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

BILTMORE FOREST HELD JULY 11, 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 Cogburn made a motion to approve the amended minutes from June 6, 2023. Commissioner Kelly seconded the motion. The motion was unanimously approved.

Chief Trevor Lance gave the report for the Skyland Fire Department. There were a total of 32 calls for the month. The annual report was also addressed. There are 113 rostered members of the Skyland Fire Department.

Firefighters are crossed trained in many different areas. There were a total of 7,000 classes Skyland personnel attended. There were a total of 2,093 EMS calls and 1,514 fire calls. The average response time for a call in Biltmore Forest is 5 minutes and 40 seconds. This meets the standards that fire departments have.

Friday between 4pm-5pm is the busiest day of the year with the most calls. July is usually the busiest month of the year. The Fourth of July, Santa on Christmas Eve, New Years event, the fire department was on standby for the fireworks, and numerous birthday parties were just a number of events that the fire department assisted with throughout the year.

Chief Lance discussed the Budget report. The top three expenditures are personnel, facilities and maintenance, and vehicles. The Fire Department purchased two new vehicles, received a ladder truck and engine. The total operation expenditure was $8,179,092.

The total capital expenditure was $680,000. This includes contract money and tax money. There is also an app people can download on their phone for the Skyland Fire Department. There will be an upcoming safety day for the community on August 19th from 11am-3pm at the Biltmore Church parking lot at 35 Clayton Road in Arden. Mayor Goosmann thanked Chief Lance for his report and thanked him for doing such a good job.

Chief Chris Beddingfield gave the report for the Police Department. There were a total of 613 calls. There were two misdemeanor arrests. There was a significant bicycle crash at the temporary speed bump due to the speed of the bicyclist.

There have been some challenges with protestors at the Doubletree hotel.

 Coyotes have been an issue lately. North Carolina Wildlife was notified, and messages have been sent via the Police Department app to inform residents.

Speed enforcement was discussed. Many citations have been written due to the complaints of speeders. Chief Beddingfield said they received data from the speed signs and one of the overwhelming areas of complaints was from Browntown Road and the speeders in that area. They believe it has a lot to do with the cars coming off Hendersonville Road. There have been many speed bump requests. We have several residents we have been in contact with regarding this and what we need to do about speed bumps. The maximum speed on Browntown Road was 44mph which is very fast. The average speed was 24 mph. There were 1,500 cars measured during this study. The maximum speed on Hendersonville Road was 97 mph. The average speed is 45 mph. On Stuyvesant Road, the maximum speed is 58 mph. The average is 21 mph. There were 12,000 vehicles traveling on Stuyvesant Road. There are a significant number of vehicles traveling through Biltmore Forest and officers are being very proactive by properly enforcing. Mayor Goosmann thanked Chief Beddingfield for all the Police Department does.

Mr. Harry Buckner gave the report for the Public Works Department. Mr. Buckner said there was a tree down on Eastwood Road late Saturday evening. The Fire Department opened one lane. The Police Department and Fire Department did an amazing job and made Public Works’ job much easier.

The Independence Day celebration turned out very well and was a great event. Mr. Buckner said three Public Works facilities were visited for site visits which were the Metropolitan Sewerage District, City of Asheville facility, and the Town of Weaverville. Mr. Buckner is consolidating this information based on the direction he had last month from the Board.

Mr. Buckner Followed up with Metropolitan Sewerage District regarding the stormwater project. They are going to implement an improvements project to work on the sewer concurrently with our stormwater project to improve service between the Lone Pine and Stuyvesant Road area.

 Next month, Mr. Daniel Rice will be returning to work. The temporary employee, Mr. Matt Cline, will be leaving at the end of the month.

Paving and striping is tentatively scheduled for August.

Commissioner Kelly asked who enforces tree inspection. Mr. Buckner said Public Works does this. Commissioner Kelly asked who enforces the Country Club. Mr. Buckner said Mr. Kanipe usually does this.

Commissioner Cogburn asked what the advancement of the bridges is particularly in Greenwood Park. Mr. Buckner said they have a structural engineer on Board, and he has an appointment with an engineer to make sure the abutments are secure. Mr. Buckner says he is waiting for the final designs so it can be built. Greenwood Park specifically will move forward with building the pavilion. Mr. Buckner said they have reached out to multiple contractors as well. There will be a total of nine parking spaces with two handicapped spaces.

Mayor Goosmann suggested putting “no parking” signs up to still park in the current area. Mr. Buckner said they will prepare a schedule of a timeline of the project.

Ms. Evelyn Pfieffer on Forest Road asked about the new water service on Forest Road. Mr. Buckner said they were installing a new irrigation system at a residence on Forest. Mayor Goosmann thanked Mr. Buckner for all of their hard work.

Mr. Tony Williams, Town Planner, gave the report regarding Planning, Zoning, and Code Enforcement. Mr. Williams is reviewing plans for the upcoming Board of Adjustment meeting. Phone calls, emails, in-person meetings and conducting on site visits with the Board of Adjustment members and Planning Commission staff. Six violations were issued, and five have been resolved. There were a total of eleven complaints. There were eleven plans reviewed and five overall approved permits.

Commissioner Kelly asked Mr. Williams if anyone has been cited for having an unkept yard. Mr. Williams said yes. It was at 1 Cedarcliff. Commissioner Kelly asked about Mr. Williams looking at 61 Forest Road. Mr. Williams said he will look at this property.

 Commissioner Loomis asked about the review of potential subdivisions. The Ramble is looking to add offices. Commissioner Loomis asked Mr. Williams how he notifies people about removing signs that are in violation. In one instance, Mr. Williams spoke with the people on site regarding removing these signs. They did not remove them so Mr. Williams removed them. Commissioner Loomis thanked Mr. Williams for doing this.

Commissioner Cogburn asked about violation stickers. Mr. Williams said those are used in different jurisdictions. The main reason we would use them in the Town is for the Junk Vehicle Ordinance. Mayor Goosmann thanked Mr. Williams for all his hard work.

Mr. Jonathan Kanipe gave the report on the Town. The Audio-Visual Project that was approved by the Board will be starting work at the end of July and the funding is through the American Recovery Plan for this work.

The permanent speed bump has been installed on the 7th, between Hilltop and Eastwood Roads on Stuyvesant Road. Multiple people are appreciative of this speed bump.

The 4th of July event went very well and Mr. Kanipe thanked Town staff for doing a great job and working well together. On July 21st, the Town will have the first movie night at Rosebank Park. The movie will be *The Princess Bride.* There will be free popcorn and water.

New Business was conducted, and the first matter discussed was the Consideration of Request for Qualifications on the Facility Master Plan and Programming. The plan was attached to the packet for the Board to view. Submissions can be turned in by August 4th and will be contingent on Mr. Clarke’s review.

The next topic of discussion is the Consideration of Revision to the Fiscal Year 24 Fee Schedule. There was an error on the Zoning fee. Commissioner Cogburn asked about the extension fee, and specifically whether the Town could institute a full fee charge after the first six (6) month extension. Commissioner Kelly made a motion to approve the Consideration of Revision to the FY 24 Fee Schedule. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Mr. Kanipe gave the project update on the Cedar Hill Road Stabilization and Stream Restoration. They are moving forward very well with the boulder installation. Mr. Buckner has been checking on the work being done, and they are moving quickly now. Mr. Kanipe has posted updates of what is being done on the Town’s website.

The Consideration of Planning Commission Appointment for Mrs. Angela Newnam was discussed. Mayor Goosmann said she would be an excellent candidate. Commissioner Cogburn made a motion to approve the appointment, Commissioner Loomis seconded the motion and was unanimously approved.

PUBLIC COMMENT

 Mr. Paul Zimmerman made Public Comment and spoke for residents about concern for a walking trail which has been discussed by the Board many times and Mr. Zimmerman wanted to know when this would be implemented.

Mr. Zimmerman also discussed the New Resident Planning Guide for new residents that he created. He would like to see this given to new residents.

Ms. Evelynn Pfieffer agreed and is in support of the walking trail(s).

 The meeting was adjourned at 5:50 pm. The next meeting is scheduled for Tuesday, August 8, 2023 at 4:30 pm.

ATTEST:

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Laura Jacobs George F. Goosmann, III
Town Clerk Mayor