

Town of Fletcher
Agenda Review Meeting
Minutes
July 3, 2017

Call the meeting to order at: 06:02 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
Tax Collector Cynthia Broome

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-correction, additions or deletions.
(6/5, 6/12 & 6/28)**

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

Council Updates

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

Reappointment and charge Tax Collector Cynthia Broome and Deputy Tax Collector Janet Merrill to collect 2017-2018 Property taxes.
Approval of Ordinance # 0-17-13 declaring road closure for a Christmas Parade in the Town of Fletcher.
Set Public Hearing for August 14, 2017 meeting to consider text amendments to the Land Development Code.

Town Manager Mark Biberdorf gave an overview of the road closure ordinance and the text amendments to the Land Development Code.

Review of year-end Tax Collector's report for the 2016-2017 tax year-Candy Broome, Tax Collector.

Tax Collector Cynthia Broome gave an overview of the taxes collected for the 2016-2017 tax year and an update on the individuals sent to Kania Law firm for collections.

Discussion Followed:

Design update on Parks & Recreation Maintenance Building-Mitchel Sorin and John Legerton, Legerton Architecture.

Town Manager Mark Biberdorf stated that Mitchel Sorin and John Legerton will be here next week to go over the updates to reduce the cost on this project. They are working on costs of the exterior of the building.

Discussion Followed:

Presentation of draft Master Plan for Meritor Park-David Tuch, Equinox Environmental.

Town Manager Mark Biberdorf stated that we are getting to the end of the process on this and they had a public input meeting here last week in this room from 5:30 to 7:00. We will have the consultant here to go over the recommendations on Monday.

Discussion Followed:

Update on West Generation Network (West NGN)-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that this is the initiative to promote gigabit level high speed broadband services. They are trying to push for fiber optic lines. The committee has been working a long time with a consultant (Magellan) that has been looking at a community profile. This is what kind of infrastructure, what kinds of providers are available and what kind of incentives can the 6 municipalities offer. The 6 municipalities are us, Biltmore Forest, City of Asheville, Laurel Park, Hendersonville and Waynesville. They are going to do an RFI (Request for Information) which gets an idea of how many companies are interested in doing/helping with this. They hope to release this later this month.

Discussion Followed:

Discussion on updating to LED lighting in Fletcher Community Park-Jabbo Pressley, Public Works Director.

Town Manager Mark Biberdorf stated that he gave this task to Jabbo who got in touch with Duke Energy. You have in your packet a memo summarizing what is in the park. There are 14 street lights going through the main drive and 17 parking lot (area) lights and they are on a high intensity discharge. We are trying to convert these to LED lights. We will have some savings in here on the street lights but about a 30 % increase on the parking lot lights. There is no conversion charge and our total increase would be 26.30 a month for this.

Discussion Followed:

Comments from the Town Manager-Mark Biberdorf.

Ben Kish from Blue Ridge Community College (small business center director) has asked for use of the Community Room on Thursday mornings from 9:30 to 12:00 to have meetings with clients.

I will be meeting with Andrew Tate on Thursday for lunch. I would like to discuss the concept for Blue Ridge Community College to have a training facility here and get his support on this. The facility committee was supposed to meet in February to discuss this after I met with them in January. I also will get an update on pending economic development projects. The NFLP wants to approach industry in the area and would like to get ideas from Andrew on how to approach them.

On the DOT streets that Eddie had brought up: Higgins Road, N. Westview Court and East Sunrise Court. I have asked Jabbo to go out and evaluate these streets and they are not in the best shape. I called Steve Cannon about this to push this up (time wise) to get them resurfaced and then we can move faster to take these over.

Discussion Followed:

Our appointment to Travel & Tourism board expired at the end of June. We need to fill our appointment and I talked to Beth Carden. We need someone affiliated with accommodations that live here in Henderson County. She said that we have to have a balance of 3 and 3 and the other is someone who is active in the promotion of travel & tourism in Henderson County. She suggested that I talk to Bob Williford of

the Henderson County Chamber because it would be easier for them to find someone in the accommodation side then us. I spoke to Bob Williford about this and he is going to get back with me.

Closed Session per NCGS 143-318.11 (6) "Personnel Matters" (Regular Meeting)

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

Adjourned: 07:52 pm

Approved:

8-14-17
Date



Mayor William "Bill" Moore

Town of Fletcher
Council Meeting
Minutes
July 10, 2017

Call the meeting to order at: 07:00 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
Planning & Zoning Director Eric Rufa
Assistant Town Manager Heather Taylor
Public Works Director Jabbo Pressley
Parks & Recreation Supervisor Nicole Sweat

**Parks & Recreation Director Greg Walker did not attend this meeting.
Police Chief Erik Summey 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.
(6/5, 6/12 & 6/28)**

Mayor Pro-Tem Eddie Henderson made a motion to approve all 3 sets of minutes as written and it was seconded by Councilman Bob Davy.

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: Stated that Senator Mark Meadows presented/awarded the fire department with a 100% grant to replace fire hoses and nozzles.

Consent Agenda

Reappointment and charge Tax Collector Cynthia Broome and Deputy Tax Collector Janet Merrill to collect 2017-2018 Property taxes.

Approval of Ordinance # 0-17-13 declaring road closure for a Christmas Parade in the Town of Fletcher.

Set Public Hearing for August 14, 2017 meeting to consider text amendments to the Land Development Code.

Approval of year-end Tax Collector's report for the 2016-2017 tax year.

Discussion Followed:

Councilman Hugh Clark commented on the excellent job that Tax Collector Cynthia Broome and Deputy Tax Collector Janet Merrill did collecting property taxes for the town.

Mayor Moore asked for a motion to approve the Consent Agenda and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Bob Davy.

Design update on Parks & Recreation Maintenance Building-Mitchel Sorin and John Legerton, Legerton Architecture.

Mitchel Sorin from Legerton Architecture presented the most recent design changes to the Parks & Recreation maintenance building.

Discussion Followed:

Note: Going to bid on as presented today with some (2) alternative suggestions.

Presentation of draft Master Plan for Meritor Park-David Tuch, Equinox Environmental.

Kim Williams of Equinox Environmental gave an overview of Master (park) Plan for the Meritor property.

Discussion Followed:

Town Manager Mark Biberdorf stated that once we have a final plan from Equinox then we will need to look at the components of it. If council is comfortable with the concept then from a staff perspective we can start looking at how to move forward with this and where ever our private donations may come from as well as how much room we have within our CIP for this.

Discussion Followed:

Councilman Hugh Clark commented on the PARTF grant that we have received in the past and would like to know more of the guidelines for receiving the grant.

Town Manager Mark Biberdorf stated that he would review the regulations concerning these grants.

Kim Williams of Equinox Environmental asked if it was ok to leave the name of Meritor Park on the plan for now then once we get the final plans we will change it out.

Council mutually agreed that they want the name Meritor Park removed from the plans because at this time it is undecided what the park will be named.

**Update on the West Next Generation Network (West NGN)-Mark Biberdorf
Town Manager.**

Town Manager Mark Biberdorf stated that he went over this last week. This is our 6 city consortium that has been working with consultants to accelerate broad band level internet service in this area up to a 1 gigabit level speed. The consultant (Magellan) has suggested that based on our market and what type of incentives can we offer that we put out an RFI (Request for Information) for qualified companies that may be interested in negotiating an agreement with us. Mark Hoyt a professor with NC State who coordinated this in this triangle area has been kind of consulting with the triad and us on this providing feedback and suggestions. We chipped in a little more money as well to make up for that Appalachian Regional Commission it was \$1,200. I was able to absorb in into our budget and other municipalities contributed as well based on their population.

Discussion Followed:

**Discussion on updating to LED lighting in Fletcher Community Park-Jabbo
Pressley, Public Works Director.**

Public Works Director Jabbo Pressley gave an overview of the suggested LED lighting in the park that he recommends.

Discussion Followed:

Council is in favor of LED lighting in the park.

Comments from the Town Manager-Mark Biberdorf.

The Community room on Thursday mornings from 9:00 to 12:00 will be used by Ben Kish to meet with small business clients through the community college.

I met with Andrew Tate this past Thursday to discuss the status on Blue Ridge Community College and the Industrial training facility. They have a new president and some board turnover so this is a good time to meet with them concerning support for a training facility. We also have some economic development projects and some updates and we are anticipating a closed session for August. I also spoke to him about NFLP and their need to have contact with manufactures to get help with the library project.

On the DOT street issue about the town taken over DOT streets. I mentioned to you last week that Jabbo has already been evaluating the condition of these streets. The streets in particular are: Higgins Road, N. Westview Court and East Sunrise Court which are in Fletcher Hills. We are looking at some other streets in Franem Acres and Wildwood as well. I contacted Steve Cannon to approach them about us taking over the three streets and just mentioned to him would they in exchange move them up on the resurfacing schedule in exchange of us taking them over.

On the Travel & Tourism board we have kind of been stuck with the accommodations requirement and Bob Williford contacted me today and they have contacted someone in accommodations who may be interested and when they get the application in then we can fill our vacancy with someone associated with the Travel & Tourism side.

I received an email from Chuck McGrady that they have taken action on the Brunch bill. Hendersonville has taken action on this. Laurel Park will be taking action this upcoming week and Mills River is considering it.

Council prefers to wait until someone requests/asks for this.

Mayor Moore asked for a motion to go into Closed Session and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Hugh Clark

Went into Closed Session at: 09:10 am

Closed Session per NCGS 143-318.11 (6) "Personal Matters"


Mayor Pro-Tem Eddie Henderson made a motion to come out of Closed Session and it was seconded by Councilwoman Sheila Franklin.

Came out of Closed Session at: 10:35 pm

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

Adjourned: 10:37 pm

8-14-17
Date



Mayor William "Bill" Moore