

Town of Fletcher
Agenda Review Meeting
Minutes
June 6, 2016

Call the meeting to order at: 06:03 pm

Those who were in attendance are as follows:

Mayor Bill Moore
Mayor Pro-Tem Eddie Henderson
Councilwoman Sheila Franklin
Councilman Bob Davy
Councilman Hugh Clark
Town Manager Mark Biberdorf
Planning & Zoning Director Eric Rufa

Invocation: Mayor Bill Moore

Pledge of Allegiance: Councilman Hugh Clark

****Public Input****

None at this time

Approval of Minutes-corrections, additions or deletions.
(5/2, 5/9 & 5/14)

Mayor Moore: asked council to view the minutes and let any changes be known next week at the regular meeting.

Council Updates:

Councilwoman Sheila Franklin: None at this time

Mayor Pro-Tem Eddie Henderson: None at this time

Councilman Bob Davy: None at this time

Councilman Hugh Clark: Commented on the drainage project in the park and how well it was going wanted to know if any of the trees that were removed will be replaced. He also stated that the ball fields look good as well.

Town Manager Mark Biberdorf stated that he is going to be meeting with Ben Cathy tomorrow on site and we will be discussing this. (Tree replacement)

Consent Agenda

Tax Refunds/Releases

Reappointment of Brenda Ford and Joe Tandy to the Fletcher Planning Board for a new three year terms effective July 13, 2016.

Set Public Hearing for the July 11, 2016 meeting regarding several possible amendments to the Fletcher Land Development Code.

Planning & Zoning Director Eric Rufa went over the purposed recommended changes to be made to the Land Development Code.

Amendments are as follows:

Accessory buildings in the C-1, CBD, NBD and the Heart of Fletcher Overlay Districts must be placed at the rear of the property and to the maximum extent possible to be kept out of view from the street.

Cargo Shipping containers (either on or off a tractor trailer) may not be utilized as permanent accessory buildings in the C-1, CBD, NBD, or C-2 zoning district, nor in the Heart of Fletcher Overlay District.

Temporary Storage: Temporary "PODS" type storage containers may be utilized without a permit, for a period of 90 days, with a 30 day extension allowable under extenuating circumstances.

Recreational Vehicles (RV's) and Campers: Outside of an approved campground, one recreational vehicle or camper may be permitted on a residential lot, without a permit, but may not be permanently hooked up to water sewer, or power. The RV or camper must be properly licensed and registered and cannot be occupied for a period of more than 30 days up to four (4) times per calendar year (outside of an approved campground).

Discussion Followed:

Update on the status of the Highway 25 Corridor Project and selection of firm for Preliminary engineering-Mark Biberdorf, Town Manager and Eric Rufa, Planning & Zoning Director.

Town Manager Mark Biberdorf stated that with the STP-DA grant money we are in the phase right now where we have to go through a request for qualifications to select the engineering firm who will design the project. (Hwy 25 corridor improvements). The town advertised for engineering services and received three (3) proposals by the May 20 deadline.

Town Manager Mark Biberdorf is recommending that McGill & Associates do the work since they did the original concept plan for this project and are familiar with it.

Planning & Zoning Director Eric Rufa stated that he will need to send a specific letter to DOT to confer with Council's recommendation.

Discussion Followed:

Public Hearing to approve Budget Ordinance # 0-16-01 for the Fiscal year 2016-2017 Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that we are required to advertise the public hearing and have a draft ready for public comment and review by June 1. We had enough time out to meet the 10 day rule by public hearing. I sent council a copy of the budget message that I present each year. We updated everything from the budget retreat and really the only that changed was the match portion on the Apple Country Transit we lowered that back down to \$4,000. There were no other adjustments from the feedback we had from council at the budget retreat. We have received another set of values from the county today which is just a slight adjustment up (400,000.00 in value) from the previous ones I received. A power point will be presented for the public hearing on the budget.

Still undecided are fire inspections. The county is getting out of charging for fire inspections but will continue to do them. We are waiting on some official notification on this and how it will affect us with correspondence from the assistant county manager. A few years ago we were paying \$30,000 and were collecting enough in fees to cover the expenses. We have heard that it may go up to \$40,000 if we go back to our fee structure it will not bring in enough revenue to subsidize it.

Discussion Followed:

Comments from our Town Manager-Mark Biberdorf.

Town Hall day is on Wednesday and I will be riding up early to attend a briefing at 10:00 with the league staff who will go over current issues in the General Assembly Session. I have an appointment with Chuck McGrady I am going to be meeting at noon with him for lunch. Some of the other municipalities are going to be up there

and asked if I minded that they attend as well. (Laurel Park and City of Hendersonville)

Discussion Followed:

The Legislative Priorities list has been submitted to the League. The League likes to receive the list along with more detail on how these items might benefit all municipalities. This is the list that council approved and I use this for discussion when I talk to the legislators.

Tomorrow I am going to be meeting with Michael Luplow of Fern leaf and Steve Cannon from DOT. Fern Leaf is interested in a cross walk to be added to the improvements on the Howard Gap Road project.

On June 29 at 4:00 is the special call meeting to close out the fiscal budget year.

Councilman Bob Davy made a motion to go into Closed Session and it was seconded by Councilwoman Sheila Franklin.

Went into Closed Session at: 07:27 pm

Closed Session for Contractual Matters per "NCGS" 143.318.11 (5).

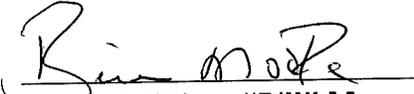
Came out of closed session at: 08:16 pm

Councilman Hugh Clark made a motion to adjourn and it was seconded by Councilman Bob Davy.

Adjourned: 08:16 pm

Approved:

7-11-16
Date


Mayor William "Bill" Moore

Town of Fletcher
Council Meeting
Minutes
June 13, 2016

Call the meeting to order at: 07:06 pm

Those who were in attendance are as follows:

Mayor Bill Moore
Councilman Bob Davy
Councilman Hugh Clark
Town Manager Mark Biberdorf
Administrative Services Director Heather Taylor
Parks & Recreation Director Greg Walker
Public Works Director Steve Morgan
Planning & Zoning Director Eric Rufa

Mayor Pro-Tem Eddie Henderson and Councilwoman Sheila Franklin did not attend this meeting.

Police Chief Erik Summey did not attend this meeting.

Invocation: Mayor Bill Moore
Pledge of Allegiance: Councilman Hugh Clark

Public Input

Approval of minutes-corrections, additions or deletions.
(5/2, 5/9 & 5/14)

Councilman Bob Davy made a motion to approve the minutes from 5/2, 5/9 & 5/14 and it was seconded by Councilman Hugh Clark.

Council Updates:

Councilman Hugh Clark: None at this time

Councilman Bob Davy: None at this time

Consent Agenda

Tax Refunds/Releases

Reappointment of Brenda Ford and Joe Tandy to the Fletcher Planning Board for new three year terms effective July 13, 2016.

Set Public Hearing for July 11, 2016 meeting regarding several possible amendments to the Fletcher Land Development Code.

Councilman Hugh Clark made motion to approve the consent agenda and it was seconded by Councilman Bob Davy.

Update on the status of the Highway 25 Corridor Project and selection of firm for Preliminary engineering-Mark Biberdorf, Town Manager and Eric Rufa, Planning & Zoning Director.

Town Manager Mark Biberdorf stated that we had 3 firms that submitted engineering proposals for the Hwy 25 corridor improvements project. We reviewed those proposals and recommended McGill & Associates as the top firm. Council had concurred with this at the agenda review so Planning & Zoning Director Eric Rufa has notified our DOT representative for the STP-DA grant funding that we would be receiving with this information.

Discussion Followed:

Councilman Bob Davy made a motion that we approve the selection of McGill & Associates for the HWY 25 Corridor Project and it was seconded by Councilman Hugh Clark.

Public Hearing to approve Budget Ordinance # 0-16-01 for the Fiscal Year 2016-2016 Mark Biberdorf, Town Manager.

Councilman Hugh Clark made a motion to go into Public Hearing and it was seconded by Councilman Bob Davy.

Town Manager Mark Biberdorf gave a power point presentation on the 16/17 Fiscal year Budget.

The Town Manager answered questions that council had on this presentation.

Discussion Followed:

A few things that the Town Manager mentioned are:

Last month the Henderson County Commissioners took action to stop charging business owners for fire inspections. They passed that and are even refunding the business owners back. We had been anticipating that we would be getting a letter from the county on this but there is a 1 year notice in the agreement so I would anticipate that once the fiscal year starts we would be getting our 1 year notice.

On the Flow control ordinance the local newspaper had stated that it had been approved and it has not. The county Attorney Russ Burrell had emailed me back and indicated that the county commissioners would be taking this back up in July and possibly approving it. He shared with me the draft language and it states that if you are a municipality who does your own hauling you are exempt from this. They have approached us about what would it take to haul our trash to Henderson County instead of into Buncombe County.

Discussion Followed:

The county adopted their budget with a tax increase and they did fund an EMS unit here in Fletcher.

Councilman Hugh Clark made a motion to go out of Public Hearing and it was seconded by Councilman Bob Davy.

Councilman Bob Davy made a motion that we approve Budget Ordinance # 0-16-01 for the fiscal year 2016-2017 and it was seconded by Councilman Hugh Clark.

Approval of MOA and Mutual Agreement for West-Next Generation Network (WestNGN)-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that is the new name of this regional initiative high speed internet service. A steering committee was formed and I am one of the members of the steering committee and then we have several other municipalities then UNC Asheville also serves on this committee. (Town of Fletcher, Asheville, Biltmore Forest, Hendersonville, Laurel Park, Waynesville) They are working on a charter/outline of that what they are trying to achieve here basically similar to what they did in the triangle. They are trying to expand up to one level giga-bit internet speed service in the area.

Discussion Followed:

Councilman Bob Davy made a motion to approve a Memorandum of Agreement and Mutual agreement for West-Next Generation Network and it was seconded by Councilman Hugh Clark.

Comments from or Town Manager-Mark Biberdorf.

I attended Town hall day last Wednesday. I did not see Tom Apodaca but I had lunch with Chuck McGrady along with Hendersonville and Laurel Park who attended as well. The day started out with a briefing from the league and then from there we met with him for lunch. We each talked to him about our respective municipalities to let him know what was going on. I did talk to him about the library project and let him know that the committee is working on pulling the money together to do the facility study. I also let him know that we think there is still interest/need for if we could co-locate a facility (to include library) for the community college to have their industrial training facility there as well.

Discussion Followed:

I met with Steve Cannon from DOT, Michael Luplow and Kevin Tierney (Fern Leaf) about the about the possibility of a crosswalk from Fern Leaf over to the park.

Discussion Followed:

We have a Special Call Meeting on June 29th at 4:00 to close out the budget year.

Councilman Bob Davy made a motion to adjourn and it was seconded Councilman Hugh Clark

Adjourned: 08:00 pm

Approved:

7-11-6
Date



Mayor William "Bill" Moore

Town of Fletcher
Special Call Meeting
To Close Out FY 15-16 Budget
Minutes
06/29/16

Call the meeting to order at: 04:04 pm

Those who were in attendance are as follows:

Mayor Bill Moore
Mayor Pro-Tem Eddie Henderson
Councilman Bob Davy
Councilman Hugh Clark
Town Manager Mark Biberdorf
Administrative Services Director Heather Taylor

**Councilwoman Sheila Franklin did not attend this meeting.
Mayor Pro-Tem Eddie Henderson did not attend this meeting**

Fund Balance Designations to close out the FY 2015-2016 Budget year.

Town Manager Mark Biberdorf stated that this is a simple agenda there are no Budget amendment issues as far as needing to appropriate additional monies it is just the fund balance designation.

Administrative Services Director Heather Taylor went over the Fund Balance Designations for the budget year and what will go into the Park Development Fund. (will be attached to minutes)

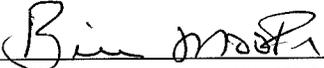
Councilman Bob Davy made a motion to approve the Fund Balance Designations to close out the 2015-2016 FY and it was seconded by Councilman Hugh Clark

Councilman Hugh Clark made a motion to adjourn and it was seconded by Councilman Bob Davy.

Adjourned: 04:09 pm

Approved:

7-11-16
Date


Mayor William "Bill" Moore

Concession Breakdown
FY 15/16

Sales (minus sales tax) \$ 9,699.00

Expenses \$ 9,137.00

Food & Supplies \$5,567.00

Wages \$3,570.00

Total Revenue for Park Development: \$562.00

Golf Tournament Breakdown
FY 15/16

Player Fees/Sponsorships \$ 6,710.00

Expenses \$ 3,225.00

Total Revenue for Park Development: \$3,485.00

Designated for Future Park Development Fund Balance

Amount per the financial statements ending FY 15		\$19,318.00
Amount spent from FY 16		(0.00)
Amount to be reserved from FY 16		\$ 4,047.00
Golf Tournament	\$3,485.00	
Concessions Breakdown	\$562.00	
Amount to be designated for Future Park Development for FY 16		\$ 23,365.00