

**Town of Montreat
Board of Commissioners
Town Council Meeting
April 10, 2008 – 7:00 p.m.
Kirk Allen Building**

The Montreat Board of Commissioners held their regularly scheduled Town Council Meeting on April 10, 2008 at 7:00 p.m. in the Kirk Allen Building. Present among the Board were Mayor Letta Jean Taylor, Mayor Pro Tem Eric Nichols, Commissioner Ruth Currie, Commissioner Bill Hollins, Commissioner Jack McCaskill and Commissioner O’Neil Tate. Representing Town Staff were Town Administrator Ron Nalley, Public Works Director Charles Caldwell, Safety Officer Stephen Freeman, Chief of Police William B. McClintock, Town Clerk Misty R. Gedlinske and Building Inspector/Code Administrator David Currie. Five members of the public were also present. After calling the meeting to order, Mayor Taylor led the group in reciting the Pledge of Allegiance and gave the invocation.

Agenda Approval

Commissioner Currie noted a minor correction to the March 13, 2008 Town Council Meeting minutes. Mayor Pro Tem Nichols then moved to adopt the meeting agenda as presented. Commissioner Tate seconded and all voted in favor. The motion carried 5/0.

Public Hearing – Montreat Comprehensive Plan and Implementation Matrix

Mayor Taylor opened the public hearing to discuss the Montreat Comprehensive Plan and Implementation Matrix. Mr. Nalley said that the Comprehensive Plan and Implementation Matrix covered many areas, including character and design, management of growth, revenue sources, impact of Montreat College and Montreat Conference Center, housing, transportation and infrastructure. He explained that adoption of the Plan was the first step in a process to ensure that new development and the infrastructure and services that accompany it reflect the community’s desires and serve as a policy guide that will aid decision makers in the coming years to ensure Montreat remains a special place. He continued by stating that the Planning and Zoning Commission had unanimously recommended the Plan’s approval and had offered their services to assist with its implementation.

William Seaman of 131 Virginia Road was recognized and said he was pleased with the Plan’s vision and focus on affordable housing and guiding future growth to be consistent with the Town’s current architecture. He noted a lack of explicit reference in the Plan to sustainability and “green” development techniques such as xeriscaping, greenhouse gas emission control, erosion control, and felt that more specific language about these techniques and practices could serve as a means of educating the public of their importance and impact.

Meg Nealon thanked the Board of Commissioners for the opportunity to work with them and said she was grateful for the high level of community input and involvement throughout the Plan’s development. Hearing no further comments, Mayor Taylor then closed the public hearing.

Communications From the Mayor

Mayor Taylor administered an Oath of Office to David Currie and welcomed him as Montreat's new Building Inspector/Code Administrator.

2008 National Day of Prayer Proclamation: Mayor Taylor read aloud from a Proclamation declaring May 1, 2008 a National Day of Prayer in Montreat, and invited everyone to attend a time of community prayer on May 1, 2008 at 12:00 p.m. on the steps of Gaither Chapel.

Review of the Consent Agenda

Mr. Nalley said that with the adoption of the Consent Agenda, Council had approved the March 6, 2008 Agenda Meeting as presented, the March 13, 2008 Town Council Meeting as amended, had appointed Joseph Standaert to the Montreat Parks and Recreation Committee and adopted Proclamation #08-04-0001 as amended, proclaiming May 1, 2008 as a National Day of Prayer in Montreat.

Communications From the Town Administrator

Zoning Activity Report: Mr. Nalley reported that two projects had received Certificates of Zoning Compliance during the month of March and that Building Inspection fees totaled \$486.00 for the month with six permits approved and thirty-six inspections.

Planning and Zoning Commission Update: Mr. Nalley advised that after reviewing the list of short-term Comprehensive Plan Implementation Matrix goals assigned to them for completion within one year, the Planning and Zoning Commission had chosen the development of steep slope regulations as the first item to consider.

Board of Adjustment Update: Mr. Nalley stated that because the applicants were not present at the March 27, 2008 hearing, the Board of Adjustment postponed their consideration of Walter Bartlett's variance application until their April 24, 2008 meeting.

French Broad River MPO Memorandum: Mr. Nalley presented a memorandum from Chuck McGrady, Chair of the Transportation Advisory Committee (TAC) for the French Broad River Metropolitan Planning Organization (MPO) advising that the TAC had voted at their last meeting to transition staffing duties from the City of Asheville to Land-of-Sky Regional Council.

Citizen Request - Rental Property Fire and Safety Inspection Standards: Mr. Nalley reiterated Charles Clegg's request to amend the categories of rental properties in Montreat's rental ordinance to those intended to sleep sixteen and below and those intended to sleep seventeen or more pursuant to the regulations of NFPA 72. He advised that Mr. Clegg was the only resident requesting this change, and recommended that any revisions the Board chose to make to the rental ordinance should become effective at the end of the current three-year inspection period to avoid unnecessary confusion for the property owners who were currently submitting their

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applications for fire and safety code compliance certificates. He also noted that the State guidelines were a minimum standard and that local governments were allowed to enact more restrictive standards if they so chose. After discussion, the Council agreed by consensus to make no changes to the rental ordinance language at this time and to reconsider this matter at the end of the current three-year permit period.

Citizen Request - Dumpster Gates: Mr. Nalley also presented a letter from Perry Sprawls asking that the large drive-through gate behind the Town Services Office be open from 10:00 a.m. until 2:00 p.m. on weekdays to allow drive-up access to the Town dumpsters. He said that staff recommended leaving the large gate closed as it had proven to be a very effective means of controlling illegal dumping. After discussion, the Council agreed by consensus to continue leaving the drive-through gate locked and allowing public access to the dumpsters through the walk-through gate only.

Chapman Road Subdivision Update: Mr. Nalley reported that he and Mr. Caldwell met the previous Friday with McGill Associates engineers and the contractors involved with the Chapman Road subdivision project to clarify certain issues related to the project, and said that minutes of that meeting would soon be completed and distributed to the Council members.

Rotary Club HonorAir Fund Contribution Request: Mr. Nalley also presented a request from the Rotary Club of Asheville for an \$800 donation to fund the cost of two seats on its second HonorAir flight of World War II veterans to view the recently completed memorial in Washington, DC on May 10, 2008. After discussion, the Board agreed by consensus that private donations would more appropriate to fund this effort. Mayor Taylor encouraged anyone interested in contributing to visit the Town Services Office.

Administrative Reports

Police Chief: Chief McClintock presented and reviewed his Police Department activity report for the month of March.

Public Works Director: Mr. Caldwell listed the collection amounts of garbage and recyclables for the month of March and noted that a consistent reduction in the garbage tonnages since the fence was installed around the dumpster site. He also reported that his crews were working to address some isolated incidents of bears digging under the fencing to access the dumpsters. Mr. Caldwell also advised that brush removal and street cleaning were ongoing, and that pothole repairs throughout the Town would resume once the local asphalt plants re-opened later in the Spring.

Finance Officer: In Mr. Stackhouse's absence, Mr. Nalley asked the Council to call the Town Services Office with any questions they may have concerning the final February 2008 and preliminary March 2008 Financial Reports.

Commissioner Reports

Mayor Pro Tem Nichols had no report at this time.

Commissioner Currie asked when the revisions to the Town's public improvements ordinance to require all homes within a greater distance threshold from existing water and sewer lines to connect to those systems would be completed. Mr. Nalley replied that Town Attorney Susan Taylor Rash would review the ordinance for compliance with current General Statutes and that staff would present proposed revision language once that review was completed. Commissioner Currie also said she believed that Council had reached a consensus to support the Parks and Recreation Committee's desire to become a LandCare consortium provided that the group remained under the Town's organizational authority. She asked that the audio recording of the Retreat meeting be reviewed to clarify this issue prior to making any changes in the Parks and Recreation Committee's bylaws. Mayor Pro Tem Nichols then asked about the procedure for property owners interested in donating land into permanent conservancy. Commissioner Currie explained that the Open Space Conservation Committee had prepared an application for interested property owners to complete, and that the subject property would then be evaluated for acceptance pursuant to procedures outlined in the Open Space Conservation Plan.

Commissioner Hollins said that members of the community had asked him for information on recycling measures at the Montreat Post Office. Mr. Nalley said that he been told that the Post Office did have a recycling program in place and agreed to ask the Postmaster for more information.

Commissioner McCaskill had no report at this time.

Commissioner Tate had no report at this time.

Public Comment

Mr. Elliott Hester was recognized and asked the Council to consider repainting the double yellow center traffic lines on Assembly Drive from the Montreat Gate to Assembly Inn as soon as possible. He also asked for the removal of a dead tree on North Carolina Terrace as a matter of public safety.

Mr. William Goodwin of 519 Providence Terrace was recognized and asked for clarification of his recent request to close a portion of unopened public right-of-way adjacent to his property on Providence Terrace. Mayor Taylor explained that Council had considered this request at their February 14, 2008 Town Council meeting and had chosen not to proceed with the right-of-way closure at that time. Mr. Goodwin also asked for more information on future plan for water and sewer line extensions. Mr. Nalley explained that these projects were managed through the Town's five-year Capital Improvements Plan, and that no water or sewer line extensions were planned in the immediate future.

Old Business

Water Shortage Response Plan: Mayor Pro Tem Nichols moved to adopt Ordinance #08-04-0001 to amend Chapter E – Utilities, Article II – Water Conservation Ordinance of the Code of General Ordinances of the Town of Montreat, , a copy of which is attached to these minutes and incorporated herein by reference. Commissioner Currie seconded and all voted in favor. The motion carried 5/0.

New Business

Montreat Comprehensive Plan and Implementation Matrix: Commissioner Currie asked that the language of the “Goals” section of the Comprehensive Plan Implementation Matrix be revised to change the term “man-made” to a more gender-inclusive word or phrase. The Council agreed by consensus. Commissioner Currie then moved to adopt Resolution #08-04-0001 Adopting the Town of Montreat Comprehensive Plan as amended, a copy of which is attached to these minutes and incorporated herein by reference. Commissioner Hollins seconded and all voted in favor. The motion carried 5/0.

Resolution Establishing a Policy for Disposal of Surplus Property of Minimal Value: Commissioner Hollins moved to adopt Resolution #08-04-0002 Establishing a Policy and Procedure for Disposal of Personal Property Valued at Less Than \$5,000.00, a copy of which is attached to these minutes and incorporated herein by reference. Mayor Pro Tem Nichols seconded and all voted in favor. The motion carried 5/0.

Public Comment

There were no comments from the public at this time.

Meeting Dates

Mayor Taylor announced the following upcoming meeting dates:

<u>April Planning & Zoning Commission Meeting:</u>	April 17, 2008, 7:00 p.m., Kirk Allen Building
<u>April Board of Adjustment Meeting:</u>	April 24, 2008, 7:00 p.m., Kirk Allen Building
<u>Agenda Items Due:</u>	April 25, 2008, 4:30 p.m., Town Services Office
<u>Agenda Packets Available:</u>	April 29, 2008 Town Services Office

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May Agenda Meeting: May 1, 2008, 7:00 p.m.
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May Parks & Recreation Commission Meeting: May 6, 2008, 9:00 a.m.,
Andy Andrews Gallery

May Town Council Meeting: May 8, 2008, 7:00 p.m.,
Kirk Allen Building

May Planning & Zoning Commission Meeting: May 15, 2008, 7:00 p.m.,
Kirk Allen Building

Town Services Office Closed: May 26, 2008
Memorial Day Holiday

Memorial Day Sanitation Collection Date: Tuesday, May 27, 2008

Closed Session

Commissioner Hollins moved to enter into Closed Session in accordance with North Carolina General Statute §143-318.11(5) to discuss proposed acquisition of real property. Mayor Pro Tem Nichols seconded and all voted in favor. The motion carried 5/0. No action was taken during the Closed Session.

Revenue Source Committee Appointment

Upon returning to open session, Mayor Pro Tem Nichols asked that Revenue Source Committee appointments be added to the meeting agenda as an item of New Business. The Board agreed by consensus. Mayor Taylor opened the nominations for appointments to the Revenue Source Committee. Mayor Pro Tem Nichols nominated Don Reid. Hearing no other, Mayor Taylor closed the nominations, and Mr. Reid was appointed by a vote of 5/0.

Adjournment

There being no further business to discuss, Commissioner Hollins moved to adjourn the Agenda Meeting. Commissioner McCaskill seconded. The motion carried 5/0 and the meeting was adjourned at 8:55 p.m.

Letta Jean Taylor, Mayor

Misty R. Gedlinske, Town Clerk