MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF

BILTMORE FOREST HELD AUGUST 8, 2023

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 taken by the Clerk:

Mayor George F. Goosmann, III, present

Commissioner Doris P. Loomis, present

Commissioner E. Glenn Kelly, present

Commissioner Fran Cogburn, present

Mr. Jonathan Kanipe, the Town Manager, and Mr. William Clarke, the Town Attorney, were also present.

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

The Pledge of Allegiance was conducted.

Commissioner Loomis made a motion to approve the amended minutes from July 11, 2023. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Chief Trevor Lance from the Skyland Fire Department was unable to attend the meeting. Mr. Kanipe said there was one fire, but it was not in the Town of Biltmore Forest.

Chief Chris Beddingfield gave the report for the Police Department. There were 480 calls for service. Citations also decreased. Officers said speed throughout Town has decreased. Chief Beddingfield said National Night Out went very well and they had a good turnout with about 200 people in attendance. Chief Beddingfield mentioned the arrest made regarding a female in mental crisis who was assaulting officers. The situation was resolved but there is a great deal of mental health issues and homeless people. The Officers did an amazing job. There were two dirt bike pursuits with two male subjects not wearing helmets passing police officers and using rude gestures. The Highway Patrol had the same issues on Sweeten Creek Road. They were able to identify one of them so the police department is working with them to see if it is the same subject. Officers acted appropriately during this pursuit.

Mayor Goosmann thanked Chief Beddingfield for all of their hard work.

Mr. Harry Buckner gave the report for Public Works. Mr. Buckner said they have been very pleased with their most recent new hires, and they are doing a great job and are very productive. Mr. Buckner said Mr. Daniel Rice is also back and doing well. Mr. Buckner said they are now fully staffed. Mr. Buckner said they now have the new Ford F-150 pickup truck which is working well. Mr. Buckner said they also had the invited OSHA (Occupational Safety Health Administration) consultative visit. It was about seven hours long and all facilities were inspected. It went very well.

Mr. Buckner said staff met with the Metropolitan Sewerage District (MSD) regarding the stormwater project. They are doing a capital project to replace a sewer line on Stuyvesant. This is an area that had a lot of deficiencies in it. Mr. Buckner said they are wonderful to work with.

Mr. Buckner said he investigated the streetlights at night and said there are eight of them out. They are waiting for Duke Energy to come back. MB Haynes also repaired one this morning. They are also working on three more on Vanderbilt Road today.

The contractor will be working on the striping in August. Mr. Buckner said he will also have information about the paving contractor to bring to the September meeting.

Commissioner Kelly asked Mr. Buckner about the status of taking pictures of various storage facilities. Mr. Buckner said Public Works has been very busy and has been focusing on taking care of the Town but they will actively pursue looking at other facilities. Mr. Buckner said the most useful visit was Weaverville since they are a small facility. Mr. Buckner said it is always good to see City of Asheville and MSD facilities, but it wouldn’t look the same as what we have planned since they are much larger and have hundreds of vehicles. Mr. Drew Stephens said he would like to be involved in trail location. Mr. Stephens also requested that the striping not be laid down on Hilltop Road.

Town Planner, Tony Williams, gave his report. Mr. Williams had thirty-three consults this month. There were also eight violations. Seven of those violations were resolved. There were seven complaints this month and all of them were addressed. There were seven approved permits. Mr. Williams and Chief Beddingfield have also been working on a welcome packet for new residents that move in Town. Mr. Williams registered for the North Carolina CZO certification which is a long process. Mayor Goosmann thanked Mr. Williams for his hard work.

Mr. Jonathan Kanipe gave his report for the Town. Mr. Kanipe said we have several ongoing projects going on at the Town Hall. The audio-visual equipment installation in the social room will be finished by the end of next week. Painting will also occur in the interior and exterior of Town Hall in September. The contractor has been very responsive to projects. We also plan on getting new furniture for the social room which would be modular tables and chairs. Mr. Kanipe said the first movie night in the park went well. There were about fifty people in attendance. Mayor Goosmann thanked Mr. Kanipe.

Mr. Kanipe discussed the Consideration on Greenwood Park Improvements. The master plan was attached for the Board to look at. A walking path, picnic shelter and safe parking areas were addressed. This would include playground equipment. The remaining ARP funds will go toward this project. The project cost quote for the paving and walking path construction is $110,244. Mr. Kanipe asked the Board for approval not to exceed this amount. The second part of this is the picnic shelter which would cost $58,899 not to exceed $60,000. Commissioner Kelly asked for the dimensions of the picnic shelter. Mr. Buckner said it is 16’ x 24’. It will be a stained gray color. It will be cedar shake shingles. It will be on a concrete pad and have two picnic tables. A motion was made by Commissioner Cogburn to approve the walking path and picnic shelter at Greenwood Park. Commissioner Loomis seconded the motion. The motion was unanimously approved.

The next item discussed is the Consideration of Brooklawn Park Clean Up and Trail Design. Multiple trail design companies were contacted. It would be ten days of work and the cost will not exceed $45,000. Mr. Kanipe also suggested contracting with Long Cane Trails, Inc. to conduct flagging and locating approximately one mile of walking trail on the 17-acre parcel. The cost for this work is $2,500 and will allow the Town to evaluate the best route within Brooklawn Park for any trail construction that will be established after clean up occurs.

Commissioner Kelly made a motion to approve the Consideration of Brooklawn Park Clean Up and Trail Design. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

The next item discussed is the Cedar Hill Road Stabilization and Stream Restoration Project. Mr. Kanipe said we have received a tremendous amount of positive feedback regarding this project. The next phase will be planting along the stream and along Cedar Hill Drive in the middle of November.

The next topic of discussion is review of Zoning Ordinance Amendment Recommendations. Mayor Goosmann would like to table these three matters until the meeting in September. Commissioner Kelly made a motion to table these matters until September once they hear from the golf course architect. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Commissioner Cogburn said she liked what the Planning Commission has put together. Commissioner Cogburn did not like the word “exempt” stated in the language and it applies to all the non-residential properties not just the club but the school and the businesses. The matter was tabled until next month.

The final topic of discussion is the RFQ Submissions for Master Planning for Facilities Improvements. Commissioner Kelly asked to table this matter until September and wait for Mr. Kanipe, Mr. Buckner, and Chief Beddingfield to see the top two companies they would recommend. The Board discussed the positives and negatives of the six architectural firms. The final four firms were narrowed down to Clark Nexsen, DP3, McMillan Pazdan Smith, and Moseley.

PUBLIC COMMENT

Mr. Drew Stephens made public comment and said he was conflicted between the tree ordinance and the landscape plans. Time considerations on what the trees will look like in ten years and what is needed in ten years. He would also like to see an urban forester comment on the plan.

The meeting was adjourned at 5:47 pm. The next meeting is scheduled for Tuesday, September 12, 2023 at 4:30 pm.

ATTEST:

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Laura Jacobs George F. Goosmann, III  
Town Clerk Mayor