution which selects these recommended three engineering firms and approves their respective master services agreements.

*Motion to approve the Resolution to select Kimley-Horn, Terra Firma Design, and Three Notch Group as the most qualified engineering firms and to enter into master service agreements with each to provide on-call/as needed engineering services to support the Town of Weaverville as presented.*

*Moved by: John Chase*

**Aye** Peter McGuire, Dee Lawrence, John Chase, Mark Endries, Jennifer Young, Phil Barnett, and Andrew Nagle

**Carried unanimously. 7-0**

**E. USACE Grant for Water System Improvements Project**

Assistant Town Manager Jackson stated the Town was awarded a \$4 Million grant from the US Army Corps of Engineers (USACE) for water system improvements. These monies are being used by USACE to install a redundant waterline across Reems Creek and for replacement of aging and undersized waterlines in the downtown area. There is a \$1 Million monetary cost share that the Town will need to contribute, but this grant allows the Town to get approximately \$5 Million in capital improvements accomplished.

In response to Councilmember McGuire inquiry, Jackson reviewed the timeline, the Town's cost share, how this grant works with USACE performing the project work, the phasing of the projects, and the description of the project which includes replacements of undersized lines, better fire suppression and more effective fire hydrants, and the installation of a redundant waterline extension across Reems Creek.

*Motion to approve the Project Partnership Agreement as proposed.*

*Moved by: Jennifer Young*

**Aye**

Peter McGuire, Dee Lawrence, John Chase, Mark Endries, Jennifer Young, Phil Barnett, and Andrew Nagle

**Carried unanimously. 7-0**

**F. Planning Department Quarterly Report**

Planning Director Eller reviewed the report reflective of permits issued in October, November and December of 2025, and Planning Board and Board of Adjustment activity during the same period. Year-end numbers as well as year over year comparisons have also been provided, including comprehensive plan land development regulations updates and zoning text amendments related to Session Law 2025-94.

**G. Finance Department Quarterly Report**

Finance Director Dozier reviewed the financial report with summaries of revenues and expenditures, capital project funds such as the Water Treatment Plant Expansion Project, line-item details in the new accounting system, and Helene Disaster Response and Recovery grant project funding and FEMA closeout were explained by Director Dozier.

**H. Community Center Quarterly Report**


Community Center Manager DeSerio reviewed the private rentals revenues, community programs run by volunteers, and relocations of programs due to Primary Elections held at the Community Center during February and early March.

**8. Adjournment**

There being no further business and without objection, Mayor Lawrence adjourned the meeting at 7:51 p.m.



Gary D. Lawrence, Mayor



Tamara Mercer, Town Clerk