Call the meeting to order at: 06:00 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

Councilwoman Sheila Franklin did not attend this meeting.

Invocation: Mayor Pro-Tem Eddie Henderson
Pledge of Allegiance: Councilman Bob Davy

Public Input
None at this time

Approval of Minutes-corrections, additions or deletions.
(8/1, 8/8)

Mayor Moore asked council to review the minutes and let any changes be known next week.

Council Updates:
Councilman Hugh Clark: None at this time
Councilman Bob Davy: None at this time
Mayor Pro-Tem Eddie Henderson: None at this time

Consent Agenda
Tax Refunds/Releases

Request from the Henderson County History Initiative – Lynn Jeffers and Marie Sitton.

Mayor Bill Moore stated that he had been approached by these two ladies who are gathering historical information about the schools in Henderson County. All the other schools in the county have put plaques at the old schools in the area with historical information on them. These ladies have asked that a plaque be placed at VERITAS Academy. (Old Fletcher High School) They would like help with funding for a historical plaque to be placed at the school.

Discussion Followed:

Discussion and possible approval of Resolution # R-16-02 for Historic Landmark Ordinance Enforcement in the Town of Fletcher-Autumn Radcliff, Senior Planner Brian Burgess, Planner of Henderson County.

Town Manager Mark Biberdorf stated that Autumn Ratcliff and Brian Burgess will be here next week to give more information on this. We brought this up back in July and this is basically the county's Historic Preservation Ordinance. This would be an opportunity for the town to participate in this program. If you agree to participate with a property of historic significance (houses) that can be added to the list and you get special tax treatment for it and you have to agree to keep the house up to certain standards as well. If the exterior of the building is modified then you have to get a special permit and go through the Historic Preservation Commission for approval before making any modifications.

Discussion Followed:

RFQ process for the selection of an architect – Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that what you have in your packet is a copy of an RFQ (request for qualifications) for a Parks & Recreation maintenance building with wash bay and vehicle shed. I have list(s) of Architects in Henderson and Buncombe counties that came from the Chamber of Commerce to send this request out to.

Discussion Followed:

Town Manager Mark Biberdorf stated that we have a pretty aggressive timeline to follow. We got the proposal being September 6 (which is today) to be directed by council then the RFQ would be submitted by October 7. On October 19 after staff and council's review the top firms will be selected for further review and possible presentations. Then on November 14 town council will approve the final architectural firm. I have a sketch of which is a general outline of how the maintenance building would be laid out along with the wash bay and vehicle shed which would be Attachment "A" and Attachment "B" is just an aerial view of where the buildings would go.

Discussion Followed:

Legislative priorities list for FY 2016-2017-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that that he has an updated list for the new fiscal year to work from. He also stated that he has made some suggested revisions to the new list which is as follows:

Item Number 3: changed outdoor soccer facilities to outdoor facilities.

Item Number 7: Seeking legislation that would put in place funding for the replacement of the aging Fletcher Library.

Item Number 10: Seeking Legislation that would put in place state funding for the construction of a community college facility specializing in training and education for employees in our manufacturing sector.

Discussion Followed:

Council would like something on the list concerning the continued funding and maintenance of primary and secondary roads by DOT.

Comments from the Town Manager-Mark Biberdorf.

You have a letter in front of you from DOT on a meeting concerning the widening of Old Airport Road. We will be hosting this meeting and, I talked to you about the preliminary design and the improvements that they have come up with to widen Old Airport Road. The officials' meeting is from 3 to 4 with two design options that they

are looking at. Then 5:00 to 7:00 is a general session where the public is invited to and view the purposed plans and ask questions. This is scheduled next Tuesday a week from today on September 13.

We had our meeting with Commercial Carolina with Robert Settle and Anthony Sparrow on Friday. Councilman Hugh Clark and Councilwoman Sheila Franklin attended as well. I thought it was a positive Q & A session. If they want to enter into formal relationship at this point then they will need a letter of commitment that I could discuss with council in Closed Session. They are working with us on our property that we own as well as adjoining property from us that they might need to acquire.

Discussion Followed:

Fern Leaf Ribbon Cutting ceremony is Tuesday September 13 at 5:00 pm.

HCPED Annual Meeting Celebration Dinner October 6 at Falling Creek camp at 5:00 pm.

LOS Annual Dinner is at Highland Brewing Company On October 12 at 6:00 pm.

Mayor Pro-Tem Eddie Henderson made a motion to adjourn and it was seconded by Councilman Hugh Clark.

Adjourned: 07:20 pm

Approved:

__10-10-16_____   _____
Date   Mayor William "Bill" Moore

Town of Fletcher
Regular Meeting
Minutes
September 12, 2016

Call the meeting to order at: 06:59 pm

Those who were in attendance are as follows:

Mayor Bill Moore
Mayor Pro-Tem Eddie Henderson
Councilman Bob Davy
Councilman Hugh Clark
Councilwoman Sheila Franklin
Town Manager Mark Biberdorf
Administrative Services Director Heather Taylor
Public Works Director Steve Morgan
Planning & Zoning Director Eric Rufa

Invocation: Mayor Pro-Tem Eddie Henderson
Pledge of Allegiance: Councilman Bob Davy

Police Chief Erik Summey and Parks & Recreation Director Greg Walker did not attend this meeting.

Public Input
None at this time.

Approval of Minutes-corrections, additions or deletions.
(8/1, 8/8)

Mayor Pro-Tem Eddie Henderson made a motion to approve the minutes as written and it was seconded by Councilman Bob Davy

<u>Council Updates:</u>
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: None at this time

Consent Agenda
Tax Refunds/Releases

Mayor Pro-Tem Eddie Henderson made a motion to approve the Consent Agenda and it was seconded by Councilman Hugh Clark.

Request from the Henderson County History Initiative-Lynn Jeffers and Marie Sitton.

Lynn Jeffers gave an overview on this project and what she and Ms. Sitton are trying to accomplish.

Ms. Jeffers stated that the old fletcher school (now VERTIAS) has denied them the opportunity to put a memorial plaque on the building or on the property because they are now a private school and the board has no idea what they may do in the future with the building/property.

Discussion Followed:

Council has suggested that since Veritas has denied them the ability to put a sign on the property that they seek a new location for the sign and come back and give an update on the new location.

Discussion and possible approval of Resolution # R-16-02 for Historic Landmark Ordinance Enforcement in the Town of Fletcher –Autumn Ratcliff, Senior Planner, Brian Burgess, Planner of Henderson County.

Senior Planner Autumn Ratcliff introduced herself and Brian Burgess as Planner(s) for Henderson County. She stated that our commissioners adopted an ordinance about a year or so ago and one of the initiatives of that was to reach out to all our municipalities that did not currently have an ordinance to see if there was any interest in adopting a similar ordinance. I know that you have been presented with some information on this at a prior meeting. Brian is going to walk you through a power point presentation on this.

Planner Brian Burgess gave a power point presentation and went over the qualifications for a home to be considered a Historic Landmark.

Discussion Followed:

Autumn Ratcliff answered questions council had on this.

Councilman Bob Davy made motion approve Resolution # R-16-02 Town of Fletcher Historic Landmark Ordinance Enforcement and it was seconded by Mayor Pro-Tem Eddie Henderson.

Councilman Bob Davy made a motion that the Town of Fletcher enter into an Interlocal Agreement with Henderson County as submitted and it was seconded by Mayor Pro-Tem Eddie Henderson

RFQ process for the selection of an architect-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that he went over this last week in great detail and this is our Request for Qualification to solicit proposals from architects in Henderson and Buncombe counties. This is just to look at qualifications for an architect that would be a fit for this project. These would be due on October 7th and then about mid-month in October a committee (hopefully with at least one council member on the committee) will review them and then at the November meeting we hope to take action on one of them at that time.

The Town Manager suggests putting RFQ's out and then working on the other options (suggestions from council on Morton Builders and Red Barn Metal Builders) while this is in the process.

Discussion Followed:

Mayor Pro-Tem Eddie Henderson made motion to go out for RFQ's for Architectural Services and it was seconded by Councilman Bob Davy.

Legislative priorities list for FY 2016-2017-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that council has a copy of the updated priorities list in front of them and he stated that he made one addition to the list per discussion with council. Item number 11 was added which states that DOT is responsible for maintenance of primary and secondary roads and ensuring that adequate funding is in place to maintain these roads to a high standard.

Discussion Followed:

Councilman Bob Davy made a motion to approve the amended 2016/2017 Legislative Priorities list for the Town of Fletcher and it was seconded by Mayor Pro-Tem Eddie Henderson. (will be attached to minutes)

Comments from the Town Manager-Mark Biberdorf.

The DOT meeting on the Old Airport Road improvements is here tomorrow with a public officials meeting from 3 to 4 and then there is a meeting open to the general public from 5 to 7.

I received the draft of the Letter of Intent from Commercial Carolina and Harvest Real Estate. I have not had a chance to review it yet and I am sending this to the town attorney Joe Ferikes for his review. On the first look at the letter it looks like what we discussed. Then we will have this before the board if we need to do a special call meeting otherwise it will be on the agenda in October.

The HCPED Dinner is at Falling Creek Camp on October the 6th at 5:00 pm.

LOS has their dinner at Highland Brewery on October 12th at 6:00 pm.

You have in front of you a post card that is going to be mailed out to all the property owners for a survey for Parks & Recreation in which they can participate online.

We put in for a $1,700 grant application to make up for the difference in the monies that was needed for the library facilities study. I met with the review committee (Fletcher Community Foundation) last week and had about an hour long meeting with them and they approved the grant.

Councilman Bob Davy made a motion to adjourn and it was seconded by Mayor Pro-Tem Eddie Henderson.

Adjourned: 08:14 pm

Approved:

_____10-10-16_____
Date

_____[signature]_____
Mayor William "Bill" Moore