

**MINUTES – REGULAR MEETING
BOONE TOWN COUNCIL
November 9, 2022**

CALL TO ORDER

A regular meeting of the Boone Town Council was held at 9:00 a.m. at the Council Chambers located at 1500 Blowing Rock Road in Boone. Mayor Tim Futrelle presided. Council members present included Mayor Pro-Tem Edie Tugman, Dalton George, Becca Nenow, and Virginia Roseman. Todd Carter joined the meeting remotely. Staff present included Town Manager Amy Davis, Town Clerk Nicole Harmon, Public Works Director Rick Miller, Planning Director Jane Shook, Fire Chief Jimmy Isaacs, Police Chief Andy Le Beau, Sustainability and Special Projects Manager George Santucci, Cultural Resources Director Mark Freed, Interim Finance Director Guy Miller, and Public Works Deputy Director Todd Moody (remote). Town Attorney Allison Meade was also in attendance.

MOMENT OF SILENCE

PUBLIC COMMENT

Kayla Townsend of Watauga County read the following statement and presented a petition.

WORK SESSION

WORK SESSION DISCUSSION OF TOWN BOARDS AND COMMITTEES

Mr. George asked to hear from staff regarding their respective boards. Mr. Santucci indicated that the last Sustainability Committee did not meet due to a lack of quorum. He stated that more targeted recruitment of members would be helpful and that gaining a quorum had been an issue during his time over the board. Mr. Santucci added that the lack of a clear charge was also a problem. Ms. Roseman stated that when the Historic Preservation Commission lowered its quorum, the commission seemed to function better and believed that many of the boards were too large in number. Ms. Meade reminded members that quorum on Town advisory boards was at the discretion of Council. Ms. Nenow stated there was a clear charge for the Sustainability Committee but the format hindered productivity. It was the consensus of Council to lower the quorum of the Sustainability Committee from five to three. Discussion turned to Public Works, with Mr. Miller stating his opinion that the Water Committee was not needed at this time and that matters could be handled via staff and public input through the Comprehensive Plan process. Mayor Futrelle and Ms. Roseman suggested that this board could be recreated on an as-needed basis. Mr. George was in agreement. It was the consensus of Council to dissolve the Water Committee along with any subcommittees under it. Mr. Miller then gave a brief history of the Transportation Committee. He stated that few recommendations came from the committee and believed what recommendations did come from the committee, staff could handle themselves. Mr. Miller indicated that the appointed NCDOT representatives had stopped attending and reminded Council that the Town did not control many of the most problematic streets in Town, such as Highway 105. It was the consensus of Council that Mr. Miller bring back an item at the January Town Council meeting to discuss a more effective structure for the committee. The ABC Board was discussed next, with Council members expressing concern at the lack of minutes from the ABC board. It was the consensus of Council that Ms. Davis ask Mr. Wallin to give a presentation at a future Council meeting and to communicate to Ronnie Hayes at the ABC Store the need for minutes to be sent to Town staff. Mr. Freed gave a brief history of the Cultural Resources Advisory Board and stated that when the board changed its meetings to quarterly, members have seemed disconnected lately. To remedy this, Mr. Freed suggested the board meet on an ad-hoc basis. Ms. Meade noted that the public arts committee would soon be forwarding its recommendations to the Cultural Resources Advisory Board and Historic Preservation Commission for their comments. It was the consensus of Council that the Cultural Resources Advisory Board meet on an ad-hoc basis and that Mr. Freed look at the board's makeup and bring back recommendations on how to better fill the seats. The Human Relations Committee was discussed next, with consensus being that staff move forward with the training of members after the holidays and to hold an initial meeting to elect a chair and vice-chair who would then reach out to the state board for training directions. Ms. Davis stated that staff would contact board members after the holidays to set up the initial meeting.

It was the consensus of Council to hold a Comprehensive Plan meeting after the regular Town Council meeting on December 14. No work session will be held.

Mr. Carter asked whether Ms. Meade had reached out to EqualityNC's attorney regarding the Non-Discrimination Ordinance. Ms. Meade answered that she was waiting on Council direction to do so. It was the consensus of Council that Ms. Meade bring an item back next month for action.

Mr. George suggested holding a regular Town Council meeting at night to allow those who work during the day to attend a session with public comment. After some discussion, it was the consensus of Council to hold Council meetings on the second and fourth Tuesday of each month from 3:00 p.m. until 9:00 p.m. with public comment beginning at approximately 5:30 p.m. A work session would take place between 3:00 p.m. and 5:00 p.m. A second meeting will be held without a work session and only if needed.

Upon a motion by Ms. Roseman, seconded by Mr. George, Council voted unanimously to enter into closed session at 10:53 a.m. pursuant to:

1. N.C. Gen. Stat. § 143-318.11(a)(1), to review, approve and seal closed session minutes from Council's prior closed session(s).
2. N.C. Gen. Stat. § 143-318.11(a)(3), to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and the Town Council and obtain legal advice, consider and/or give instructions to the attorney concerning one or more potential legal claims.

Upon a motion by Mr. George, seconded by Ms. Nenow, Council voted unanimously to exit closed session at 11:14 a.m. Upon a motion by Ms. Nenow, seconded by Mr. George, Council voted unanimously to enter into open session at 11:18 a.m.

ANNOUNCEMENTS

Mayor Futrelle announced the following board vacancies:

BOARD OF ADJUSTMENT

Two regular positions, One alternate position

COMMUNITY APPEARANCE COMMISSION

One regular position

CULTURAL RESOURCES ADVISORY BOARD

Two regular positions, One student position

DOWNTOWN BOONE DEVELOPMENT ASSOCIATION

One Council appointed positions

HISTORIC PRESERVATION COMMISSION

One student position

HUMAN RELATIONS COMMITTEE

Four Positions

SUSTAINABILITY COMMITTEE

One student position

TENTATIVE AGENDA ADOPTION

Upon a motion by Ms. Roseman, seconded by Mr. George, Council voted unanimously to adopt the agenda as presented.

REQUESTED APPEARANCES

JENNIFER SCHROEDER TYSON - HARMONY LANES

Ms. Schroeder Tyson gave a presentation by Harmony Lanes regarding the Cross Boone Connector. A full copy of the presentation can be found at <http://boonenc.iqm2.com/Citizens/Default.aspx>

Ms. Schroeder Tyson hoped that the Town could help with grants in the future. Ms. Roseman indicated that the local Publix had expressed its support for the project. Ms. Tugman also suggested speaking with property owners regarding easements. Dave Freireich of Harmony Lanes stated that the path needed to be selected before reaching out to property owners for property easements, which would require Council's assistance. He suggested making Greenway Road one-way, with one lane dedicated to multimodal travel. Mr. Miller cautioned Council that a decision on the route needed to be made before property acquisition was discussed.

DAVID JACKSON - BOONE AREA CHAMBER OF COMMERCE

Mr. Jackson gave a presentation regarding the Economic Development Commission. A complete copy of the presentation may be viewed online at <http://boonenc.iqm2.com/Citizens/Default.aspx> Mr. Jackson asked who the Council wanted as the representative on the Economic Development Commission. It was the consensus of Council to continue with Mayor Futrelle as the representative on the EDC.

ANDY HARKINS - REQUEST FOR EVENT TO BE CONSIDERED COMMUNITY EVENT

Mr. Harkins asked the annual Nutcracker Ballet at the Schafer Center be considered a community event in order to be able to display signs in accordance with the UDO. He indicated that volunteers would collect the signs the day after the event has concluded. Upon a motion by Mayor Pro-Tem Tugman, seconded by Ms. Roseman, Council voted unanimously to approve Mr. Harkins' request for the Nutcracker Ballet to be considered a community event.

KELLIE REED ASHCRAFT - WATAUGA HOUSING COUNCIL

Ms. Reed Ashcraft gave a brief update on the Boone Housing Council, and proposed facilitating a comprehensive housing plan with Boone and Watauga County, as well as other municipalities in the area. In regards to discussion regarding a potential low-income housing development on the property near the new Watauga County emergency center, Ms. Davis indicated that when Watauga County and the Town of Boone merged communications, the Memorandum of Understanding allowed for the construction of a new emergency center on County property, with the Town agreeing to waive availability fees for this project. She believed that it would be more appropriate to draft a separate MOU since there was grant funding tied to the current MOU. Ms. Meade stated there was no advantage to tying this project to the MOU that was already in place and indicated that there was authority for the Town to contribute to affordable housing. She stated that she would need to get the specifics of how affordable housing was defined and more details from the County on the project. Mr. Miller noted that there would be other issues to consider, such as the cost to extend water and sewer lines, maintenance to the utility lines and roads, etc. Ms. Shook suggested that the first round of grant money, if received, go toward a feasibility study.

ADOPTION OF ITEMS ON CONSENT AGENDA

Upon a motion by Ms. Roseman, seconded by Ms. Nenow, Council voted unanimously to approve the following items on the Consent Agenda:

1. Qualifying Community Event
2. Proclamation - Lung Cancer Awareness Month
3. Proclamation - Small Business Saturday
4. Proclamation - Native American Heritage Month
5. HPC Chair and Vice-Chair
6. FCC Spectrum Manager Lease
7. Budget Amendments:

Sidewalk Construction Supplies (General Fund)	\$220,000
Transfer to General Fund (MSD)	\$220,000

Transfer from MSD (General Fund)	(\$220,000)
Appropriated Fund Balance (MSD)	(\$110,000)
Municipal Service District Projects (MSD)	(\$110,000)

Transfer \$220,000 from MSD to General Fund for downtown sidewalk priorities. \$110,000 funded from MSD fund balance and the remaining \$110,000 funded from MSD Projects line item.
***** Miscellaneous

Supplies	\$250	
Miscellaneous Revenue		(\$250)

Insurance reimbursement for damaged fire hydrant at Watauga Village Drive.
*****Miscellaneous

Supplies	\$3,727
Miscellaneous Revenue	(\$3,727)

Insurance reimbursement for damaged fire hydrant at New River Hills.
*****Maintenance-----

Vehicles	\$1,006
Miscellaneous Revenue	(\$1,006)

Insurance checks to pay for damages to unmarked police vehicle asset #6543.

8. Minutes:

September 14, 2022 Regular Town Council Meeting
October 12, 2022 Regular Town Council Meeting

PROCLAMATION

WHEREAS, lung cancer is the leading cause of cancer death among men and women in the United States and Boone, accounting for more deaths than colon cancer, breast cancer, and prostate cancer combined; (1-2)

WHEREAS, according to the Centers for Disease Control, there were 143 new lung cancer cases and 94 deaths because of lung cancer between 2015 and 2019 in Watauga County; (2)

WHEREAS, the 5-year survival rate for localized lung cancer is ~60%, yet only ~24% of lung cancers are diagnosed at this stage; (1)

WHEREAS, screening for lung cancer for high-risk individuals using low-dose computed tomography can lead to the earlier detection of lung cancer and save lives, reducing the mortality by 20% when compared to screening by chest x-ray in the National Lung Screening Trial (3) and reducing the risk of death at 10 years by 24% in men and 33% in women as demonstrated by another large randomized trial; (4)

WHEREAS, funding for lung cancer research trails far behind funding for research of many other cancers, and additional research is needed in early diagnosis, screening, and treatment for lung cancer as well as in lung cancer affecting women and lung cancer health disparities;

WHEREAS, lung cancer incidence is decreasing twice as fast in men as it is in women, each year more women die from lung cancer than breast cancer and by 2035, more women will die from lung cancer than men; (6-7)

WHEREAS, African Americans have the highest lung cancer incidence and mortality of all races, and disparities in lung cancer screening, diagnosis, treatment, and mortality are well characterized among African Americans and other racial minorities. (8)

WHEREAS, lung cancer in individuals who never smoked is the 7th leading cause of cancer-related death and accounts for 17,000-26,000 deaths in the US every year (7), 60-70% of individuals diagnosed with lung cancer who never smoked are women (9,10), and the proportion of lung cancers diagnosed in people who never smoked is increasing in the US; (10,11). Whereas radon is the leading cause of lung cancer among individuals who never smoked and the second leading cause of lung cancer overall. (12-13)

WHEREAS, the stigma surrounding lung cancer creates barriers to early diagnosis, treatment, and funding for research, has a detrimental impact on the quality of life of people diagnosed with lung cancer, and hinders awareness of and research into lung cancer risk factors other than smoking;

WHEREAS, lung cancer research is leading to breakthroughs in the identification of genetic alterations associated with lung cancer and in the development of lung cancer treatments, including immunotherapies and targeted therapies; (14-17)

WHEREAS, organizations working in Boone such as the American Lung Cancer Screening Initiative and Women's Lung Cancer Forum, are committed to educating about lung cancer and lung cancer screening and working to increase lung cancer screening rates in Boone.

THEREFORE, I, Mayor Tim Futrelle, hereby proclaim November 2022 as Lung Cancer Awareness Month in Boone, recognize the need for research in lung cancer affecting women and lung cancer health disparities, and encourage all citizens to learn about lung cancer and early detection through lung cancer screening.

This the 9th day of November, 2022.

Tim Futrelle, Mayor

ATTEST:

_(SEAL)

Nicole Harmon, Town Clerk

PROCLAMATION

WHEREAS, the Town Council of the Town of Boone celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are 32.5 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62% of net new jobs created since 1995, and small businesses employ 46.8% of the employees in the private sector in the United States; and

WHEREAS, 79% of consumers understand the importance of supporting the small businesses in their community on Small Business Saturday®, 70% report the day makes them want to encourage others to Shop Small®, independently-owned retailers, and 66% report that the day makes them want to Shop Small all year long; and

WHEREAS, 58% of shoppers reported they shopped online with a small business and 54% reported they dined or ordered takeout from a small restaurant, bar, or café on Small Business Saturday in 2021; and

WHEREAS, Boone, North Carolina, supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, I, Tim Futrelle, Mayor of Boone, North Carolina do hereby proclaim, November 26, 2022, as SMALL BUSINESS SATURDAY, AND urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

This the 9th day of November, 2022.

Tim Futrelle, Mayor

ATTEST:

(SEAL)

Nicole Harmon, Town Clerk

NATIONAL NATIVE AMERICAN HERITAGE MONTH

WHEREAS, the history and culture of our great nation has been significantly influenced by Native Americans and indigenous peoples; and

WHEREAS, the contributions of Native Americans have enhanced the freedom, prosperity, and greatness of America today, and
WHEREAS, the customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and
WHEREAS, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November as National Native American Heritage Month; and
WHEREAS, in honor of National Native American Heritage Month, community celebrations as well as numerous cultural, artistic, educational, and historical activities have been planned;
NOW, THEREFORE, I, Tim Futrelle, by virtue of the authority vested in me as Mayor of the Town of Boone, do hereby proclaim November as the National Native American Heritage Month, in the Town of Boone, and urge all citizens to observe this month with appropriate programs, ceremonies and activities.
IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Boone to be affixed this ninth day of November, the year of our Lord two thousand and twenty two.
ATTEST:

Mayor Tim Futrelle

Town Clerk Nicole Harmon

Upon a motion by Mayor Pro-Tem Tugman, seconded by Ms. Nenow, Council voted unanimously to enter into closed session at 12:49 p.m. Upon a motion by Mayor Pro-Tem Tugman, seconded by Ms. Roseman, Council voted unanimously to exit closed session at 1:06 p.m. Upon a motion by Ms. Roseman, seconded by Mayor Pro-Tem Tugman, Council entered into open session at 1:07 p.m.

COUNCIL MATTERS

CONSIDERATION OF CLG APPLICATION FOR BOONE & BOONE HISTORIC PRESERVATION COMMISSION

Upon a motion by Ms. Roseman, seconded by Mayor Pro-Tem Tugman, Council voted unanimously to approve the application as presented.

CONSIDERATION OF UDO TEXT AMENDMENT REGARDING SINGLE-&TWO FAMILY NONCONFORMITIES

Ms. Shook noted that in January 2014, the UDO was revised to limit the construction of residential uses in commercial districts in an attempt to make things more fair when the UDO was modified. She stated that this created an issue in that when any existing single-family dwellings was discontinued or changed to another use, such as a business, they could no longer change the use back to the residential use. Ms. Shook asked that Council consider an exception to the non-conforming use for any existing buildings that were permitted as a single-family home, manufactured home class A, class B, or 1.06 Duplex. She indicated that this amendment would go to either the November or January Public Hearing.

DISCUSSION OF B1/DOWNTOWN BOONE LOCAL HISTORIC DISTRICT CLEAN-UP

Ms. Shook stated that there were two main issues, the first being building height/A-27 Limited Structure and one parcel that needed to be cleaned up because it was still zoned B1. She noted that over 500 properties were rezoned in the previous clean-up, but for some reason the coding on this property did not come up when the data was pulled. By law, Ms. Shook stated that this property had to be rezoned since there was no longer a B1 Central Business District. She added that the issue for this property was that any zoning district other than R3 would be non-conforming. Ms. Shook asked for guidance from Council before she discussed the situation with the property owner. It was the consensus of Council to allow staff to contact the property owners at 145 Moretz Drive regarding the potential rezoning of the property.

Ms. Shook indicated that in 2017 Council approved a text amendment to allow limited structures to enable recreational use of open rooftops and allowed those to be exempt from height requirements. Subsequently, Ms. Shook stated that in 2018 there were several actions that complicated the issue a little more and created an inconsistency. She indicated that the UDO specifically advised applicants to obtain variances prior to the issuance of a special use permit or a conditional use zoning map amendment but that the UDO was silent on the order on which to obtain a COA. At this point, Ms. Shook stated that if an applicant in the Historic District wanted to do an addition, including limited use, they would have to get a Certificate of Appropriateness. Ms. Shook stated that in cases where the modification of an existing rooftop use is considered, an applicant is required to first obtain a Conditional District Zoning Map Amendment, then a Certificate of Appropriateness, which staff believed was a long and overwhelming process for the applicant. It was consensus of Council to send this matter to the next appropriate public hearing.

Ms. Shook then asked for direction regarding the potential revision of Appendix D for not requiring a Conditional District Zoning Map Amendment for the use A-27. She stated that the use A-27 already had a Special Use Permit requirement attached to it. It was the consensus of Council to send this matter to the next appropriate public hearing.

SCHEDULING OF DFI WORKSHOP

In was the consensus of Council to hold a DFI Workshop on Tuesday, January 10, 2023 from 9:00 a.m. - 12:00 p.m. in the Council Chambers.

DISCUSSION OF PRIORITIES TO PROVIDE DIRECTION TO TOWN LOBBYISTS

Council members expressed that their priorities for lobbyists were affordable housing, inclusionary zoning in order to give more power to the Town to respond to the housing crisis, renter's rights. Ms. Meade indicated that she would be comfortable moving forward with inclusionary zoning action now. Mr. George noted that it was mandatory in Davidson that a certain amount of housing in a development had to be affordable. Mayor Pro-Tem Tugman suggested giving additional density credits for affordable housing units. Other priorities included disallowing single-use plastics and styrofoam, with Mayor Pro-Tem Tugman suggesting asking three communities to volunteer for a trial time period of three years of not allowing single-use plastics or styrofoam to attempt to create a process that the legislature could then evaluate. Mr. Santucci indicated that he could develop a list of communities willing to join with Boone and come back to Council at a later date with applicable legislation for Council to review. Mr. George asked that the lobbyists oppose anything that would take away local control and that they monitor things that were happening in other college towns. Mayor Pro-Tem Tugman suggested that the lobbyists should pursue something that compensated municipalities for the impacts universities had on towns. Chief Isaacs indicated that a fund was tied to NCDOT for the fire protection of state university properties and that funding was distributed based on the number of state properties within the town. He added that there had not been an increase in years, even though the number of buildings has increased.

DISCUSSION OF DANIEL BOONE PARK LEASE AND LICENSE AGREEMENTS

Ms. Meade started by explaining the prior Town Attorney's theory between a license and lease. Mr. Freed shed light on historical issues between the Town and SAHA and the Town and the Farmer's Market. The Farmer's Market wanted to increase the number of food trucks they were allowed to have on the property. SAHA had indicated concern about having a license with only an annual or two-year term on grounds that the short term of the agreement prevented them from applying for grants. However, SAHA had not pinpointed any particular issue, and Mr. Freed suggested that the Town could potentially be allowed to co-apply for grants since it was the property owner. It was the consensus of Council that staff will work with SAHA to communicate an extension to the current license that would be brought back in December for approval, which would allow time for capital improvement projects to be discussed; staff would work with the Farmer's Market to specify where food trucks will be parked and bring the agreement back for consideration.

FINALIZE APPROVAL FOR THE REDESIGN OF BOONE POLICE VEHICLES

It was the consensus of Council to approve the design as presented. Council also reviewed and voted on the children's design submissions. Council thanked Chief Le Beau and Captain Duckworth for their work and collaboration on this project.

CONSIDERATION OF CONVERSION OF TOWN CHRISTMAS BONUS TO A LONGEVITY PAY STRUCTURE

Ms. Davis presented data from other municipalities of a similar size with regard to longevity pay, as well as information as to what it would cost to implement a longevity pay bonus in place of the annual Christmas bonus. It was the consensus of Council to approve the conversion of the Town Christmas bonus to a longevity pay bonus as presented. Ms. Roseman asked that staff and Council revisit the Police Department payscale at some point in the future.

Mayor Futrelle declared a break at 3:04 p.m. Council reconvened at 3:15 p.m.

APPOINTMENT TO DBDA

Mr. George nominated Kendra Sink to serve on the Downtown Boone Development Association. Hearing no further nominations, Mayor Futrelle called for a vote:

VOTE:	Aye:	All
	Nay:	None

Ms. Sink's term will expire on November 31, 2025.

APPOINTMENT TO HUMAN RELATIONS COMMISSION

Mr. George nominated Dana Bango to serve in a three year term on the Human Resources Commission. Hearing no further nominations, Mayor Futrelle called for a vote:

VOTE:	Aye:	All
	Nay:	None

Dana's Term will expire on November 31, 2025.

APPOINTMENT TO TOURISM DEVELOPMENT AUTHORITY

Ms. Roseman nominated Lenny Cottom and Tara Brossa to serve on the Tourism Development Authority in the Business That Promotes Tourism seat and the Business That Collects Occupancy Tax seat respectively. Hearing no further nominations, Mayor Futrelle called for a vote:

VOTE:	Aye:	All
	Nay:	None

Mr. Cottom and Ms. Brossa's terms will expire on November 31, 2025.

TOWN MANAGER UPDATE

Ms. Davis updated Council on the following matters:

1. Upcoming Boone 150 celebration activities
2. Festive First Friday will take place on December 2, 2022
3. Indoor concerts are taking place at the Jones House
4. Announced details on the upcoming Holiday Parade
5. Gave an update on the Police Department's work with the Special Olympics, and noted that Police Chief Andy Le Beau recently visited the social work department at the Austin Texas Police Department to gather information.

6. Leaf Pick-up Route: The Town of Boone Public Works Department began residential leaf pick-up on October 17, 2022. Leaf collection trucks will run daily routes through December 16, 2022. Leaves should be placed curbside and free of all other debris. It is not necessary to call to schedule a pick-up. For current route information or questions, please contact the Town of Boone Facilities Maintenance Division at (828) 268-6230.
7. Downtown Sidewalks: The Facilities Maintenance Division completed installing a new sidewalk from Linney Street to North Depot Street directly behind the Downtown Post Office. This will wrap up sidewalk work in our downtown area until next spring. Town staff and Greene's Construction replaced almost 20,000 square feet of sidewalk in the Municipal Service District this summer.
8. Recycling Program: On October 15, 2022, Shannon Isaacs, Recycling and Sanitation Coordinator, and Andrea Church, Administration Support Specialist, visited local grocery stores to promote recycling. They issued reusable grocery bags and produce bags to their patrons as they entered the store and answered questions regarding the Town of Boone's recycling program. Staff wishes to thank Earth Fare and Lowes Food for their kindness and support for our programs.
9. AMI Meter System: Staff is continuing to install the new type water meter with 1,575 or 22% installed to date. Additionally, remote functionality equipment is now being utilized and assessed for next steps. New meter installation will continue as funding allows.
10. CDBG-I ~ Deck Hill Water storage tank replacement project: Staff anticipates submittal of a bid and design package to the State for approval by the end of the calendar year. Once project plans and submittal package have been finalized, staff will continue purchase negotiation with the property owners.
11. Water and Sewer Capital Improvements Plan: Staff is currently working with an on-call design professional to develop a comprehensive water and sanitary sewer capital improvements plan (CIP) that will provide information and planning resources regarding future infrastructure needs.

Church Street Water Storage Tank - Rehab Project

This project is currently under construction and on schedule.

Jimmy Smith WWTP - UV Treatment System replacement installation

McGill Associates, PA is currently working with staff to finalize project details, bid solicitation and procurement, project administration and inspection. The Town direct purchased the replacement UV system during the last budget cycle utilizing grant funds made available to us through the American Recovery Act. The installation phase of this project is funded in the current budget cycle and is planned for this fall.

BOARD LIAISON REPORT

Mayor Pro-Tem Tugman and Mr. George thanked staff for their hard work on the in-depth Community Appearance Committee training sessions. Mr. Carter indicated that he would share a video of the electric AppalCART bus with Council members following the meeting.

Ms. Shook made members aware that Planning staff had recently sent letters regarding upcoming meetings. Issues include the Junaluska Conditional District Zoning, di Santi Watson building improvements, proposed Sheetz gas station, and the Four Seasons Vacation Rental property.

ADJOURNMENT

Upon a motion by Ms. Roseman, seconded by Mr. George, Council voted unanimously to adjourn the meeting at 3:29 p.m.

Nicole Harmon, Town Clerk

Tim Futrelle, Mayor