

MINUTES OF THE MEETING OF THE MAYOR AND TOWN COMMISSIONERS OF  
BILTMORE FOREST HELD JULY 12, 2016.

Be it remembered by those that follow these proceedings that the Governing Board of the Town of Biltmore Forest met and conducted the following business:

Roll call by the Clerk:

Mayor George F. Goosmann, III, present  
Commissioner Fran G. Cogburn, present  
Commissioner E. Glenn Kelly, present  
Commissioner Doris P. Loomis, present

Mr. Jonathan Kanipe, the Town Administrator, and Mr. William Clarke, the Town Attorney, were also in attendance.

Mayor Goosmann called the meeting to order at 4:30 p.m.

Commissioner Loomis found an error on page 5 of the June 14, 2016 meeting minutes. Commissioner Loomis advised that she made the motion to go out of public hearing, but that Commissioner Cogburn had seconded the matter. Motion was made by Commissioner Kelly to approve the minutes as amended and seconded by Commissioner Cogburn. The motion was unanimously approved.

Mayor Goosmann asked for the Skyland Fire Department monthly report. Chief Pressley was unable to attend. Mr. Mark Dillingham said they had a fairly quiet month. There were a couple of motor vehicle accidents. Mayor Goosmann thanked Skyland for all they do for the Town.

Chief Tinsley recognized Officer Samantha Bombace and Officer Joshua Jaramillo for saving a life in the Town. A resident went into full cardiac arrest and Officer Bombace arrived to the scene and immediately started CPR. Officer Joshua Jaramillo arrived shortly thereafter and used the defibrillator and both officers together were able to bring the resident back to life.

Unfortunately, four days later, the resident passed away in the hospital but our officers worked very hard to help this resident who was only 41 years old. They are now wanting to add defibrillator training to the Basic Law Enforcement Training. The officers were thanked and appreciated by the Ms. Elizabeth Harris, the fiancée of the deceased, and Chief Tinsley presented pins and ribbons to the officers. Mayor Goosmann thanked the Police Department for all they do.

Mayor Goosmann asked Chief Tinsley for the Police Department monthly report. Chief Tinsley stated it was fairly quiet but there were some issues with credit card fraud. These are currently being investigated. Chief Tinsley also talked about police officer safety and for public officials to support our local law enforcement. Commissioner Kelly thanked the police department for all of their dedicated efforts.

Mayor Goosmann asked Mr. Terry Crouch for his monthly report. Mr. Crouch indicated that three quotes were received for paving. Mr. Crouch recommended Trace and Company be awarded the bid for paving in the amount of \$74,735 and Emery Paving be awarded the bid for BST application to cost \$10,500 for 2016. The striping quote for 2016 is from New Dimensions for Pavement markings \$16,710.

Commissioner Cogburn moved to accept the bids for BST application, paving, and striping. Commissioner Kelly seconded the motion and was unanimously approved.

Mr. Kanipe introduced Chad Roberson from Clark Nexsen. Mr. Roberson reviewed what had been done thus far, and indicated that a survey of the property was ordered and that he met with the Public Works staff to determine building layout and a proposal. Mr. Roberson said he will work with everyone and keep them posted on the project.

Mr. Kanipe went out with Mr. Rusty Rhea to look at trees and said a very large white pine at the intersection of Forest and East Forest snapped from the bad storms. This tree will be removed. The red oak between the Public Works building and the Police Department will also have to be removed.

The Board of Adjustment did not meet in June, they met yesterday for the July meeting. It went well. The Board of Adjustment was notified about the variance and Conditional Use permit fees will now be put into effect.

Regarding the recodification, the Ordinances as amended last month were sent in to American Legal Publishing. We are waiting for the final draft at this time. Once we receive the final draft, we can all review it and make sure there are no additional changes. We are also working on the recabing project. The company working on it has been moving the server equipment from the Police Department basement to the Town Hall storage closet and upstairs at the Police Department.

Our new financial software is running well and seems to be going as planned.

Mr. Kanipe has not received any updates with the suggestion from a resident about adding a soccer goal in the park.

Mr. Kanipe made reference to an email from a resident regarding Section 12-2 in the Town Code titled "Sounds Impacting Residential Life". A resident suggested the Ordinance be changed to allow work being done on Sunday by anyone, including outside contractors. There was no agreement from the Board to this. A suggestion was also made stating the ordinance should be clarified as it relates to whether the homeowner can work on their property. There needs to be language that explains when the outside contract labor can work and when the homeowner can work outside on their property.

A motion was made by Commissioner Cogburn to go into Closed Session at 5:10 pm, seconded by Commissioner Kelly and unanimously approved.

At 5:26pm the session went back to an open meeting. There being no further business, Mayor Goosmann adjourned the meeting at 5:26 pm. The next Board of Commissioners meeting is scheduled for Tuesday, August 16th at 4:30 pm.

ATTEST:

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Jonathan B. Kanipe  
Town Administrator

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George F. Goosmann, III  
Mayor