

Town of Fletcher
Agenda Review Meeting
Minutes
October 1, 2018

Call the meeting to order at: 06:00 pm

Those who were in attendance are as follows:

Mayor Rod Whiteside
Mayor Pro-Tem Eddie Henderson
Councilman Bob Davy
Councilman Hugh Clark
Councilwoman Sheila Franklin
Town Manager Mark Biberdorf
Parks & Recreation Director Greg Walker
Public Works Director Jabbo Pressley
Police Chief Erik Summey

Invocation:

Pledge of Allegiance: Logan Blakely

Public Comment

None at this time

Approval of minutes-corrections or deletions.
(9/4 & 9/10)

(No comment made on the minutes)

Council Updates

None at this time

Consent Agenda

Tax refunds, releases

Set public hearing for November 13, 2018 meeting to consider potential amendments to the 2013 Land Use Plan and Land Development Code regarding residential uses in the C-1 and C-2 Districts.

Mayor Whiteside stated asked for questions on the consent agenda items?

Council had no questions at this time.

This item was added to the agenda at this time:

Approval of lowest responsible bidder for Streambank repairs at Bill Moore Community Park-Ben Cathey, McGill & Associates.

Ben Cathey of McGill & Associates stated that we advertised this with three local firms and we only ended up getting the one bid from Huntley. They actually did the first phase of the storm drainage in the park that was done two and half years ago. They do good work and have done good work in the past. Price wise we were in between our two estimates if we installed structures at each location we were in the \$80,000 range and if we completely diverted the trail and stabilized everything we were in the \$30,000 range. We did one of the four so the \$40,000 is very well within the estimated range.

Discussion Followed:

Mayor Whiteside asked for a motion to move forward with the bid as presented?

Town Manager Mark Biberdorf stated I just want to make a comment on this. Huntley is ready to go and if they need to wait until next Monday until you approve this that is fine but they would like to get started now. The plan was to take the funding from the greenway designation under professional services in our budget to pay for this. There is \$45,682 on this and the engineering or soft cost on this is \$19,300 so it was just over \$66,000 and you would take that from the 45,600 we had budgeted and then we would need to appropriate the \$29,364 from unassigned fund balance. We then would bring have a budget amendment at the November meeting.

Councilman Bob Davy asked so what do we have to approve? So we need to approve this do we need to approve any budgeting on this?

Town Manager Mark Biberdorf stated that you need to approve the notice to proceed and accept the bid and you can do the appropriation with budget amendment at the November meeting.

Mayor Rod Whiteside asked is there a motion tonight? It was so moved by Councilman Bob Davy and seconded by Mayor Pro-Tem Eddie Henderson.

Motion carries all in favor.

Presentation of revised economic development assistance guidelines- Brittany Brady, President of the Henderson County Partnership for Economic Development.

Mayor Whiteside stated that Brittany Brady will be here next week to give a presentation on the revised guidelines.

Presentation and discussion on possible alternatives to the Christmas Parade in the Town of Fletcher-Greg Walker, Parks & Recreation Director, Jabbo Pressley, Public Works Director and Erik Summey, Police Chief.

Parks & Recreation Director Greg Walker has suggested an alternative to the Christmas parade and how much money would be saved on salaries and he said that it would be a much safer event for the participants.

Discussion Followed:

Councilwoman Sheila Franklin stated that she likes the idea and suggested offering space to vendors for the event and possibly lighting the path in the area with luminaries around where the vendors would be.

Mayor Whiteside stated that he thinks it is an excellent idea and that he has never been a proponent of continuing a practice just because you have always done it that way.

Councilman Hugh Clark stated that he likes the idea as well.

Discussion Followed:

Approval of lowest responsible bidder for the Kate's Park Playground Equipment Project-Greg Walker, Parks & Recreation Director.

Parks & Recreation Director Greg Walker went over the information that he received for suggested playground equipment for Kate's park. He stated that playground packages.com had the best bid option for the park.

Discussion Followed:

Town Manager Mark Biberdorf stated that this is funded in the CIP and \$53,000 has been appropriated for it. One of the things we were going to try and do to save money on this was to have public works remove and dispose of the equipment and sand and we would save us about \$6,300 if they did this. With that expense removed that brings us down to \$92,307. This leaves us with a gap of \$ 39,307 to make up. What I was looking at doing is that we have \$ 36,760 in a park

development fund. We could take \$20,000 from this fund (if you're comfortable with this) and the remaining amount of \$ 19,307 from unassigned fund balance.

Council is agreeable to this only if we can get a lease extension on Kate's Park.

Town Manager Mark Biberdorf stated that he would begin working on getting a lease extension.

Discussion of transportation project for improvements to Fanning Bridge Road –Eddie Henderson, Mayor Pro-Tem and Mark Biberdorf, Town Manager.

Mayor Pro-Tem Eddie Henderson gave an update on the most recent TAC meeting that he recently attended. Fletcher has Fanning Bridge Road on this list for improvements in the amount of \$ 28 million dollars. He states that the plan is to section this off and break down what each one of these items (addition of turn lanes, widen lanes and shoulders, incorporate complete streets and add sidewalks) would cost for this project.

Town Manager Mark Biberdorf stated that this list that Eddie was going over is division needs projects. This division needs projects category allows for the largest amount of local input points. What that TAC committee deems as the highest priority or best benefit and they get 50% of the points that go into this and the other part is done by DOT through a traffic analysis for the scoring system. (Priority)

Discussion Followed:

Council feels the Fanning Bridge Road project needs to be moved further up on the priority list.

Staff report on alternative sites and ideas for the construction of the Parks & Recreation Maintenance Building-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that this is a follow-up item for the end of the budget process. We are revisiting the whole Parks & Recreation maintenance building issue. I have been looking at some (alternative) suggested sites for this. Our town owned property across from Meritor as a potential site, the former Southern Tee property next to the park and then Fletcher Business Park property which is the old Steelcase building. If this progresses I will talk to you about cost and then trying to determine infrastructure extension.

The second thing was do we do a slightly scaled down version of the design than what we had. This is a balancing act before it was designed at a level to hit the

esthetics and satisfy our building design standards for the Heart of Fletcher and also the concerns of planning board. Now do we look at scaling it down and put split faced block up similar to the public works building or some other sort of value engineering that we never got to when that lowest bid was rejected.

The third option was a design build option which I am not familiar with and we would need to see if this would comply with our procurement option under NC General Statutes.

Discussion Followed:

Comments from the Town Manager-Mark Biberdorf.

On the Pedestrian & Bicycling planning grant I had it on the agenda and I pulled it because I was trying to reach out to Joe Sanders and had a hard time getting up with him. The application was originally due on November 2 and now they (DOT) have extended it to November 15. Joe Sanders (Blue Ridge Bike Club) could not come out until next week to talk to you. If you are still interested in this I can put it back on the agenda. Mr. Sanders has also offered to help with the match requirement.

Council is interested in hearing from Mr. Sanders on this grant.

On the Hwy 25 Corridor Improvements things are moving kind of slow right now. We have a meeting tomorrow with the Contractor, DOT and McGill. They first got behind with the storm and the utility locates with Duke Energy. They have been doing right of way locations out there so the contractor has started some work. Tomorrow we are supposed to talk to them about the street lighting that is to be placed there. Our power bill will go up significantly around \$20,000 to \$25,000 a year. There is some other issue with the Howard Gap Road area and we are going to talk about that as well. They are starting at the south end and working down to the north end.

Town Hall meeting with Riverstreet it has been pushed back a little bit others want to get more information on this. It will be sometime the middle of November.

We are still work on the land assemblage efforts with the town center still hung up with the Youngblood's and I am going to reach back out to them and I will discuss the Kate's Park lease as well.


The Henderson County Partnership dinner is on Thursday October 25. Christine needs to know who will attend this dinner for RSVP.

Mayor Rod Whiteside asked for a motion to adjourn and it was so moved by Councilman Hugh Clark and seconded by Mayor Pro-Tem Eddie Henderson.

Adjourned: 07:29 pm

Approved:

11 - 13 - 18
Date


Mayor Rod Whiteside

Town of Fletcher
Council Meeting
Minutes
October 8, 2018

Call the meeting to order: 07:00 pm

Those who were in attendance are as follows:

Mayor Rod Whiteside
Mayor Pro-Tem Eddie Henderson
Councilwoman Sheila Franklin
Councilman Bob Davy
Councilman Hugh Clark
Town Manager Mark Biberdorf
Assistant Town Manager Heather Taylor
Public Works Director Jabbo Pressley
Planning & Zoning Director Eric Rufa
Police Chief Erik Summey
Parks & Recreation Director Greg Walker

Invocation: Mayor Pro-Tem Eddie Henderson
Pledge of Allegiance: Mayor Rod Whiteside

Public Comment

Dennis Justice 31 Tamis Lane Fletcher spoke on Pickle Ball gaming and how successful it is and also the paddles that he recently purchased to and then purchased more. Suggested a canopy and possibly complex to build at Swannanoa build gym and help all sports.

John Olsen 30 Stoney Brook Court Fletcher Provided council with some information on traffic circles from the Federal Highway Association.

Approval of minutes-corrections or deletions.
(9/4, & 9/10)

Mayor Rod Whiteside asked council are there are corrections deletions to the minutes as presented?

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

Motion carries all in favor.

Council Updates

None at this time

Consent Agenda

Tax refunds, releases

Set public hearing for November 13, 2018 meeting to consider amendments to the 2013 Land Use Plan and Land Development Code regarding residential uses in the C-1 and C-2 Districts.

Mayor Rod Whiteside asked for any questions or discussion on the Consent Agenda and if not is there a motion to approve the Consent Agenda?

Councilman Hugh Clark made a motion to approve the consent agenda as written and it as seconded by Mayor Pro-Tem Eddie Henderson.

Presentation of revised economic development assistance guidelines-Brittany Brady, President of the Henderson County Partnership for Economic Development.

Brittany Brady of Henderson County Partnership for Economic Development- went over the revised guidelines for town council.

Discussion Followed:

Mayor Rod Whiteside asked the Town Manager does this require action.

Town Manager Mark Biberdorf stated yes if I could get you to entertain a motion on this.

It was then so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Bob Davy.

Mayor Rod Whiteside asked for any questions on the motion?

Councilman Hugh Clark asked about date on the document?

Town Manager Mark Biberdorf stated that the date is on the signature page.

Discussion Followed:
Motion carries all in favor.

Presentation on Bicycle & pedestrian planning grant-Joe Sanders, Vice President Blue Ridge Bike Club.

Joe Sanders of the Blue Ridge Bike Club gave an overview of this grant and has offered for Blue Ridge Bike Club to pay half of Fletcher's match on this grant.

Discussion Followed:

Mayor Rod Whiteside asked the Parks & Recreation Director what was his opinion on pursuing this grant?

Parks & Recreation Director Greg Walker stated that he is favor of this plan and it will help connect this with the greenway towards the town's property near Meritor.

Discussion Followed:

Town Manager Mark Biberdorf stated that if council decided to move forward with that that he strongly encourages doing a bike and pedestrian plan. He also stated that we have a greenway master plan that is (dated) over 18 years old and we have done some of the greenways on there.

One of the requirements for the grant application is that you have to get a Resolution approved by the governing body and also by the French Broad River MPO.

Councilwoman Sheila Franklin made a motion to move forward with the Resolution in support of the application for the NCDOT Bicycle & Pedestrian planning grant and it was seconded by Councilman Bob Davy.

Motion carries all in favor.

Approval of lowest responsible bidder for the Kate's Park Playground Equipment Project-Greg Walker, Parks & Recreation Director.

Mayor Rod Whiteside stated that we received that information last week. The bid received by Playground packages.com was \$105,263.00. The one unanswered question from last week was the date on the bid. (Good through 4/23/18). Our

Parks & Recreation Director has confirmed that the bid is good through the end of this year.

Councilman Hugh Clark asked is there anymore on the extension of the lease.

Discussion Followed:

Town Manager Mark Biberdorf stated that he has reached out to Kay Youngblood about the date and the extension on the contract (lease). He said he has not heard back from her as of yet. The bid is good through the end of the year and if we need to delay purchasing the equipment until we have a new agreement.

Mayor Rod Whiteside asked if there are no other questions or comments on this or is there a motion to accept that bid.

It was so moved by Councilman Bob Davy and seconded by Mayor Pro-Tem Eddie Henderson.

All in favor:

For:

Councilman Bob Davy
Mayor Pro-Tem Eddie Henderson
Councilwoman Sheila Franklin

Against:

Councilman Hugh Clark

Motion carries 3 to 1 vote.

Discussion of transportation project for improvements to Fanning Bridge Road- Eddie Henderson, Mayor Pro-Tem and Mark Biberdorf, Town Manager.

Note: per Mayor Pro-Tem Eddie Henderson the description of the Division Needs projects chart for Henderson County (DOT) on the last page is hereby amended to read as follows:

Modernize roadway. Add turn lanes, widen lanes and shoulders and improve geometrics and intersection operations as appropriate, incorporate complete streets/**sidewalks** improvements.

Mayor Pro-Tem Eddie Henderson stated that the opportunity to do some work to Fanning Bridge Road currently been on the list of roads and our score on the chart is 9.18. We are trying to set up some meetings with DOT and see if we can get this in a better direction and get it moved up on the list. The meeting is set for Oct 30th at 1:30 pm with people from Asheville at the end of the month.

Town Manager Mark Biberdorf stated that as Eddie has mentioned that we will have DOT and MPO staff here helping to improve our score by breaking this down into phases or simplifying the overall project proposal. I have also asked for input from staff on this as well as an accident history on Fanning Bridge Road.

Staff report on alternative sites and ideas for construction of the Parks & Recreation Maintenance Building-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that he will begin work on all of these and then update council on different items. (Design to build option)

Comments from the Town Manager-Mark Biberdorf.

On the Hwy 25 Corridor Improvement Project Construction we did a construction progress meeting with the general contractor, the engineer and Duke Energy. Some clarification on light fixtures, discussion on crosswalks and to do stamped concrete would be very difficult to do on Hwy 25 a change order will be done to do stamped asphalt as an alternate. I had emailed you and you can see the cones set up on the south end of Highway 25 near Howard Gap. They are going to be tearing up the sidewalks and you'll see the pylons set up.

On the Town Hall meeting with Riverstreet I mentioned to you last week we had it set up for tomorrow. Laurel Park and Hendersonville need more time to get notice out on this. A draft press release has been completed and it has a good explanation on this. Other part on that we wanted to get another connect survey out with 3 questions on this.

RSVP for the Partnership Dinner on October 25 5:30 to 8:00 at Blue Ridge Community College.

Mayor Rod Whiteside asked for a motion to go into Closed Session for an Industrial Matter and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Bob Davy.

Went into Closed Session at: 7:51 pm

Closed Session per NCGS 143.318.11 (4) "Industrial Matters"

Councilman Bob Davy made a motion to come out of Closed Session and it was seconded by Mayor Pro-Tem Eddie Henderson.

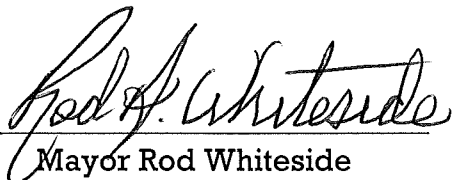
Came out of Closed Session at: 08:27 pm

Mayor Rod Whiteside asked for a motion to adjourn and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Hugh Clark.

Adjourned: 08:28 pm

Approved:

11-13-18
Date


Mayor Rod Whiteside