

MINUTES
BEECH MOUNTAIN TOWN COUNCIL
Planning Retreat - March 26, 2004

Call to Order

Mayor Rick Owen called a special meeting of the Beech Mountain Town Council to order at 9:00 a.m. on Friday, March 26, 2004, in the Comfort Suites in Boone. Other Council Members present were Gil Adams, Pete Chamberlin, Paul Piquet and Dr. Ed Waligroski. Also present were Town Manager Seth Lawless, Chief of Police Jay Hefner and Public Works Director Riley Hatch.

I. Law Enforcement Matters - Chief Jay Hefner reported that the GIS software was in operation. Regular updates will be made. The software maps roads and buildings with more information to be added at a later date.

Chief Hefner explained that the system still needed a lot of work with incidents of calls hitting out of area cell towers, therefore diverting calls to other communication centers. Dispatchers from other areas are able to pass the information to the proper agency.

Chief Hefner reported that the Emergency Medical Dispatch (EMD) application had been sent and the date to start the EMD program was July 1st. Ms. Wiseman from Mitchell County will come up to train the Beech Mountain Communications employees.

Mr. Adams asked what areas the Town's 911-cell phone would service to which Mr. Hefner indicated that it was the 387 prefix numbers.

Mr. Lawless suggested that the department set aside some time to test the various locations on the Mountain to determine where the 911 calls are sent. Chief Hefner indicated that he would schedule this project.

Chief Hefner reported that Communications Officer Dave Davis updates the 911 customer information twice a year.

Chief Hefner explained that one of the budget amendments being presented to the Council today was for purchasing new hand held radios. Block grant funds were being transferred for the purchase. The model currently in use is very ineffective. The model that is being purchased had been tested and worked well on the Mountain and were projected to last about 10 years.

II. Wastewater Update - Mr. Lawless gave an update on the repairs to the Grassy Gap and Pond Creek Wastewater facilities. The Town is starting on Phase II of the collection system repairs. Iron Mountain was awarded the contract. Mr. Lawless presented the Council information on the extent of the repairs made to date compared to the recommendations contained in the Comprehensive Wastewater Analysis completed prior to construction, as well as the cost of the projects.

Mr. Lawless discussed the performance of both treatment plants under the S.O.C. Pond Creek has not received any violations, while Grassy Gap has had four. The Grassy Gap Plant improvements are now complete.

Dr. Waligroski asked how much the Town had been fined under the S.O.C. Mr. Lawless replied \$4,000, which is under appeal.

Mr. Chamberlin asked how long the Phase II work would take and Mr. Lawless indicated that the contract calls for 145 days after the job starts, which is scheduled for April 16th.

Mr. Lawless reported to Council that a rate increase would be necessary to fund the work at Pond Creek. Paul Piquet asked about the availability fee schedule, and if those funds could be used to finance the Pond Creek work. Lawless replied that the Town increased availability fees in 2002, and while additional revenue has been made available for future construction, it would not likely be enough to finance the debt service required for the project. It was a general consensus that small, more frequent increases are fairest to the customers.

III. Street Resurfacing Priorities - Mr. Lawless reported that last summer's resurfacing for Beech Mountain Parkway (from Pine Ridge to North Pinnacle Ridge); and Lake Rd have been put out to bid again. The bids received last summer were too high. Mr. Powell was in the process of getting the estimates.

Dr. Waligroski asked about a priority list for roads that need to be paved, noting his concern for the taxes that people pay and not getting any new paving. Mr. Chamberlin noted that the 2001 moratorium had changed the Town's priorities.

Mayor Owen noted that the priority list for paving that included Lakeledge Circle and Chestnut Way had never been budgeted – it was a list Joe Perry had put together for the Planning Board.

There was some discussion about adding the unpaved section of Charter Hills Road to the repaving of Summit Circle. This would require a petition from the property owners. After much discussion, the Council agreed to move forward with the 2 resurfacing projects scheduled for 2003, as well as Summit Circle and the lower half of Grassy Gap Loop Rd.

Mr. Hatch indicated that the property owners on Red Oak Road were interested in getting their road paved, however, completing a petition would be difficult because the Town owns a long strip of adjacent right of way, and several of the other abutting owners access their homes from Pinnacle Ridge Rd.

Mr. Lawless noted that E & K Construction had asked for an easement to cross the portion of property off Red Oak Road for sewer hook-up. The consensus of the Council was to allow E & K Construction the sewer easement, as long as they produced a bond covering potential damage to Beech Mt Parkway.

IV. Public Works Issues - Mr. Hatch reported that the Town will have to upgrade the water

Mr. Piquet indicated that he did not want to see employees go backwards in salary. Employees are an important asset. He did think the rate structure was set in an unorganized manner and required further attention.

After a lengthy discussion Mayor Owen summarized the Council's consensus being that the Town should use the funds saved by changing insurance companies to try and keep the employees with dependant coverage paying about what they are currently paying. All agreed.

VI. Operation of Proposed Indoor Recreation Center - Mr. Lawless described his proposed organizational structure for Town recreation employees. B. J. Hughes will continue with his current, outdoor duties and remain under the supervision of the Public Works Director. One full time employee and a number of part time workers, under the supervision of the Town Manager will head the Center. Each operation will have its own budget.

Mr. Lawless asked for clarification as to what the Parks and Recreations Committee would be responsible for, as their main objective of a Recreation Center building was in the process of being built. Mr. Lawless felt it would be best to have an Ordinance to establish the Committee's responsibilities, structure and membership.

Mr. Chamberlin felt it was important to distinguish the Parks and Recreation Committee from the daily operations of the Recreation Center.

Mr. Piquet noted that the replacement of Chairman Roger Bullock on the Parks and Recreation Center Committee would have to be addressed in the near future.

Mr. Lawless reported that a pre-construction meeting was held yesterday, March 25th. The contractor G.E.M. was scheduled to start grading for the building on April 12th.

Mayor Owen expressed his desire to have a groundbreaking ceremony for recreation building. The Council consensus was to hold it on Saturday, April 17th at 12:00 noon at the Park. Mayor Owen indicated that everyone on Beech Mountain should be invited to the event and that it was important to keep the community involved in the process. Hamburgers and hot dogs will be served.

VII. Budget Amendments - After a brief discussion Mr. Chamberlin made a motion to pass all four budget amendments presented by staff. Paul Piquet seconded the motion, which passed unanimously. Copies of the amendments are available from the Town Clerk.

VIII. Review Budget Presentation Format and Set Budget Meeting Date - Mr. Lawless gave a quick overview of the budget presentation format to expedite the upcoming budget workshops. The Council agreed on the following dates: Tuesday, May 25th and Tuesday June 1 at 4:00 p.m. The public hearing will be held at the June 8th regular meeting at 6:00 p.m. Any additional meetings, if necessary, will be scheduled after June 8th. All meetings are at Town Hall.

IX. Volunteer Recognition - Mr. Lawless reported that the Chamber of Commerce was planning a thank you dinner on June 25th for volunteers. Town Council agreed to pay one third of the cost of the dinner if the Chamber of Commerce and the IDA also contributed one third.

system telemetry because of State regulations. A monitoring system similar to the wastewater telemetry will have to be installed. Piedmont Automations and Harrisburg Equipment are in the process of quoting prices. A request for the upgrades will be included in the upcoming budget.

Mr. Hatch described a water meter reading system that uses radio frequencies to record usage. While the project would be very expensive, Public Works is now installing the type of meter that could be later upgraded to radio-read.

Mr. Hatch reminded the Council that the Spruce Hollow water tank would be repainted in April. Down time on that tank will be approximately 3 weeks.

Mr. Hatch reported that \$30,000 had been allotted for gravel. Oak Road, Jack Pine and Rhododendron will be graveled. A few areas of Buckeye Creek Rd. will receive some gravel. Mr. Piquet asked Mr. Hatch to look at the possibility of adding Hawthorne Rd. to the list.

Mr. Hatch informed the Council that he would be requesting another dump truck as well as a new sanitation truck. Mr. Hatch stated that he was in the process of getting a demo for a vacuum truck for sewer line maintenance, which could be jointly owned with the Town of Banner Elk.

Mr. Lawless asked Mr. Hatch to prioritize his requests. Mr. Hatch replied 1) garbage truck, 2) dump truck, and 3) vacuum truck.

Lastly, Mr. Hatch indicated that it would soon be necessary to purchase another sewer line inspection camera for 4" lines, the other camera is too large for anything below 6". Estimated cost of the camera is \$10,000.

Dr. Waligroski asked if there was any thing other than chat to put on the road. Mr. Hatch responded that sand was too expensive leaving no other alternatives. Mr. Hatch indicated that his crew would start road clean up as soon as weather permitted.

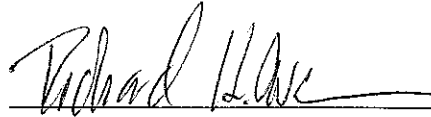
Mr. Piquet ask if Public Works could do a sweep of the Town at the end of the summer to pick up items left in front of individual homes to which Mr. Hatch agreed.

V. Employee Health Insurance - Mr. Lawless reported that the cost of employee health insurance for 2003-04 was \$284,052. The same plan will increase \$45,528 for 2004-05, a 16% increase. Mr. Lawless went over the coverage the Town offers to the employees and stated that he hoped the Town could continue providing the current level of benefits. The Finance Officer has been obtaining quotes from other insurance companies, and the most competitive will likely be Blue Cross. Lawless continued on to say that he has found companies will often outbid the NCLM risk pool to obtain the coverage, and then greatly increase premiums in the second and third years. Lawless concluded that as soon as next year, the Town was going to be forced to seriously analyze the way in which the employee health insurance benefit is structured.

Mr. Piquet asked about retired employees. Lawless replied that Town retirees are offered the opportunity to stay on the Town plan at their own expense.

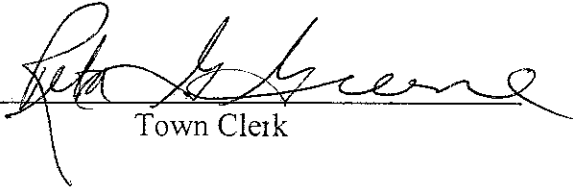
X. *Adjournment* – Upon consensus, the meeting adjourned at 1:35 p.m.

Minutes approved by the Town Council on April 13, 2004



Mayor

ATTEST:



Town Clerk

MINUTES
BEECH MOUNTAIN TOWN COUNCIL
MARCH 9, 2004

CALL TO ORDER

Mayor Rick Owen called the regular meeting of the Beech Mountain Town Council to order at 6:00 p.m. in the Town Hall. Other Council Members present were Gil Adams, Pete Chamberlin, Paul Piquet and Dr. Ed Waligroski. Also present were Town Manager Seth Lawless, Police Chief Jay Hefner, Public Works Director Riley Hatch, Building Inspector Keith Cook, and Town Attorney David Paletta. There were a number of interested parties in the audience.

Invocation – Chief Jay Hefner opened the meeting with prayer.

Pledge of Allegiance - All present joined in the pledge of allegiance to the flag.

1. ***Adoption of Agenda*** – Mr. Chamberlin moved to approve the Agenda as presented. Mr. Piquet seconded the motion and it passed unanimously.

2. ***Public Hearing – Proposed Zoning Map Amendment*** – Mayor Owen opened the hearing at 6:03 p.m. and recognized Seth Lawless. Mr. Lawless explained that the Zoning Map Amendment was to zone the recently incorporated Beech Place Condominium site ‘R-3’. Ms. Cindy Keller asked if there were any other zoning options the Council could impose. Mr. Lawless handed Ms. Keller a copy of the zoning classification definitions and summarized the characteristics of R-3 A and R-3 B, which are similar to R-3. Hearing no other comments from the audience, Mayor Owen closed the Public Hearing at 6:05 p.m.

3. ***Consent Agenda – Minutes of February 10th Regular Meeting*** - Mr. Chamberlin moved to accept the minutes of the February 10th meeting as presented. Mr. Piquet seconded the motion and it passed unanimously.

4. ***New Business***

A. Proposed Zoning Map Amendment - Mr. Chamberlin moved to adopt the R-3 zoning district recommendation for the Beech Place Condominium property. Dr. Waligroski seconded the motion and it passed unanimously.

B. Call for Special Meeting - Mr. Chamberlin moved to hold the Town’s annual Planning Retreat on Friday, March 26th, starting at 9:00 a.m. in the Comfort Suites, 1184 Highway 105 in Boone. Mr. Piquet seconded the motion and it passed unanimously.

C. Raven Road Sewer Extension Request - Mr. Lawless reported that Dr. Ed Calvin had requested a sewer extension of 1,122 l.f. extension of the public sewer to serve three homesites. Dr. Calvin had the project engineered and sent to the State, which has approved the design. Dr. Calvin is aware that the new line can’t be connected to the Town system until

additional flow is permitted in the Grassy Gap basin. The project is located on a private road, and the Town would need an easement prior to accepting the new line. Mr. Chamberlin moved to approve the sewer extension request, Dr. Waligroski seconded the motion and it passed without dissent.

D. Review Fence Proposal - Mr. Lawless reviewed a proposal from Mountain Fence Company to extend the existing fence around the Buckeye Water Treatment Plant. The extension would allow hikers to access the Falls Trail while still securing the Treatment Plant.

Dr. Waligroski suggested the clear well also be fenced in. Mr. Chamberlin stated that the project should be put on hold due to the construction of the Recreation Center nearby. All agreed to have staff work with the existing fence to accommodate hikers.

E. Consider Resolution 04-03-01 Establishing Definition of Capital Expense- Mr. Lawless explained that the Town had always had a very low threshold on capital items, and recommended that materials with a useful life of more than one year and a value of at least \$5,000 be considered capital. Mr. Adams moved to approve Resolution 04-03-01, seconded by Mr. Piquet with all voting for the motion.

5. Staff/Consultant Reports

A. Town Engineer's Report. - Mr. Lawless reported for Mr. Powell, who was unable to attend the meeting. 1) A pre construction meeting for the Phase II sewer rehabilitation project will be held on Tuesday, March 16th at 1:00 p.m. 2) Carver Tank Painting has been contracted to paint the Spruce Hollow Holding Tank. The work will take 2 to 3 weeks to complete. 3) Town employees will be repairing the retaining wall for the alum sludge basin at the water plant and 4) Mr. Powell is in the process of obtaining bids for the Lake Road and Beech Mountain Parkway resurfacing projects.

B. Public Works Director's Report. - Riley Hatch reviewed departmental activities over the past month. The Town has had two water leaks on Tamarack and Woodland Road. The Woodland Road leak lost approximately 70,000 gallons.

C. Town Attorney's Report. - Mr. Paletta reported that the two scheduled foreclosures had been cancelled following his collection of the amounts owed.

D. Police Report - Chief Hefner reviewed the monthly Police Department Activity Report, which is on file with the Town Clerk. Chief Hefner also gave an update on the G.I.S project, which will require he and Communications Officer David Davis to attend a training session in Atlanta. Chief Hefner concluded his report by stating that all of the Beech Mountain dispatchers had obtained E.M.D. certification.

E. Town Manager's Report. - Mr. Lawless presented a brief report, on file with the Town Clerk.

F. Tax Collection Report - On file with the Town Clerk.

G. Building Inspections Report - On file with the Town Clerk.


6. *Other Business* –

A. Plaque - Mr. Piquet proposed purchasing a bronze plaque honoring deceased Police Captain R. L. Dunn. The plaque would hang in the patio of the Visitor's Center. Mr. Chamberlin moved to purchase the plaque. The motion was seconded by Mr. Adams and passed unanimously.

B. Seminole Trail - Walter & Betty Lemke presented the Council members with written materials regarding their request for deannexation. The Council accepted the documents.

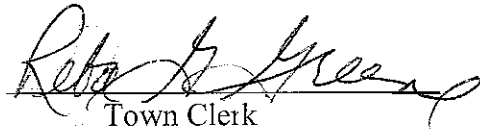
7. *Adjournment* – Upon a motion by Dr. Waligroski, seconded by Mr. Piquet the meeting adjourned at 6:45 p.m.

Minutes approved by Town Council on April 13, 2004.



Mayor

ATTEST:



Town Clerk

