

Town of Fletcher  
Agenda Review Meeting  
Minutes  
September 6, 2022  
"Tuesday"

Call the meeting to order at: 6:00 pm

Those who were in attendance are as follows:

Mayor Preston Blakely  
Mayor Pro-Tem Bob Davy  
Councilman Keith Reed  
Councilman Trevor Lance  
Councilwoman Sheila Franklin  
Town Manager Mark Biberdorf  
Parks & Recreation Director Greg Walker

Moment of Silence:

Pledge of Allegiance:

\*\*\*Public Comments\*\*\*

**Jessica Taldeo of 124 North Ridge Drive, Asheville** stated that she is an employee of Asheville Regional Airport and the convenience store at the entrance to the Airport. She has expressed her concern for the safety of people walking from the airport down to the store and back. She stated that there are no sidewalks and the possibly of people getting hit by cars driving in and out from the Airport. She has asked for help to get sidewalks put in this area.

**Dennis Justice of 31 Tamis Lane, Fletcher** spoke on the proposed courts for Bill Moore Community park and offered some suggestions of what could be constructed in the designated area.

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

No comments were made on the minutes at this time.

**Council Updates**

None at this time

### **Consent Agenda**

Tax refunds/releases

Approval of Proclamation #P-22-02 in honor of annual Fall Litter Sweep which is September 10 thru September 24, 2022.

Approval of Resolution # R\_22-04 to sell surplus property on gov deals.com

Approval of bond for Phase I Infrastructure for "The Author's" Subdivision on Rutledge Road.

Approval of Resolution # R-22-05 in support of an Action Plan Grant through the Safe Streets for all Program

**Mayor Preston Blakely** asked for any questions comments concerns related to the Consent Agenda?

**Town Manager Mark Biberdorf** stated that the bond for the Phase I infrastructure of "The Authors" subdivision on Rutledge Road, is pretty straight forward as to what is being required of the developer. This is for the infrastructure improvements as to the value of sidewalks, streets and trees.

### **Public Hearing for consideration and approval of amendments to Article 6 of the Land Development Code pertaining to stormwater requirements – Eric Rufa, Planning & Zoning Director.**

**Mayor Blakely** asked for questions comments and concerns on the stormwater requirements

**Town Manager Mark Biberdorf** stated that I know that we had a representative from McGill Associates here last month and I think they have addressed most of the questions that council had on this. Planning & Zoning Director Eric Rufa had asked if council would like to have McGill Associates back for the public Hearing.

**Councilman Trevor Lance** asked if Planning & Zoning Director Eric Rufa would be able to answer any questions that the public had on this.

**Town Manager Mark Biberdorf** stated that yes, he should be able to answer any questions.

**Councilman Trevor Lance** stated that then he did not see the need to have McGill Associates back for the public hearing.

Discussion Followed:

**Proposal to create a Police Cadet position classification in the Fletcher Police Department – Dan Terry, Police Chief.**

**Town Manager Mark Biberdorf** stated that essentially, we are trying to compete with other police agencies out there and we do not currently pay for a recruit to go through BLET training. Now it is becoming more and more the norm to pay a cadet to go through the training. Chief Terry will be here next week to explain this in more detail. Our personal policy states that if we create a new position classification then it has to go before council. We are not looking for additional funds there is enough in the current budget to cover this.

Discussion Followed:

**Discussion of final design concept for multi-use courts at Bill Moore Community Park – Nate Sawyer, McGill Associates.**

**Town Manager Mark Biberdorf** stated that Nate Sayer could not be here tonight and Ben Cathey is here to provide some comments on this for you.

**Ben Cathey of McGill Associates** went over the three court design options that have been included in the agenda packet. He then answered questions that council had for him.

Discussion Followed:

Council agrees that they prefer option 3 and will vote on this at the regular meeting next week.

**Extension of purchase & sale agreement for Town Center project – Mark Biberdorf, Town Manager.**

**Town Manger Mark Biberdorf** stated that we are continuing to try and get the transportation improvement issue resolved; we are close just not there yet. The Congestion management in Raleigh has reviewed the traffic impact analysis and have sent it back to the local DOT office here and as of today we saw a letter that went back to the developer's consultant. It looks like they are going to accept what is recommended in the traffic impact analysis. They did not comment on these other options we have been talking to you about. The next step is to get comments back from DOT. We will be part of that meeting and it goes to the developer as to how much they want them to contribute. As this is we need more time on the purchase & sale agreement.

Discussion Followed:

Council agrees on the extension of the purchase & sale agreement.

**Staff report on development of a citizen survey for public engagement efforts – Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated that I know we have had a lot of conversation about doing a public engagement tool and, we talked about a survey. I have been doing some research on this and have gotten in touch with the school of government. They had some good information on this and I have attached an article in your packet entitled “So You Want to do a Survey”.

I have been looking at companies and if you are going to do this you are going to need a good consultant and have an idea of what you want to achieve. I pulled an example from the Town of Davidson to give you an idea of what we are looking at. I thought they laid it out in a fairly decent manner.

I contacted two firms one was BKL Research that does a telephone survey and they do not attempt to contact all residents just a random sampling of residents and the cost for a 20-question survey would be \$18,000. The other one is Polco and they do an online digital survey and the cost would be about \$17,000. Polco has just submitted a formal proposal but I have not had a chance to review it as of yet.

Discussion Followed:

**Staff report on consideration of a sewer extension project with ARP funds – Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated that in follow-up to prior discussions on evaluating a sewer project as a possibly of using our ARP funds. I know that I talked to you about Westfield Road, North Hudson Lane and Dogwood Terrace that is kind of a cluster off of Fanning Bridge Road that are surrounded by homes that have sewer. I started talking to staff from MSD to find out if it is even possible to do this. I know I shared with you an initial estimate on cost.

The extension for sewer would come from Glensprings Drive ( attachment in South Chase) to Westfield Road and the run from there to North Hudson Lane and to Dogwood Terrace. It would require 2 to 3 easements coming across from Glensprings Drive over to Westfield. The ball park estimates provided is \$615,000.00 not including right of way acquisition or disturbing the pavement. Then I had a conversation on what else needs to be considered as well. When they do a

sewer project they do a development fee per household which is \$2,836 then you have the cost of connecting to the line where the homeowner pays a plumber to connect to the line. (1,500 to 2,000) The average bill is about 30.00 a month for sewer service. If they extend sewer somewhere you don't have septic available you have to tap onto the sewer.

Discussion Followed:

Council agrees on a letter to be sent out to the homeowners to gauge interest in this project before moving forward.

**Comments from the Town Manager Mark Biberdorf.**

NFLP (New Fletcher Library Partners) is going to meet in October and I have had some communication with the president and vice president (Doug Agor and Grace Deal) (5013C incorporated group) and they are trying to decide to continue on or disband. I am going to meet with them this week as they are getting frustrated with the situation with no progress being made.

We were getting some recent requests for various traffic calming/safety requests in town. Steve Watkins who lives in Windsor Forrest has requested for a 4 way stop on the first stop sign coming into Windsor Forrest. I had an engineer look at it and staff and it is not recommended that a 4-way stop be put there. (there is a 2 way stop now) The traffic engineer recommended that the vegetation be trimmed down to create a better sight line.

South Chase has been a cut through to avoiding traffic, speeding and stop sign violations.

I was going to sit down and discuss with a traffic engineer to get suggestions for traffic calming in these neighborhoods.

**Councilwoman Sheila Franklin** commented on the ditches at the entrance to South Chase and how overgrown they are with weeds. She stated that a resident came to her about this.

Discussion Followed:

**Town Manager Mark Biberdorf** stated that he would get with Jabbo and look into this.

I attended the Henderson County TAC meeting and for your information I asked when is the expected completion for I26. It is May of 2024 when the widening of I26 will be completed. On the repaving of Rutledge Road, it is under contract but the contractor is so far behind that it will not be resurfaced until the Fall of 2024.

The STIP (State Transportation Improvement Plan) has had more money infused into this plan so that they can get some backed up projects completed. They put 7.8 billion dollars from excess sales tax revenue back into this fund. They put Sweeten Creek Road back on the list and the future I26 widening is back on the list as well.

**Mayor Blakely** asked for a motion to adjourn and it was so moved by Mayor Pro-Tem Bob Davy and it was seconded by Councilman Keith Reed.

**Motion carries all in favor.**

Adjourned: 07:44 pm

Approved:

10-10-22  
Date

  
Mayor Preston Blakely

Town of Fletcher  
Town Council Meeting  
Minutes  
September 12, 2022

Call the meeting to order at: 06:00 pm

Those who were in attendance are as follows:

Mayor Preston Blakely  
Mayor Pro-Tem Bob Davy  
Councilman Trevor Lance  
Councilwoman Sheila Franklin  
Town Manager Mark Biberdorf  
Planning & Zoning Director Eric Rufa  
Chief Dan Terry

**Councilman Keith Reed did not attend this meeting.**

Moment of Silence: Mayor Blakely asked for a moment of silence.

Pledge of Allegiance: Mayor Blakely led the group in the pledge of allegiance.

\*\*\*Public Comments\*\*\*

**Dennis Justice of 31 Tamis Lane, Fletcher** spoke on the proposed pickle ball courts and making one of the courts handicap accessible.

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

**Mayor Blakely** asked if there were any corrections, additions, deletions to the minutes? If not do we have a motion to approve the minutes as presented and it was so moved by Councilman Trevor Lance and seconded by Mayor Pro-Tem Bob Davy.

**Motion carries all in favor.**

**Council Updates**  
**None at this time.**

**Consent Agenda**

Tax refunds/releases

Approval of Proclamation #P-22-02 in honor of annual Fall Litter Sweep which is September 10 thru September 24, 2022.

Approval of Resolution # R\_22-04 to sell surplus property on gov deals.com  
Approval of bond for Phase I Infrastructure for "The Author's" Subdivision on Rutledge Road.

Approval of Resolution # R-22-05 in support of an Action Plan Grant through the Safe Streets for all Program

Approval of extension of purchase & sale agreement for Town Center project to October 31, 2002.

**Mayor Blakely** asked for any comments or questions on the Consent Agenda and if not do we have a motion to approve the Consent Agenda as presented and it was so moved by Mayor Pro-Tem Bob Davy and seconded by Councilwoman Sheila Franklin.

**Motion carries all in favor.**

**Public Hearing for consideration and approval of amendments to Article 6 of the Land Development Code pertaining to stormwater requirements – Eric Rufa, Planning & Zoning Director.**

**Planning & Zoning Director Eric Rufa** gave a brief overview of the stormwater requirements to make changes to our Land Development Code to be in line with the state mandates.

**Mayor Blakely** asked did council have any questions on this?

There were no questions at this time.

**Mayor Blakely** stated that we need a motion to go into public hearing for the approval of Article 6 of the Land Development Code pertaining to storm water requirements.

**Councilwoman Sheila Franklin** stated that she would make that motion and it was seconded by Councilman Trevor Lance.

**Motion carries all in favor.**

**Mayor Blakely** asked if there was anybody that wishes to speak during the public hearing?

There was no one that wished to speak at this time.



**Mayor Blakely** asked for a motion to close the public hearing and it was so moved by Mayor Pro-Tem Bob Davy and seconded by Councilwoman Sheila Franklin.

**Motion carries all in favor.**

**Mayor Blakely** asked for a motion to approve the amendments to the Land Development Code pertaining to storm water requirements and it was so moved by Mayor Pro-Tem Bob Davy and seconded by Councilwoman Sheila Franklin.

**Motion Carries all in favor.**

**Proposal to create a Police Cadet position classification in the Fletcher Police Department – Dan Terry, Police Chief.**

**Chief Dan Terry** gave a presentation on the requested Police Cadet position and answered questions that council had for him on this.

Discussion Followed:

**Mayor Blakely** asked for a motion to approve the Police Cadet position and Councilwoman Sheila Franklin said that she would make that motion and it was seconded by Councilman Trevor Lance.

**Motion carries all in favor.**

**Approval of final design concept for a multi-use courts at Bill Moore Community park.**

**Mayor Blakely** asked the town manager did he have any more information on this?

**Town Manager Mark Biberdorf** stated that they way council left it was based on the discussion from the agenda review meeting was the option 3 design. That option is with the 4 pickle ball courts, 1 tennis court and 1 basketball court which is actually 2 half courts with 4 goals.

**Councilman Trevor Lance** stated that are we possibly going to go with what Mr. Justice suggested to drop one pickle ball court and make it handicapped.

**Town Manager Mark Biberdorf** stated that I don't know at this point, as I did reach out to McGill Associates. They will make sure the courts are ADA compliant (American for Disabilities Act) but the ADA does not address a handicap accessible

pickle ball court so we would have to do more research on that. If this is something your interested in then I can reach out to McGill to see what that would look like.

Discussion Followed:

**Mayor Blakely** asked do we have a motion to approve option 3 for the multi use courts in Bill Moore Community Park and it was so moved by Mayor Pro-Tem Bob Davy and seconded by Councilwoman Sheila Franklin

**Motion carries all in favor.**

**Town Manager Mark Biberdorf** stated that McGill will work on a final design and go to a bidding process and I will keep you updated on that.

**Staff report on development of a citizen survey for public engagement efforts – Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated last week I had presented a staff report and a copy of an article on conducting citizen surveys and a sample from another community. You can do a written questionnaire, by telephone, or by interview. I recommend the best option would be the written questionnaire that can be completed online or by hard copy. The firm that seems to be the preeminent organization that has done a lot of these for local government agencies is Polco. I have since received a proposal from them and I am going through it right now and that I have some questions on. I have a phone conference tomorrow with the rep from that company and then I'll forward this to you and if you are comfortable with the proposal then we can consider moving forward on it at the October meeting.

Council is comfortable with this.

**Staff report on consideration of a sewer extension project with ARP funds – Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated that last week after your discussion on this is to move forward with a letter. Our target area is Westfield Road, N Hudson Lane and Dogwood Terrace. Dogwood Terrace has a little bit of sewer coverage on there. I have been communicating with the staff from Metropolitan Sewerage District (MSD), they have provided additional information on the cost. They have done some cost estimates on extension of the main infrastructure and then their costs involved to connect to the system. To move forward on this is to gauge interest from the residents in the impacted area here to see if there is enough interest. In the letter I

put the cost that you indicated that the property owner would need to participate in this which would be the normal development fee per household and then the cost to connect to the sewer line which is approximately \$5,000. Then the town is looking at potentially using ARP funds for the extension of the line and right of way acquisition and some other costs and it is north of \$600,000.00 at least. I drafted a letter and shared it with staff from MSD and they are comfortable with it. MSD will not participate with the right of way acquisition or getting an easement to come across to connect with the line in South Chase. There is a minimum size of the line and it has to be 12 inches and this line will be 8 inches. This is just some of the logistics to make this happen.

Discussion Followed:

Council agrees to move forward with sending out the letter to residents to gauge their interest in sewer services.

**Comments from the Town Manager Mark Biberdorf.**

The NFLP (New Fletcher Library Partners) are considering deactivating the advocacy group for a new library facility just because of the progress they were hoping to see at this point. I have met with Grace Deal and Doug Agor (vice president and president) of the NFLP they have a meeting coming up in October and are looking that process to deactivate the non-profit group. The money they raised is held with the community foundation and the money would have to go for another community purpose. They want to keep the Facebook page and the are not giving up they are just not willing to keep the group going as a non-profit.

Discussion Followed:

On the traffic calming (requests from residents) measures that I mentioned last week as we have had requests for stop signs, traffic tables/speed bumps in town. (Windsor Forrest and South Chase). I am going to engage with Gannett Fleming to come up with some traffic calming measures.

On the Henderson county TAC meeting that I recently attended, the I26 widening project will be completed in May 2024. Rutledge Road is under contract for paving but that contractor is so backed up so it could be next fall before the road will actually get paved. DOT has revised their state transportation improvement plan by putting more money into it with additional sales tax revenue (7.8 billion). So, the Sweeten Creek Road project is back on as well as the future I26 project is back on too.

Discussion Followed:

**Mayor Blakely** asked for a motion to adjourn and it was so moved by Mayor Pro-Tem Bob Davy and it was seconded by Councilman Trevor Lance.

**Motion carries all in favor.**

Adjourned: 07:00 pm

Approved:

10-10-22  
Date

  
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Mayor Preston Blakely