

MINUTES
Town of Blowing Rock
Town Council Meeting
October 11, 2016

The Town of Blowing Rock Town Council met in regular session on Tuesday, October 11, 2016 at 6:00 p.m. The meeting took place at Town Hall located at 1036 Main Street, Blowing Rock, N.C. Present were Mayor J.B. Lawrence, Mayor Pro-tem Albert Yount and Council Members Jim Steele, Sue Sweeting, Doug Matheson and Ray Pickett. Others in attendance were Town Manager Scott Fogleman, Town Attorney Allen Moseley, Town Engineer Doug Chapman, Planning Director Kevin Rothrock, Finance Officer Nicole Norman, Public Works and Utilities Director Mike Wilcox, Building Inspector John Warren, Police Chief Tony Jones, Parks & Recreation Director Jennifer Brown and Town Clerk Hilari Hubner.

CALL TO ORDER

Mayor Lawrence called the meeting to order at 6:00 p.m. and welcomed everyone.

APPROVAL OF MINUTES

Council Member Pickett made a motion to approve the minutes for the regular meeting and closed session held on September 13, 2016 and Special Meeting held on September 19, 2016 as written. The motion was seconded by Council Member Sweeting. Unanimously approved.

SPECIAL RECOGNITIONS AND REPORTS

Highway 321 Valley Boulevard Construction Update

Kipp Turner of Maymead Construction was unable to attend the meeting. Town Manager Scott Fogleman gave a brief update on the Town's road projects:

- Laurel Lane reopened and work has been completed.
- Repair work was completed on Laurel Lane between Meadow Lane and Cone Road.
- Thomas Construction will start work on the gabion basket road repair on Cone Road. Cone Road will be closed from HWY 221 to the estate property for approximately three (3) weeks. Signage has been placed as well as a Code Red call sent to inform residents.
- Repairs on the Church Street ditch line will be completed within the week
- Ditch Line work will continue on Valley View Road.

Council Member Sweeting asked Town Manager Fogleman to get an update from Kipp Turner on the status of the sidewalk in front of Blowing Rock Furniture and if he has an estimated completion date.

Resolution Supporting 50 Years of Active Service by the Daniel Boone Chapter of the National Society of the Daughters of the American Revolution
Mayor Lawrence presented a Resolution supporting the Daughters of the American Revolution. Council member Sweeting made a motion to accept, seconded by Council Member Pickett. Unanimously approved. **Resolution Supporting 50 Years of Active Service by the Daniel Boone Chapter of the National Society of the Daughters of the American Revolution – Attachment A**

CONSENT AGENDA

Town Manager Fogleman presented the following consent agenda items:

1. Budget Amendment to Account for Donations Received

Two budget ordinance amendments have been identified for Council approval related to donations received for a Memorial Park bench and police equipment. **Budget Amendment to Account for Donations Received – Attachment B**

2. Tax Releases and Refunds

Various tax adjustments over time become apparent and present themselves in the form of requests for releases (adjustments) and refunds. Two tax releases totaling \$2,436.64 and \$98.56 have been identified for Council approval. **Tax Releases and Refunds – Attachment C**

3. Muscari Annexation (156 Heather Ridge Lane)

The property owner has filed a petition requesting annexation of a single family lot located at 156 Heather Ridge Lane. The property is currently on a septic system and the owners would like to connect to the Town's sewer system which is available nearby on Heather Ridge Lane. The owners will be responsible for the cost of extending the sewer line to their property, which is currently in the Extra Territorial Jurisdiction of the Town and is zoned R-15, single family. **Muscari Annexation – Attachment D**

4. McIntosh Annexation (6236 Highway 321 South)

The property owner has filed a petition requesting satellite annexation of a property located at 6236 Highway 321 South (Blowing Rock Investment Properties). The owner is seeking to connect to the Town's sewer system. The property is currently on a septic system. A simple sewer tap and connection is possible as public sewer service was recently installed on a contiguous lot when the lift station was installed for the Chestnut Ridge Post-Acute Care Facility. **McIntosh Annexation – Attachment E**

A motion was made by Council Member Sweeting to approve all Consent Agenda items as presented, seconded by Council Member Matheson. Unanimously approved.

PUBLIC HEARINGS

1. Annexation (1264 Green Hill Road)

Planning Director Kevin Rothrock stated Jessica Bishop filed a petition requesting annexation of a single family lot located at 1264 Green Hill Road. Council approved initiation of this annexation process at its meeting on September 13, 2016. Plans are in place to renovate the house and the owner is seeking to connect to the Town's sewer system which is available adjacent to the property. The property is currently on a septic system.

Mayor Lawrence asked for public comment or questions. With no comments or questions Council Member Matheson made a motion to close the public hearing, seconded by Council Member Sweeting. Mayor Pro-Tem Yount made a motion to approve the annexation, seconded by Council Member Pickett. Unanimously approved. **Attachment – Annexation (1264 Green Hill Road) F**

DISCUSSION AGENDA

1. Resolution to Support Grant Application for the Blowing Rock Section of the Middle Fork Greenway

Town Manager Fogleman explained each year the Federal Lands Access Program offers grants to projects that connect to federal lands. Mr. Fogleman further explained since the Blowing Rock section of the Middle Fork Greenway will connect to federal land, the Middle Fork Greenway Association has requested the Town perform the duties of sponsoring and applying for grant funding of approximately \$1.92 million to support the estimated \$2.4 million project.

Wendy Patoprsty from the Middle Fork Greenway Association gave an update on the Middle Fork Greenway project via PowerPoint.

Town Manager Fogleman stated a few adjustments have been made to the third (3) and fourth (4) section of the Resolution.

Council Member Pickett made a motion to approve the resolution, seconded by Council Member Sweeting. Unanimously approved. **Attachment – Middle Fork Greenway PowerPoint G**

Attachment – Resolution to Support Grant Application for the Blowing Rock Section of the Middle Fork Greenway H

2. Contract for Engineering Services

Town Manager Fogleman advised that having issued a request for proposals for engineering services, the Town received four proposals. He explained a staff and Council Member committee reviewed all proposals received and three (3) firms were chosen to provide a full and complete presentation to all of Town Council. Mr. Fogleman stated following the presentations, Council directed staff to work with McGill and Associates to develop a contract for a term of three years for Council consideration and approval.

Council Member Sweeting asked when project costs are under estimated what was the recourse for that, would it be at the Town's cost or McGill's cost. Andy Lovingood from

McGill and Associates stated it was discussed that they would like to try and take care of that before the bid.

Council Member Steele asked about value engineering a project if it came in above budget, and McGill sat down with the low bidder, who would pay for that time and is that part of our services. Mr. Lovingood stated if it's because of the complexity they would be willing to sit down and discuss and see if it's perhaps something that needs to be redesigned. Mr. Lovingood assured if it is an engineering issue that was the cause for being over budget that McGill would absorb that cost. Council Member Sweeting asked if he would be willing to include that in the contract. Mr. Lovingood stated that he would add that to the contract.

Council Member Sweeting stated that she would like for the Town to start doing a request form for on demand services that way Council has a way to track the number of requests being made. Council Member Sweeting asked Mr. Lovingood if when we make a request to McGill, if a project manager is who the Town always gets. Mr. Lovingood advised that if another engineer can help, that is who is sent because they are at a lower cost to the Town than a Project Manager.

Council Member Sweeting stated she would like to have documentation of requests and asked Town Manager Fogleman to make a form that could track those requests.

Mayor Pro-tem Yount stated he would like to go on record that he has never or will never assign any blame to McGill for over bids and that he understands that it is just a sign of the time.

Council Member Matheson stated he would like to receive something monthly for detail on ongoing projects.

Mayor Pro-Tem Yount made a motion to accept the three-year contract from McGill, seconded by Council Member Steele. Unanimously approved.

3. Winterfest Parade

Town Manager Fogleman advised the Chamber of Commerce is requesting to have a parade on Saturday, January 28, 2017 at 5:30 PM, the parade would be branded as the "ASU Winterfest Parade" to help build upon the positive relationships between the Town and ASU. Town Manager Fogleman stated the Chamber would like to request a partnership with the Town's Parks & Recreation staff to help with planning and registering for the parade. Town Manager Fogleman advised the Town's cost to help would be approximately \$1,700.00. This would include 4 hours for staff and the Chamber's cost would be \$1,200.00 for the Police Department to help direct traffic.

Council Member Sweeting asked if the Chamber was willing to solely handle facilitating the parade. Chamber Director Charles Hardin stated the Chamber was willing and able to do the parade, however with a limited staff of three (3) and a full day of other events going on that day they would like to ask for a partnership with Town staff.

Mayor Pro-tem Yount made a motion to approve as presented, seconded by Council Member Pickett. Unanimously approved.

SPEAKERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 6:40 p.m.

MAYOR _____

J.B. Lawrence

ATTEST _____

Hilari Hubner, Town Clerk

ATTACHMENTS

Resolution Supporting 50 Years of Active Service by the Daniel Boone Chapter of the National Society of the Daughters of the American Revolution – Attachment A

Budget Amendment to Account for Donations Received – Attachment B

Tax Releases and Refunds – Attachment C

Muscari Annexation – Attachment D

McIntosh Annexation – Attachment E

