

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF
BILTMORE FOREST HELD MARCH 9, 2021.

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 was present and Mr. William Clarke, the Town Attorney were also present. Roll call was taken by the Clerk.

Mayor Goosmann called the meeting to order at 4:30 pm. Commissioner Kelly made a motion to approve the minutes from February 9, 2021. The motion was seconded by Commissioner Cogburn and unanimously approved. Roll call was taken by the Clerk.

Mr. Harry Buckner gave the report for the Public Works Department. Mr. Buckner said the Public Works crew laid mulch in Greenwood Park. There is an increase in requests for tree removal and Mr. Charles Tesner is working on this. Mr. Buckner said Mr. Mike Dale and Mr. Daniel Rice are doing an outstanding job as new employees and is thankful to have them on board.

Mr. Buckner said there will be a couple of water service renewals in March.

Commissioner Cogburn said she drove by the park this morning and the park looked very nice. Mr. Buckner thanked Commissioner Cogburn.

Commissioner Loomis asked about the status of dog waste containers. Mr. Buckner said they are currently working on this and the project should be completed soon.

The status of paving and striping the Town was asked about by Mayor Goosmann. Mr. Buckner said they would like to get it done within the next season.

Mr. Kanipe indicated that one item under consideration is for Town provided trash containers in the future. This will most likely be done the next budget year.

Chief Chris Beddingfield gave the report for the Police Department. Chief Beddingfield said there were 665 calls which is average. Chief Beddingfield said there were also multiple large events, including multi-agency events that occurred. Some involved being on the local news. All of these involved a pursuit. Chief Beddingfield said they assisted the Highway Patrol which involved all agencies within this area with a subject who was on foot from a crash on Vanderbilt Park Drive. Chief Beddingfield said the suspect was caught on I-40 about one hour later and said everyone seemed to work well together.

Chief Beddingfield said the second incident was similar to the last one, but it occurred in the middle of the night. It was a vehicle accident that went through the edge of the Town's property and onto the Biltmore Estate. This subject however, was not located until days later.

Another incident was a bank robbery that occurred. Chief Beddingfield said employees did a great job. The suspect police caught was not related to the bank robbery but everyone did a wonderful job.

Chief Beddingfield said there was a felony arrest and several misdemeanor arrests as well.

Commissioner Kelly asked Chief Beddingfield why he does not receive the Nixle alerts. Commissioner Kelly said he signed up for them but is not receiving them. Chief Beddingfield said he had the lead telecommunicator, Ms. Aslyne Tate look into this situation, however, Nixle customer support would not give her information regarding who is signed up. Chief Beddingfield and Mr. Kanipe said they will look into this further and see what they can find out for Commissioner Kelly. Commissioner Kelly thanked Chief Beddingfield and Mr. Kanipe.

Mayor Goosmann thanked the Chief for all the police department does.

Chief Ryan Cole gave the report for the report for the Skyland Fire Department. Chief Cole said this past month was rather slow with many people staying indoors. Chief Cole said about 4-5 people per day have been working in vaccination clinics to help with distributing COVID-19 vaccinations. This clinic will be moving to Biltmore Baptist Church on Clayton Road March 19th. There was a fire last night and that fire is under investigation in the Bent Creek Community.

Mr. Jonathan Kanipe gave the report for the Town. Mr. Kanipe provided the Board with budget reallocations for the month.

Mr. Kanipe said the Duke Energy underground project is coming along well. Duke Energy is currently working on week five of the fourteen week project. The lines will get buried along phase one of the project area. Mr. Kanipe continues to have conversations with AT&T and Spectrum regarding their consideration of joining in. AT&T currently has this within their engineering department and they are reviewing the plans and potential for possibly joining in phase two. Spectrum is also reviewing this as well and are in touch with Duke Energy about the future phasing for it and hopefully joining in as well to get those utilities underground as well.

Mr. Kanipe informed the Board he will meet with Mr. Roy Smith who is their vegetation manager to review some specific lines along Forest Road and Vanderbilt Road which are areas that are frequently “knocked out” with power issues.

Mr. Kanipe said there will be some work being done in Rosebank Park with tree and landscaping projects.

Mr. Kanipe said there are 9-10 large oak trees and one tulip poplar that need to be removed due to health and safety concerns. They are not considered protected under the Town’s Tree Protection Ordinance but they will be replanting at a higher threshold than what we would be required to do anyway in terms of reforesting the park. Mr. Kanipe said a plan will be developed of when to replant and where. The Town Arborist, Mr. Charles Tesner and Mr. Mike Dale will be

working together to put this plan together. Mr. Kanipe said they will have this ready for the Board soon.

Mr. Kanipe said the Greenwood Park Stream Restoration project is moving forward. Mr. Kanipe received final approval from the U.S. Army Corps of Engineers last week which allows the Town to move forward quickly with the construction portion of it. Final comments from the State, delayed the construction for 2-3 weeks.

The Planning Commission will meet the fourth Thursday of every month at 5:00pm for the next several months. These meetings will take place via Zoom. They will be reviewing the formal changes necessary with North Carolina Statutory changes to Land Use regulations. Those regulations will then go to the Board of Commissioners. Mr. Kanipe said he hopes to have those changes approved by the Board of Commissioners by July 1st.

Mr. Kanipe said the Fiscal Year 2022 budget work is continuing. In April, there will be a small budget workshop and we will have the information available to the public ahead of that meeting.

Mayor Goosmann noted item number two on the agenda under “New Business” is postponed until the Board of Commissioners meeting in April.

Mr. Kanipe discussed the Consideration of Resolution 2021-03 which is the Resolution Authorizing the Town of Biltmore Forest to engage in electronic payments as defined by G.S. 159-28. This was one of the recommendations that came out of the State auditor’s report. The attachments are the memos that will be given to department heads. Commissioner Cogburn made the motion to approve the Resolution, Commissioner Loomis seconded the motion. Roll call was taken by the Clerk and unanimously approved.

Mr. Kanipe discussed the Consideration of New Appointments to the Planning Commission. Mr. Doug Bailey will no longer be able to serve as Chairperson of the Planning Commission. The Board asked Ms. Rhoda Groce to serve as interim Chairperson of the Planning

Commission. Mr. Paul Zimmerman is also going to serve as an alternate member. Ms. Groce's term will last through August of 2021. Mr. Zimmerman's term would start in March 2021 and last through March of 2024. Commissioner Loomis made the motion, Commissioner Kelly seconded the motion. Roll call was taken by the Clerk and unanimously approved.

Mr. Kanipe discussed the reopening plan of the town facilities. The buildings have been locked since March 17th of 2020. Mr. Kanipe suggested the Town Hall, Police Department, and Public Works Department formally reopen to the public. The reopening would occur Monday, March 15th. Mayor Goosmann also said next month, the Board of Commissioners meeting will be held in person. Mr. Kanipe said anyone from the public can also watch via Zoom if they prefer. Participants in the meeting will receive wireless microphones which will help with sound quality as well.

Mr. Kanipe discussed changes to the water bill mailings. The postcards will no longer be issued and will change to a standard 8.5"x11" piece of paper. The postcards tend to get torn up and damaged in the mailing process which makes it difficult for residents' to decipher their water bills. This will also allow residents to be able to easily read their water bill and we can add longer messages and notifications with this new format. The water bill mailings will cost fifty-one (51) cents vs thirty-eight (38) cents for a postcard. Ms. Laura Jacobs added that it will be a good change and benefit residents by making the bill much easier to read and will be much more cost efficient in the long run.

Mr. Kanipe discussed changes to the Badger water meter and AMI endpoint changes/updates. Since 2017, the Town migrated from a manual read water meter system to an automatic infrastructure network. This is a continuous reading that puts it out into the cloud. Residents can check their water usage through an app called "Eye on Water." The Town is also able to catch leaks and notify residents. We are currently under a five year warranty with those. We are currently in year four of the five year full warranty. Badger is changing the actual reader which sends the cellular signal out. They are moving from 3G technology to 4G LTE technology. The benefit of 4G LTE technology is that it will be utilized nationwide for machine to machine communication. This LTE network is designed in order to have the machine to machine

technology. Badger wants to get ahead of this changeover so they will be sending us 802 endpoints which will need to be changed out. Mr. Harry Buckner showed the Board what an endpoint and an encoder looks like on a water meter. He showed the Board the cellular device that “talks” to the cloud. Mr. Buckner said there will only be one piece of equipment that needs to be changed out. Badger will provide the materials at no cost. Commissioner Kelly asked if the Town has to do the installation or will Badger provide that service? Mr. Buckner said the Town will do the installation. Mr. Buckner said Ms. Jacobs will have some work to do with updating the endpoint numbers in the billing software as well. Mr. Buckner said it will take approximately three months.

Mr. Kanipe said Badger is offering a \$25 per endpoint to upgrade the warranty. We are in year four of five for the full warranty. We also have a pro-rated warranty for six more years. This option would give us another full ten year warranty starting whenever we receive the new endpoints and then a ten year pro-rated warranty after that. This would take us to 2041 if we decided we want to upgrade to the \$25 per endpoint warranty. Mr. Kanipe will bring back more information when the budget for next year is discussed.

Public Comment

Drew Stephens made public comment. Mr. Stephens suggested letting residents know about the Eye on Water app in the next newsletter or posted on the Town’s website. Mr. Stephens would also like to see the Zoom option for future meetings stay active in addition to meeting in person.

Mayor Goosmann adjourned the meeting at 5:21 p.m. The next meeting is scheduled for Tuesday, April 13, 2021 at 4:30 pm.

ATTEST:



Ms. Laura Jacobs

Town Clerk



George F. Goosmann, III

Mayor