

Town of Fletcher
Agenda Review Minutes
Minutes
November 6, 2019
“Wednesday”

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
Planning & Zoning Director Eric Rufa

Invocation:

Pledge of Allegiance:

Public Comment

None at this time.

Approval of minutes, corrections, additions or deletions.
(10/9, 10/4 & 10/24)

No comment was made on the minutes at this time.

Council Updates

Councilwoman Sheila Franklin went over the updates from the Water & Sewer Advisory committee meeting. On the north end pump station all the bids came in higher than expected so they are working with the lowest responsible bidder to do some value engineering to get the cost down. They are hoping to award the bid in January.

Consent Agenda

Tax refunds/releases

Approval of Sandy Kilgore to serve another 3 year term on the Parks & Recreation Advisory board which would expire in 11/22.

Approval of Resolution authorizing lease of property (formerly Fletcher Lawn & Garden) to Sammy Johnston.

Mayor Whiteside went over the Consent Agenda items and asked were there any questions or discussion on these items.

Town Manager Mark Biberdorf stated that this Resolution is required by general statute to lease the property if it is less than a year. If it was more than a year we have to do 30 day notice and a Resolution.

Discussion Followed:

Item number 7 will be moved up at this time for discussion.

Update on Highway 25 Corridor Improvement project-Scott Burwell, McGill Associates.

Mayor Whiteside introduced Scott Burwell of McGill & Associates.

Scott Burwell of McGill & Associates gave an update on the Highway 25 Corridor project issues and what they are still working on and answered questions that council had on these items.

Discussion Followed:

This item to be removed from the agenda for next week.

Presentation of Audit for the 2018-2019 FY-Carol Avery of Lowdermilk & Church CPA.

Mayor Rod Whiteside stated that we will hear on our annual audit next week. He then asked the Town Manager was there anything else on this at this time.

Town Manager Mark Biberdorf stated that you will have a copy in front of you for next week. This was a clean audit again and the most complicated part was the grant funding for the Highway 25 Corridor project. Our fund balance did drop because

we spent quite a bit for the match and had to go over a bit on that as well. We were at 52% of unassigned fund balance and we were at 3.5 million last year at 52.3% and we were down to 3.29 million this audit year. We were down this past fiscal year to 44.9%. Fund Balance is still in good shape but we are teetering on that edge with our Fund Balance policy.

Public Hearing on Economic Development Land Acquisition-Heather Taylor Assistant Town Manager.

Mayor Rod Whiteside stated that next week we will have our public hearing related to the land acquisition on Hwy 25. He then asked the town manager was there anything else on this?

Town Manager Mark Biberdorf stated that this is similar to what we had to do with the property that we purchased from Dan Gilbert. We have in our ad all the remaining properties that have to be advertised for the public hearing for land acquisition and then we allow for public comment at the meeting as well.

Amendment to agreement with Meritor regarding use of property-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that this is a follow-up item. I talked to each of you about this and I told you that if we moved forward with this that you would have to approve this as a body. So the southern half of the property has the possibility for industrial development. I have a map in your packet that shows the available area that you could develop on. You have got about 5.11 acres in the flood plain that you could build in and then you have 1.6 acres that you could build on. This brings the total to just about shy of 7 acres that you could build light manufacturing on. I brought this back to Meritor to see if they were comfortable with this even though we have in our agreement that we could do C-1 or C-2 in there. They wanted language added to addendum or contract to go out to 2049 to say that we would not annex this property. They have asked for this for extra assurance.

Discussion Followed:

Discussion of the use of the Blackboard Connect calling system for elections notifications-Mayor Rod Whiteside.

Mayor Rod Whiteside stated now that the connect call for the election has gone out from the town (and for the record I was against this) we need to choose an option to establish a policy the eliminates the appearance of impropriety or the appearance of creating an unfair advantage. One of two options that I suggest that if the calls are going to continue to go forward with this then the calls should only contain the date of the election and if you have need any additional information then you contact the Henderson County Board of elections that is it. The second option the town should not be in the business of making these calls.

Discussion Followed:

Other council members feel that it is necessary to inform residents when voting is supposed to take place and let them know where the polls are located.

This will be discussed/voted on next week at the regular meeting.

Comments from the Town Manager Mark Biberdorf.

We have been working to extend the Cane Creek Greenway towards the Charlie Owen and Fern Leaf property and Conserving Carolina has been working on obtaining grants and they recently received a grant (\$126,000.00) through the Clean Water Management Trust Fund. They met recently with town staff and where that money is mostly going to be used for is to acquire right of way or easement on the Fern Leaf property. Then construction of a crushed stone trail and there is just one segment that is not connected to anything but it gets part of the trail constructed. Rebekah Robinson from Conserving Carolina will be here the first part of the year to give more of an update on that.

Continental Automotive wants to meet with the Town Manager/County Manager with maybe some update on the 25th of this month. There will probably be some discussion on the building and the property and what will happen with that.

On the traffic issues complaints on Pressley Hill Road (no justification analysis there) and then Woodhill and South Chase Drive the equipment will be place in there next.

I copied council when I asked about funding for the flasher at the Cove and Hooper's Creek Road. I contacted Chuck McGrady's office and they are waiting on a cost estimate on this so that they can bring it back for funding from the General Assembly.

Eric and I met with Blue Ridge Southern Railroad (Watco) about our town center project to approach them about encroaching into the railroad right of way. This ended up being a conference call. They are going to bring the information back to their public affairs and real estate department. With nothing specific right now this may be on a case by case basis which will improve our chances of commercial development in there.

The playground delay was in production the slides and sunshades were not ready and we are hoping for a November 18 installation.

The Veterans Salute is this Saturday at 9:00 am with the ceremony here in the council room and then upstairs in the multipurpose room for breakfast.

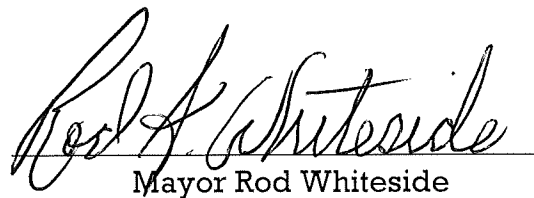
The Christmas in the Park is on December 7 from 1 to 5.

Mayor Rod Whiteside asked for a motion to adjourn and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilwoman Sheila Franklin.

Adjourned: 07:10 pm

Approved:

12-9-19
Date


Mayor Rod Whiteside

Town of Fletcher
Council Meeting
Minutes
November 12, 2019
"Tuesday"

Call the meeting to order at: 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
Councilwoman Sheila Franklin
Town Manager Mark Biberdorf
Assistant Town Manager Heather Taylor
Planning & Zoning Director Eric Rufa
Public Works Director Jabbo Pressley
Parks & Recreation Director Greg Walker
Police Chief Erik Summey

Invocation: Mayor Pro-Tem Eddie Henderson

Pledge of Allegiance: Mayor Whiteside

Public Comment

None at this time

Approval of minutes-corrections, additions or deletions.
(10/9, 10/14 & 10/24)

Mayor Whiteside asked were there any corrections on the minutes and if not do I have a motion. It was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Bob Davy and Councilwoman Sheila Franklin.

Motion carries all in favor.

Council Updates

Councilman Bob Davy commented on the Veterans ceremony was exceptional and that Parks & Recreation did a great job.

Consent Agenda

Tax refunds/releases

Approval of Sandy Kilgore to serve another 3 year term on the Parks & Recreation Advisory board which would expire in 11/22.

Approval of Resolution authorizing lease of property (former Fletcher Lawn & Garden) to Sammy Johnston.

Mayor Whiteside asked if there were any questions comments on the consent agenda at this time if not do I have a motion. It was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Bob Davy.

Motion carries all in favor.

Presentation of Audit for FY 2018-2019-Carol Avery of Lowdermilk & Church CPA.

Carol Avery of Lowdermilk & Church went over the most recent audit for the town. (See attached financial highlights)

Discussion Followed:

Public Hearing on Economic Development Land Acquisition-Heather Taylor Assistant Town Manager.

Assistant Town Manager Heather Taylor went over the land acquisition of the remaining 11 parcels for economic development by the town. This acquisition has a total of \$2,232,000.00 and we need to go into public hearing to see if there are any questions on this.

Councilman Hugh Clark made a motion to go into public hearing and it was seconded by Mayor Pro-Tem Eddie Henderson

Motion carries all in favor.

There were no comments from the public at this time on this hearing.

Councilman Hugh Clark made a motion to come out of public hearing and it was seconded by Mayor Pro-Tem Eddie Henderson.

Motion carries all in favor.

Mayor Whiteside asked do we have a motion to approve the expenditure for the total land acquisition that our Assistant Town Manager just spoke of. It was so moved by Councilman Bob Davy and seconded by Mayor Pro-Tem Eddie Henderson.

Motion carries all in favor.

Amendment to agreement with Meritor regarding use of property-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that the amendment to the Meritor agreement would have the amendment to expire in 2049 (instead of 2029 “involuntary annexation”) and the purpose of this is so that we can keep open the potential for industrial development on the southern half of the property. (7 acres of land to work with out of the flood plain) This does not bind council to use the property for light manufacturing it just leaves it open for a potential use. The northern half of the property can be used for recreational or agricultural use.

My plan is to bring this back in the form of an amendment to the agreement and I would bring the revised agreement back at a future date.

Mayor Whiteside asked were there any questions or discussion on this agenda item. If not do we have a motion. Mayor Pro-Tem Eddie Henderson stated that he would make that motion and it was seconded by Councilwoman Sheila Franklin. Mayor Whiteside then stated that all in favor of those extending the date to 2049 for the Meritor agreement say I.

Motion carries all in favor.

Discussion of the use of the Blackboard Connect calling system for elections notifications- Mayor Rod Whiteside.

Mayor Whiteside asked did council have any discussion or suggestions on this item

Councilman Bob Davy made the following proposal/motion for future notifications of upcoming elections in the area and it was seconded by Councilwoman Sheila Franklin.

Voting Announcement Notice

Town of Fletcher staff will use the Blackboard Connect Call system to inform residents whenever an election is being held. Message will include date of election, the hours the polls will be open and info on the location where each of the town's precincts will vote.

For example:

Next Tuesday, November 7th, elections will be held in the Town of Fletcher. Polls will be open from 6:30 in the morning to 7:30 in the evening. Residents living in the Park Ridge precinct will vote at the Fletcher 7th Davy Adventist Church Fellowship Building at 1141 Howard Gap Road. Residents living in the Hooper's Creek and Fletcher Precincts will vote at the Fletcher Town Hall at 300 Old Cane Creek Road.

Motion carries all in favor.

Comments from the Town Manager Mark Biberdorf.

On the Cane Creek Greenway extension Conserving Carolina was awarded a grant from the Clean Water Management Trust fund for \$126,000. This grant will be applied toward acquisition (construction costs) of the easement that we need across the FernLeaf property. Conserving Carolina is continuing on working towards funding resources and we will look at putting this in the CIP for greenway construction. Rebekah Robinson will be back in January to give you an update on this.

Continental Automotive wants to continue communication and try to keep us updated on their closing. They want a face to face meeting with us and the county manager. A meeting is scheduled for November 25 for updates on the transition and also a possible lease of the building.

On the traffic studies in a couple of areas, on Pressley Hill Road speeds were not higher than the majority of the data that was collected. (no justification) I emailed the resident that initiated this with the results and have not heard back from them.

The next place is in South Chase on South Chase Drive and Wood hill Drive and as soon as I get the information back on this I will share that with you.

On the general assembly request for contingency money has been submitted and they are waiting for detailed estimate from DOT and then it gets submitted to the staff of both chambers. It sounds like it is imminent. (Flashing light at Hooper's Creek and Wildbriar Road)

Eric Rufa and I met with the Southern Railroad (WATCO) and let them know what we we're working on with our town center project. We asked about encroaching into the right of way we get the right type of development up there. I submitted the survey on the block of properties of land that we are purchasing up there. They will forward this to their real estate office of governmental affairs.

On the playground update there has been a delay from the company slides and equipment was delayed in manufacturing. Should be in there by the 18th.

The Christmas in the Park event is on the 1st Saturday in December from 1 to 5 pm.

I had a call from the City's Attorney's office in Asheville (and the business owner) about the new Holiday Inn on Airport Road in which you access off of Bryan Blvd. (Some of Bryan Blvd is on the Fletcher side and the rest on the other side is on the unincorporated side of Buncombe County) They are trying to annex into the City of Asheville. We would love to annex them but we have the charter restriction that prevents us from annexing into Buncombe County. I may receive some type of document from them to receive permission to do this. The reason they need this is because of the current laws with satellite annexation. When you do a satellite annexation you have to get a release/permission from the municipality's corporate limits that it is closest to because they can prevent it. The other way around it is to go to the General Assembly which I suggested but they have not done it.

Discussion Followed:

Mayor Whiteside asked for a motion to adjourn and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilwoman Sheila Franklin.

Adjourned: 07:33 pm

Approved:

12-9-19
Date

Rod H. Whiteside
Mayor Rod Whiteside

Town of Fletcher
Financial Highlights
Years Ended June 30, 2019 and 2018

<u>General Fund</u>	<u>2019</u>	<u>2018</u>
Cash and investments	\$ 4,469,250	\$ 4,703,736
Total assets	\$ 5,364,264	\$ 5,481,494
Fund balance	\$ 5,216,533	\$ 5,413,385
Total revenue	\$ 7,128,071	\$ 6,817,509
Total expenditures	\$ 6,835,026	\$ 6,489,102
Transfers in (out)	\$ (506,767)	\$ (223,258)
Other financing sources (uses)	\$ 16,870	\$ 32,542
Increase (decrease) in fund balance	\$ (196,852)	\$ 137,691
Ad valorem taxes collected	\$ 4,018,784	\$ 3,970,066
Percent of taxes collected	99.37	99.52
Investment income	\$ 57,587	\$ 26,739

Fund Balance Available

Available Balance	4,362,983	4,676,402
Expenditures and other financing sources and uses	7,341,793	6,712,360
Available Fund Balance	59.43%	69.67%

Other Funds

Cash and investments	\$ -	\$ -
Total assets	\$ -	\$ -
Fund equity	\$ -	\$ -
Grant revenue	\$ 1,154,440	\$ 49,039
Operating expenses	\$ 1,661,207	\$ 272,297
Nonoperating revenues (expenses)	\$ -	\$ -
Transfers in/(out)	\$ 506,767	\$ 223,258
Net income (loss)	\$ -	\$ -