

**Town of Montreat
Board of Commissioners
Agenda Meeting
May 1, 2008 - 7:00 p.m.
Kirk Allen Building**

The Montreat Board of Commissioners held their regularly scheduled Agenda Meeting on May 1, 2008 at 7:00 p.m. in the Kirk Allen Building. Present among the Board were Mayor Letta Jean Taylor, Commissioner Ruth Currie, Commissioner Jack McCaskill and Commissioner O'Neil Tate. Mayor Pro Tem Eric Nichols arrived at 7:03 p.m. Commissioner Bill Hollins arrived at 7:05 p.m. Representing Town Staff were Public Works Director Charles Caldwell, Chief of Police William B. McClintock, Town Clerk Misty R. Gedlinske and Finance Officer Stefan Stackhouse. Town Administrator Ron Nalley arrived at 7:07 p.m. No members of the public were present. After calling the meeting to order, Mayor Taylor led the group in reciting the Pledge of Allegiance and gave the invocation.

Communications From the Mayor

2008 National Volunteer Week and 2008 National Public Works Week Proclamations: Mayor Taylor said that proclamations designating April 28 - May 2, 2008 as National Volunteer Week and May 18 – 24 as National Public Works Week would be presented at next week's meeting.

Land-of-Sky Regional Council Water Resource Plan Study: Mayor Taylor referred to a brochure from Land-of-Sky Regional Council concerning their development of a comprehensive study of each member municipality's water system rates, capacity and infrastructure information.

French Broad/Pigeon River Water Sheds Regional Trails and Open Space Plan: Mayor Taylor also reported that the Land-of-Sky Regional Council was working with the North Carolina State Trails Program to create a draft Regional Trails and Open Space Plan for the French Broad and Pigeon River water sheds.

Review of the Consent Agenda

Mayor Taylor summarized the items listed on the Consent Agenda, which included the minutes of the March 10, 2008 Continued Meeting and April 3, 2008 Agenda Meeting, as well as a call for a Public Hearing on June 12, 2008 at 7:00 p.m. or as soon thereafter as possible to discuss the proposed 2008-2009 Fiscal Year Budget.

Agenda Approval

Commissioner Hollins moved to adopt the meeting agenda as presented. Mayor Pro Tem Nichols seconded and all voted in favor. The motion carried 5/0.

Communications from the Town Administrator

Planning and Zoning Commission Update: Mr. Nalley said that as part of the Planning and Zoning Commission's consideration of steep slope regulations, Urban Planner Nathan

Montreat Board of Commissioners
Agenda Meeting
May 1, 2008

Pennington gave a presentation at their April meeting on the City of Asheville's Hillside Development Ordinance and relevant excerpts from Buncombe County's Subdivision Ordinance.

Board of Adjustment Update: Mr. Nalley reported that at their April meeting, the Board of Adjustment appointed Steve Aceto as their new Chair, and unanimously granted Walter Bartlett's variance request to construct a home below the minimum lot width line and within the side yard setback area of his lot on Oklahoma Road.

Administrative Reports

Police Chief: Chief McClintock said he would present his monthly departmental activity report at next week's meeting.

Public Works Director: Mr. Caldwell said that garbage and recyclables would be collected on Tuesday, May 27 2008 due to the Memorial Day holiday. He also reported that repainting of the double yellow center traffic lines on Assembly Drive and a section of Lookout Road was scheduled to begin at 7:00 p.m. on the following Tuesday. In response to Commissioner Currie's inquiry, Mr. Caldwell said that his crews were reinforcing the fence perimeter at the Town's dumpster facility to discourage the bears from digging underneath the fencing to gain access to the compactors.

Finance Officer: Mr. Stackhouse said he would present the final March 2008 and preliminary April 2008 Financial Reports at next week's meeting. He also noted that the Audit Committee was scheduled to meet on May 14, 2008 at 2:00 p.m. in the Town Service Office.

Building Inspector/Code Administrator: Mr. Currie was absent and his zoning activity and building inspection report was delayed until next week's meeting.

Commissioner Reports

Mayor Pro Tem Nichols reported that Henry Copeland, Jerone Herring and Ann Straughan had agreed to serve along with himself and Don Reid on the Revenue Source Committee. Mayor Taylor said that the Council will hear nominations to appoint these members at next week's meeting. Mayor Pro Tem Nichols also advised that the Black Mountain Center for the Arts had raised \$11,409 at their recent auction, and asked that a link to their website be posted on the Town's website.

Commissioner Currie asked whether instructions for disposal of hazardous materials such as paint, batteries and fluorescent light bulbs had been finalized. Mr. Caldwell confirmed that this had been done, and also advised that Goodwill Industries had agreed to accept donations of used computer hardware. Mrs. Gedlinske stated that all of this information would be included in the upcoming sanitation services brochure.

Commissioner Hollins had no report at this time.

Commissioner McCaskill had no report at this time.

Commissioner Tate reported that the Parks and Recreation Committee would meet on May 6, 2008 at 9:00 a.m. in the Andy Andrews Gallery to continue their discussion of revisions to their bylaws to reform the committee into a LandCare consortium. He also noted that the group was still working on a joint application with Montreat College and Montreat Conference Center for the Fit Community grant.

In response to Commissioner McCaskill's question concerning the status of Montreat's Mobile Emission Sources Reduction Grant application for an electric vehicle, Mr. Nalley advised that he had received an award letter from the Department of Environment and Natural Resources in the amount of \$12,800. He said that he would meet during the following week with Bob Tuttle and Mike Sonnenberg to discuss vehicle model selection.

Public Comment

There were no comments from the public at this time.

Old Business

There were no items of Old Business presented for discussion at this time.

New Business

Metropolitan Sewerage District Update Activity Report and Resolution: Metropolitan Sewerage District Chair Steve Aceto gave a brief update on MSD's budgeted revenues and expenditures for the 2008-2009 fiscal year. He reported that the \$1,850,000 loss of industrial service revenues due to closing at the BASF, Luster, Anvil and Square D manufacturing facilities had been more than offset by residential service expansion. He also noted proposed rate increases of 3% for residential customers and 6.2% for industrial users that would be used to fund sewer system rehabilitation, sewer line replacement projects and to ensure compliance with EPA and NCDENR permit obligations. He continued by reviewing the number of customer calls and work orders for Montreat over the past year, as well descriptions of the work done and the average response time to each request for service. Mr. Aceto also presented a draft resolution supporting the development and expansion of affordable housing projects in the MSD service area and said that the District's Board of Directors was asking each member municipality to consider its adoption. He explained that because State law currently prohibited rate structure differentiations for these types of projects, MSD instead offered reduced facility fees and a cost recovery program for a portion of the cost of constructing or extending sewer service connections as a means of encouraging builders to continue affordable housing development projects in the area.

Banking Services Contract: Mr. Stackhouse advised that the Local Government Commission had recommended that all of the Town's service-related contracts be placed on a five-year

Montreat Board of Commissioners
Agenda Meeting
May 1, 2008

competitive renewal schedule. He said that First Charter, First Citizens and SunTrust had submitted acceptable responses to the Request for Proposals (RFP) he had developed and issued recently to several local banking institutions. He referred to a memorandum comparing each bank's response and noted that while SunTrust Bank offered a slightly higher interest rate on Town investments, the additional amount earned would not be significant and may not justify the staff time, software modifications and procedural changes involved in moving the Town's accounts to a new bank. After brief discussion, Mayor Pro Tem Nichols recommended that the Town's banking contract with First Charter Bank be continued and the draft resolution awarding the banking services contract be amended accordingly.

2008-2009 Fiscal Year Budget Presentation: Mr. Nalley advised that he would give a brief presentation of the proposed 2008-2009 Fiscal Year Budget, after which the Board would have the opportunity to schedule a budget workshop meeting to discuss this matter in more detail.

Public Comment

There were no comments from the public at this time.

Closed Session

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

Adjournment

There being no further business to discuss, Commissioner Currie moved to adjourn the Agenda Meeting. Commissioner Hollins seconded. The motion carried 5/0 and the meeting was adjourned at 8:50 p.m.

Letta Jean Taylor, Mayor

Misty R. Gedlinske, Town Clerk