

# Minutes of Town of Woodfin Board of Commissioners

## Regular Meeting of September 15, 2020

### Regular Meeting 6:30 PM

Be it remembered: That the Board of Commissioners met in regular session on Tuesday, September 15, 2020 at the Woodfin Town Hall Boardroom, Woodfin, North Carolina at 6:30 pm. The following town business was conducted:

Mayor Jerry VeHaun, called the meeting to order at 6:37 p.m. with the following board members present:

Jackie Bryson

Jim Angel

Donald Hensley

Ronnie Lunsford

Debbie Giezentanner

Donald Honeycutt

The Agenda was read by Mayor Jerry Vahaun.

The Invocation was led by Commissioner Honeycutt.

**Approval of the Agenda** –A motion to approve Agenda as presented was made by Vice Mayor Giezentanner. Motion 2 was made by Commissioner Bryson. All in favor.

**Approval of the Minutes** –A motion to approve the minutes as presented was made by Commissioner Angel. Motion 2 was made by Commissioner Honeycutt. All in favor

**Public Forum-** Due to the COVID-19 pandemic and the limits of social distancing, no public attendance will be permitted. However, the public is invited to watch the meeting via Facebook

Live <https://www.facebook.com/townofwoodfin/>

**Begin/6:39pm End/6:46pm**

**Planner (Michael Saunders)** read the following email to the Board by Rita Gentry, Board Chair and representative for the Rock Springs Subdivision HOA. Rita requested clarification on what circumstances apply for Woodfin to take over maintenance of privately owned roads. Requesting more details what is considered five (5) years of maintenance.

**Commissioner Hensley**-Up to standard. Neighborhood needs to maintain road for five (5) years, with no major expenditures to road in this time frame.

**Vice Mayor Giezentanner-** Suggested pulling all documentation that lists what the Town considers the standard for road maintenance. Send copy to Rock Springs HOA.

**Hensley-** This road previously checked and was not up to the Towns Standard for road conditions. Will send HOA the Benchmark on what is necessary for the Town of Woodfin to take over maintenance of the Rock Spring Subdivision roads.

**Town Administrator (Eric Hardy)** discussed with the Board an alternate way to hold Public Hearings during Covid 19 restrictions. After the Presentation from McGill & Associates from the NEW BUSINESS part of Agenda, regarding water line extension grant, there will be a 24 hour delay of vote to allow for Public Comment. The Board will reconvene Thursday, September 17, 2020 to vote on this Agenda item.

### **New Business: Begin/6:47pm End/ 7.03pm**

1. **Public Hearing on proposed waterline extension funded through Community Development Block Grant.** Mayor Jerry Vehaun-Read the Agenda item.

**Eric Hardy**-Referred the Board to Commissioners meeting for the month of August,when McGill and Assoc. made a presentation on a grant for Water Line Extension.

**Keith Webb**- Informed the Board that this Public Hearing is required by the CDBG Grant application. Water lines will be extended in three (3) different areas west of the River. Might not have enough funding to complete all projects with up to a \$2,000,000.00 dollar budget but will try to cover as many areas as possible to meet the 51% low to medium income threshold for grant. Purpose of hearing is to gauge questions from the Community.

**Grant Administrator (Karen Kiehna)** Read from script and reviewed checklist on proposed water line extension to be in compliance with the Community Development Block Grant (CDBG). Want to cover a maximum amount of area over a two (2) year period. Grant will provide extension of water lines to the following unserved areas along Ingle Road, Lane Parton Road, Trust Haven, Grassy Glen Lane, Standing Wood Drive, Hollifield Road, Rocky Slope Road, Old Leicester Road, Old Logging Road, Short leg Road, Fern Stone Road, Flynn Branch Road, Parham Hill Drive, and Beagle Run connecting at Craggy Bridge. Application deadline submitted by November 17, 2020. Any complaints regarding public hearing should be addressed within ten (10) business days. Any grievances will be addressed by the Town within ten (10) business days.

2. **Consideration of a resolution to proceed with application for Community Development Block Grant to fund 100% of waterline extension.** This vote will be postponed until Thursday, September 17, 2020 to allow for Public Comment.

3. **Consideration of a proposal to proceed with application for NC Dept of Environmental Quality 205j grant to fund 90% of stormwater system inventory.** Michael Saunders discussed grant proposal to the Board. Asked the Board to consider a grant proposal and to proceed with application for the North

Carolina Department of Environmental Quality 205j grant to fund 90% of Storm Water System inventory. Grant application proposal requires approval by the Board. Land of Sky Regional Council approached Town of Woodfin and offered to help create an online, interactive Stormwater Inventory System. This project requires the following actions which include applying for the 205j grant, and the Town matches the fee in the amount of \$1287.67. Land of the Sky Regional will apply for grant and map out Towns Storm Water System. Motion to proceed with application for the Department of Environmental Quality 205j was made by Vice Mayor Giezentanner. Motion 2 was made by Commissioner Hensley. All in favor.

**Reports:**

**Police-** Chief Mike Dykes reviewed totals with the Board. Staffing- The town has hired two (2) new patrol officers to fill vacant positions. Evidence Custodian, Ricayla Harris, resigned. Detective Caleb Harris graduated from Western North Carolina Law Enforcement Leadership Academy. Chief thanked the Board for support.

**Commissioner Honeycutt-** Thanked Officers for hard work.

**Public Works-** Eric Hardy reported to the Board no major changes. There has been a new hire for Public Works, Joshua Wilson. Limit on Brush pickup begins Thursday, October 1<sup>st</sup>, 2020. Notices will be placed on trash cans concerning Brush Pickup. Town is expanding parking lot at Town Hall with a cost of \$9500.00

**Honeycutt-** Asked condition of Public works.

**Eric Hardy-**Town has just recently hired new Public Works employee (Joshua Wilson) to fill vacancy. Town will start this week trying to get parks back open week. Town in process of installing sanitation stations around parks along with signage referring to Social Distancing and Hand washing.

**ABC- (Tom Spradling)** Board chair reviewed totals to the Board. Discussed remodel of storage room, and new construction of receiving dock. Estimated cost around 205,000.00 and \$210,000.00 for remodel. ABC Board already have funds in place to cover costs. Tom also reported a huge increase in percentage of sales in the past couple of months.

**Commissioner Hensley-** Questioned total cash on hand.

**Tom-** \$728,000.00 on hand.

**Administration-**Eric Hardy Reviewed totals for the FY 2021 Budget vs. Actual, FY 2021 Over/Under expenditures. Discussed sales tax trend. No new contracts from last meeting.

Planning and Zoning – for month 1 notice of violation, 3 Variance requests, and 1 Subdivision review.

17 Candidates have applied for new Planning Director position. Will make decision by end of month. P&Z meeting on September 16<sup>th</sup>, and 17<sup>th</sup> to be held at New Bridge Baptist Church. Discussed Budget for 2020.

**Greenway-Blueway-**Silverline Park Construction to begin September 22,2020 and Roof replacement of the Doggie Daycare to begin September 28, 2020. Asked the Board about fundraising alternatives.

**Riverside Park Expansion-** 1. RFQ in development.

2. Scope to include Whitewater Wave.

3. Target RFQ out October 1<sup>st</sup>, 2020

**Greenway-** No changes due to NC DOT funding freeze. Should only be temporary. Town needs to look into Fundraising alternatives.

**General Project Update-** Linda Giltz will be applying for several grants and loans in coming months.

**Riverlink-** Now hosting updates on their website.

**Vice Mayor Giezentanner-** Will Towns website still be main source of information?

**Eric Hardy-** Yes. For specifics into Greenway-Blueway. Such as Contracts and Plans.

**Silverline Park-** Couple of delays mostly due to weather conditions. Survey was completed on September 14, 2020.

**Commissioner Lunsford-** Met roofer for Doggie Daycare Building. Town only received one estimate for roofing job. All roofs will be matching red.

***Motion 1 was made to move to closed session was made by Vice Commissioner Angel. Motion 2 was made by Commissioner Honeycutt. All in favor.***

***Executive Session: Begin/8:25pm End/ 8:58pm***

**Closed Session: The Board will adjourn into closed session to discuss legal matters in compliance with NCGS § 143-318.11(a)(5) as well as personnel administrative matters.**

- Board discussed status of rental agreement.

**-Commissioner Honeycutt-** Asked about Status of lawsuit involving the Town.

***Commissioner Angel made a motion to go back to regular session. Motion 2 was made by Commissioner Bryson. All in favor.***

***Meeting is Adjourned until Thursday September 17, 2020 at 1:00pm.***

**Mayor Jerry VeHaun called the meeting back in session Thursday, September 17, 2020 at 1:00pm with the following Board Members present: Commissioner Hensley, Commissioner Lunsford, Commissioner Angel, Commissioner Bryson**

**Commissioner Honeycutt, and Vice Mayor Giezentanner were present through conference call.**

**2 Consideration of a Resolution to Proceed with the Application for the Community Development Block Grant.** There was a 24hr. delay on this vote to allow for public comment. Motion 1 was made by Commissioner Angel to approve Resolution to proceed with the application for the Community Development Block Grant. Motion 2 was made by Vice Mayor Giezentanner. All in favor.

*Board also met with John Holdsworth*

*Meeting Adjournment: 2:17pm*

