

Town of Fletcher
Agenda Review Meeting
Minutes
September 3, 2019
"Tuesday"

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
Planning & Zoning Director Eric Rufa
Town Manager Mark Biberdorf

Invocation:

Pledge of Allegiance:

Public Comment

None at this time.

Approval of minutes-corrections, additions or deletions.
(8/5, 8/12)

No comment was made on the minutes at this time.

Council Updates

None at this time.

Consent Agenda

Tax refunds/releases

Continuation of Public Hearing to consider Rezoning # 2019-01 PIN#9643-94-9427 from R-2 (residential) to C-2 (commercial) to the October 14, 2019 meeting.

Approval of a Resolution for a financing contract.

Discussion and approval of performance bond Phase 2 infrastructure in Sycamore Cottages-Eric Rufa, Planning & Zoning Director.

Planning & Zoning Director Eric Rufa commented on the item concerning the public hearing on the consent agenda stating that the recent contract fell through and that we are moving forward with this hearing in October.

He stated that the Phase 1 bond was almost completed. They are now mostly completed with the infrastructure in Phase 2. As per our ordinance they are now seeking a bond for the final infrastructure improvements which includes road course, sidewalks and street trees. What may seem a little confusing is that there are currently two versions of the bond. One that would include the final course of asphalt and one that does not. They are racing to get some stuff done and if paving happened over the weekend or late last week we would potentially be considering the smaller dollar amount of that bond versus the larger bond so that they can get the final plat signed.

Discussion Followed:

Discussion on a Capital Project Ordinance #0-19-10 for the Economic Development Acquisition project-Heather Taylor, Assistant Town Manager.

Town Manager Mark Biberdorf stated that this requirement that LGC is having us do to basically describe out a project budget for land acquisition on our town center. The total project budget is \$ 2,559,065.00 and of that the land acquisition is \$ 2,357,000.00 and then engineering and lot considerations are \$50,000. This is the two lots that we recently acquired from Dan Gilbert and part of the agreement is for paving those two lots. All of our administration and legal costs are included in this as well. This is everything all together.

On the Revenue side and installment purchase financing for 1.8 million then the balance of \$759,065.00. I know that you have not fully decided how much cash is going into the project. Staff recommends that for now on the financing is to get the bids in and see if we can lock into an installment purchase loan at the 1.8 million and you put in the \$759,065.00 cash (unassigned fund balance). Then once our audit is completed for the fiscal year that just ended and we have reconciled our revenue to expense then you can decide if you want to put more cash in the project.

Discussion Followed:

Discussion on a Thanksgiving Food Drive in Fletcher-Mayor Rod Whiteside.

Mayor Rod Whiteside stated that this is a proposal from me for a Fletcher Thanksgiving food drive. This would run from October 30 through November 16 and I would like this to be an annual event. All donations will go to the food pantry at Calvary Episcopal Church.

Discussion Followed:

This item will be move to consent on the regular agenda for next week.

Discussion on current road priorities in Henderson County-Councilman Bob Davy.

Councilman Bob Davy stated that they had a meeting several weeks ago where they prioritized road projects. He stated that we can only have 7 projects that can be submitted from Henderson County and sidewalks on Fanning Bridge road was submitted as well.

Discussion Followed:

Councilman Bob Davy is going to invite Tristan Winkler from Land of Sky to speak on DOT projects to a council meeting. Hopefully to the regular meeting next week.

Staff report regarding the restriction of burn permits-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that this is a follow-up item from last month. Councilman Clark had brought up that the NC Administrative Code division on air quality which states that if your municipality provides debris/yard pickup you are not allowed to have open burn permits or burning by municipal authority.

In 4 municipalities (in chart attached to agenda) that provide yard waste collection do not allow open burning. I am going to put together our own ordinance and we will have it codified. I will bring this back at the October meeting.

Discussion Followed:

Update on market analysis being conducted by Rose Associates-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that this is coming along. She started out doing a site survey here and we have taken her around town. She has met with stakeholders to get a cross section of the community and has some people that she has yet to meet with. She will then start working on an analysis on her observations for the town. We will be sending out a survey to the public and then have a public input meeting sometime in October once she gets the information put together.

Discussion Followed:

Comments from the Town Manager Mark Biberdorf.

The Flyer on the solid waste services this was a reminder on rules about garbage and recycle collection. Today the final flyers went out last week and we are getting responses from people who are calling and signing up for the Connect CTY system.

On the Old Airport Road closing they are not closing the road completely so that no one can get through. The road is closed to through traffic only but not completely closed.

Reminder the October agenda review meeting will be on Wednesday October 9, 2019 at 6:00 pm. The runoff election will be taken place on Tuesday October 8 so between setup on Monday and the actual voting on Tuesday the council chambers will not be available until Wednesday.

The Partnership for Economic Development dinner is on October 17 from 5:00 to 8:00 at Berkley Park.

On the Highway 25 corridor project it is looking like mid-October to have that complete. They still have to complete the monuments and the roof has been painted on the clock tower and it looks good. The warranty has been extended for 7 or 8 years.

On the Town Center project update we have signed contracts on all properties except for the signed contract from Kenneth Youngblood. We are working on a title search on the land to get him to execute the agreement.

Closed Session for Personnel Matters per NCGS 143-318.11 (6) will be held at the Regular Meeting.

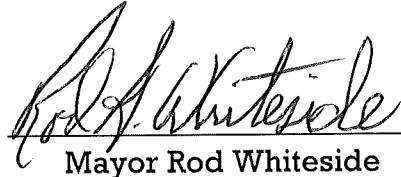
Mayor Whiteside asked for a motion to adjourn and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Hugh Clark

Motion carries all in favor.

Adjourned: 07:07 pm

Approved:

10-14-19
Date



Mayor Rod Whiteside

Town of Fletcher
Council Meeting
Minutes
September 9, 2019

Call the meeting to order at: 07:00

Those who were in attendance are as follows:

Mayor Rod Whiteside
Councilman Hugh Clark
Councilwoman Sheila Franklin
Town Manager Mark Biberdorf
Assistant Town Manager Heather Taylor
Public Works Director Jabbo Pressley
Planning & Zoning Director Eric Rufa
Parks & Recreation Director Greg Walker

**Mayor Pro-Tem Eddie Henderson did not attend this meeting.
Police Chief Erik Summey did not attend this meeting.**

Invocation: Rev. J. Clarkson, Calvary Episcopal Church
Pledge of Allegiance: Mayor Rod Whiteside

Public Comment

Gayle Kemp of 27 South Chase Drive Fletcher invited council to a presentation sponsored by League of Women Voters on Immigration. This is a 3 part series that will be presented on 9/12/19, 10/10/19 and 11/14/19 at the Immaculate Conception Catholic Church in downtown Hendersonville.

Approval of minutes-corrections, additions or deletions.
(8/5, 8/12)

Mayor Rod Whiteside asked for a motion to approve the minutes and it was so moved by Councilman Hugh Clark and seconded by Councilman Bob Davy.

Motion carries all in favor.

Council Updates

No updates at this time.

Consent Agenda

Tax refunds/releases

Continuation of Public Hearing to consider Rezoning #2019-01 PIN# 9643-94-9427 from R-2 (residential) to C-2 (commercial) to the October 14, 2019 meeting.

Approval of Thanksgiving food drive in Fletcher.

Mayor Whiteside asked if there was any discussion or questions on the items presented on the Consent Agenda. If not do we have a motion?

Councilman Bob Davy made a motion to approve the Consent Agenda as submitted and it was seconded by Councilwoman Sheila Franklin.

Motion carries all in favor.

Discussion on current road priorities in Henderson County-Tristan Winkler, Land of Sky FBRMPO Director.

Mayor Rod Whiteside introduced Tristan Winkler to council

Mr. Winkler gave a power point presentation on the road priorities in Henderson County and answered questions that council had on these potential projects.

Discussion Followed:

Discussion and approval of performance bond for Phase 2 infrastructure in Sycamore Cottages-Eric Rufa, Planning & Zoning Director.

Planning & Zoning Director Eric Rufa stated that this is for the bond for Phase II of Sycamore Cottages. I had stated in my report last week that this was from Windsor Built Homes when it actually is from Cane Creek Vistas LLC as was the original bond. Last week we were working between 2 bond amounts one that included the cost of paving and one that didn't. I am recommending that you approve the bond in the higher amount of \$ 217,040.00 as the paving has not yet been completed.

Discussion followed.

Councilman Hugh Clark made a motion to approve the bond on Phase 2 of Sycamore Cottages and it was seconded by Councilman Bob Davy.

Motion carries all in favor.

Discussion on Capital Project Ordinance # 0-19-10 for the Economic Development Acquisition project, Heather Taylor, Assistant Town Manager.

Assistant Town Manager Heather Taylor stated that she has an ordinance for our Economic Development acquisition project for council to approve. This is the project along Hwy 25. The total project budget is for \$ 2,559,065 and on the expenditure side, 2,357,000 in land acquisition, engineering and lot considerations is at \$50,000 and \$152,065 in administrative and legal costs. On the financing side we are looking at \$1,800,000 in financing and \$759,065 from the general fund. This will probably be adjusted as we go through the process but this is our figures as of right now.

The Resolution on financing "Capital Bank" on this project will be at the October meeting. This will be a 15 year term loan.

Discussion Followed:

Councilman Bob Davy made motion to accept Ordinance # 0-19-10 and it was seconded by Councilman Hugh Clark.

Motion carries all in favor.

Staff report regarding the restriction of burn permits-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that he would bring back a suggested ordinance that prohibits open burning at the October meeting.

Update on market analysis being conducted by Rose Associates-Mark Biberdorf Town Manager.

Town Manager Mark Biberdorf went over the information that has been provided so far from Kathleen Rose of Rose & Associates. The next thing would be a public input meeting where she wanted to come back and meet with council in a work session and think about some dates in late October. (Special Call meeting) She would do a power point and summarize all the information that she has gathered.

Comments from the Town Manager Mark Biberdorf.

Last week the flyer went out on solid waste collection services and recycling. Some residents will not accept the recycling carts due to lack of space.

On Old Airport Road DOT put clarification on message boards that the road is closed to through traffic and not closed entirely. (Work on railroad crossing/tracks)

Mayor Whiteside suggested that could we put in a request to get information before they do their electronic boards to notify us in advance of road closings

Reminder the agenda review meeting in October will be moved to that Wednesday October 9 due to the runoff election.

The Partnership Annual Event Dinner is going to be on Oct 17 from 5:00 to 8:00 pm

On the Hwy 25 corridor project update on when crosswalks will be going in and the repairs and hopefully for a mid-October completion.

On the Town Center project we have everything tied up now I just need Mr. Youngblood's contract. There is a D/T lien that we are waiting on Mr. Gilbert to get that released.

On the Rose & Associates Marketing Analysis she will be back here Thursday afternoon to tour the properties that we just tied up.

I met last week with FernLeaf charter school and Conserving Carolina on the Partiff grant. They got turned down and wanted to meet to see what they could do to improve their chances when they re-apply.

Mayor Whiteside asked for a motion to go into Closed Session for personnel matters and it was so moved by Councilman Hugh Clark and seconded by Councilman Bob Davy.

Went into Closed Session at: 08:05 pm

Closed Session for Personnel Matters per NCGS 143-318.11 (6)

Came out of Closed Session at: 08:36 pm

Councilman Hugh Clark made a motion to adjourn and it was seconded by Councilwoman Sheila Franklin.

Motion carries all in favor.

Adjourned: 08:39 pm

Approved:

10-14-19

Date

Mayor Rod Whiteside