

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF
BILTMORE FOREST HELD JANUARY 14, 2020.

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 Doris P. Loomis, present
Commissioner E. Glenn Kelly, present
Commissioner Fran Cogburn, present

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

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

Mayor Goosmann asked for a motion to approve the December 10, 2019 minutes. A motion was made by Commissioner Cogburn. The motion was seconded by Commissioner Loomis and unanimously approved.

Mr. Trevor Lance gave the monthly report for Skyland Fire Department. There were 32 reported calls for the month. Mr. Lance said next week will get cold and many will see more carbon monoxide detectors go off. Mr. Lance said to check batteries in carbon monoxide detectors. Mr. Lance also said to make sure space heaters are three feet away from any object. Mayor Goosmann thanked the fire department for all their hard work

Lieutenant Mark Allen gave the report for the Police Department. Chief Chris Beddingfield was at the North Carolina Chiefs Association Conference. There were 689 calls for service which includes 179 vehicle stops.

Officers have been working hard at patrolling Vanderbilt Road. Sergeant Burrell put on a food drive and the department members donated food to help others.

Mr. Terry Crouch gave the monthly report for the Public Works Department. Mr. Crouch said leaf pickup was still ongoing.

Ms. Adrienne Isenhower gave the monthly Planning report. There was a Special Use Permit issued for landscaping and a permit issued for a parking garage for MAHEC. There were also two variance requests for roof coverage overage and both of those requests were withdrawn. Both of them will be coming back to meet the requirements for roof coverage.

Ms. Levonia Reese gave the audit report for FYE 19. The Local Government Commission was significantly delayed in issuing their template that they released to auditors and they were released in October this year with Amendments and revisions.

An unmodified opinion was issued. This was a clean opinion.

The Government wide total assets increased about 1.6 million. There were increases in cash but mostly in construction for Public Works. Capital Assets increased by 1.2 million.

The total outstanding debt for the Town was about 4.3 million. This was an increase of almost \$500,000. The Net Position increased about \$380,000.

The General Fund decreased about \$420,000. This was mainly due to a transfer of funds from the General Fund into the Capital Projects Fund for the Public Works building.

The General Fund had a positive variance of almost \$385,000 from budget which was about a \$120,000 Variance on Revenue and \$265,000 Positive Variance for Expenses.

The project authorization for the Public Works building was about 1.5 million. The current cumulative Expenses as of today was about 1.3 million.

The Water Fund Assets decreased about \$100,000. The Water Fund had favorable results. \$38,000 of surplus over budget.

The Town Tax Collection rate is in the 99th percentile.

Mr. Kanipe said the Popular Annual Financial Report and Comprehensive Financial Report were issued to the Board and will also be issued to residents.

Mr. Kanipe discussed the agreement with ClarkNexsen architects for Town Hall. Commissioner Kelly asked how much this project will cost. Mr. Kanipe said the estimated budget is approximately \$243,000. Commissioner Loomis made a motion was made to approve the proposed contract. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Mr. Kanipe discussed the recommendation for RFQ Selection-Stormwater On-Demand Services. WithersRavenel and McGill were recommended by Mr. Kanipe. A motion was made by Commissioner Cogburn. Commissioner Kelly seconded the motion. The motion was unanimously approved.

Mr. Kanipe discussed the Resolution 2020-01-Surplus of Town Personal Property. This would give the Town authority to sell on GovDeals. There is quite a bit of Public Works equipment that needs to be sold. Commissioner Kelly moved to approve the Resolution. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Next, there was discussion about accessory structures. Mr. Kanipe said that a Work Session discussion just occurred. An amended version with deer fencing specifics and width and height requirements for emergency vehicles will be presented next month. The Town Attorney and Town Manager will work on synthesizing the information from today and discuss further.

The Public Works Director, Mr. Terry Crouch is retiring February 6th along with Mr. David Arrington. On January 28th from 4-6pm, there will be a retirement reception at the Town Hall for Mr. Crouch and Mr. Arrington.

Mr. Jim Hyler said he and his wife live at 57 Stuyvesant Road. Mr. Hyler thanked the Board for the speed bumps installed on Hilltop Road. Mr. Hyler asked for consideration of speed bumps on Stuyvesant Road. Mr. Hyler said it is becoming dangerous for people to walk and Mr. Hyler said speed bumps will greatly help. Commissioner Kelly said there are already speed bumps on Stuyvesant Road. Mr. Hyler agreed but said there are no speed bumps between Hilltop and Southwood on Stuyvesant Road.

Mr. Kanipe said the Buncombe County Health Director will discuss Lyme disease and tick related illnesses at the Board of Commissioners meeting next month

Mr. Kanipe said temporary speed bumps were installed on Hilltop Road. Speed radar sign has been put out to see if it reduces the traffic speed.

Mayor Goosmann inquired about the Eastwood Road/Hendersonville Road stoplight. Mr. Kanipe said he has not heard back from the Department of Transportation. Mr. Kanipe recognized Ms. Helen Stephens and said she was awarded the North Carolina Finance Officers Association Certification.

PUBLIC COMMENT

Ms. Laura Wrenn made public comment about the deer. She asked how many deer are left. She asked if blood was tested to find out if they have Lyme disease. She asked about the holiday fund and would like more of the public to be notified to donate to this fund. Ms. Wrenn also noted she spoke with two representatives from WithersRavenel and said they had not addressed her drainage concern in the master plan. Mr. Kanipe relayed the steps the Town had taken previously to address this issue, and noted that stormwater maintenance was only performed on town property.

Ms. Martha Barnes suggested when someone comes to Board of Adjustment to apply for a fence, please show a detailed plan as a courtesy to the neighbors.

Ms. Mary Goodkind commented about enormous trucks near Ridgefield and to please keep an eye on commercial traffic. Mayor Goosmann said they are keeping an eye on it. Mayor Goosmann asked Mr. Crouch to look into and address this issue.

Ms. Toya Hauf appreciated the interest in police patrol in our area. Ms. Hauf suggested speed bumps on Vanderbilt Road. Ms. Hauf also suggested dog waste pickup stations be located at several different streets in addition to what is already at the parks. Mayor Goosmann agreed with Ms. Hauf about adding dog waste stations. Commissioner Cogburn said people driving need to slow down. Commissioner Cogburn asked about the entrance signs telling people to slow down when entering the Town. This was discussed at a previous meeting. Mr. Kanipe said they are in the process of looking at this.

Mayor Goosmann adjourned the meeting at 5:17pm

The next Board of Commissioners meeting is scheduled for Tuesday, February 11, 2020 at 4:30 p.m.

ATTEST:



Ms. Laura Jacobs
Town Clerk



George F. Goosmann, III
Mayor