

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF  
BILTMORE FOREST HELD JULY 13, 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 was 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 June 8, 2021. The motion was seconded by Commissioner Cogburn and unanimously approved.

Chief Trevor Lance gave the report for the Skyland Fire Department. Chief Lance reviewed Skyland Fire Department's annual report. There were 21 calls for the month of June, and 4,462 total calls between EMS and fire for the year. The average response time in Biltmore Forest is 5:44. Chief Lance said there is a Skyland Fire Department mobile app being created to communicate with the public. Mayor Goosmann thanked the Chief for his report.

Chief Chris Beddingfield gave the report for the Police Department. Calls were up to 791 in June from 788 in May. Distressed animal and bear calls have increased recently. The police department likes to be proactive and educate residents about leaving out bird feeders which attract bears and clean outside grills.

Chief Beddingfield said National Night Out will occur Tuesday, August 3<sup>rd</sup> from 5:00-8:00pm. It will be a great fellowship and a good community gathering.

Chief Beddingfield congratulated Sergeant John Driver for graduating from the Law Enforcement Leadership Academy at AB-Tech. It is an intense six month program. Chief Beddingfield said it is a challenging and demanding program and Sgt. Driver worked very hard and is proud of him.

Chief Beddingfield discussed a more serious incident that also occurred in June. The incident is called “swatting.” Swatting is making a prank call to emergency services in an attempt to bring about the dispatch of a large number of armed police officers to a particular address. Someone made a 911 call and said there was a shooting at a residence in Biltmore Forest. Chief Beddingfield said the people who were the victims at the address were all ok. There is currently a juvenile suspect involved in the online gaming community who is the suspect and officers are currently investigating this.

Chief Beddingfield said there were several vehicles broken into along the Hendersonville Road corridor. There were three in June and four that occurred the first week in July. All of these vehicles were left unlocked. Chief Beddingfield reminded everyone to lock their doors at night and take valuables out of vehicles.

Commissioner Kelly asked what happens when someone in Biltmore Forest calls 911. Chief Beddingfield said those calls go to the Buncombe County Emergency Operations Center (EOC) and a telecommunicator answers the call and he/she transfers the call to Biltmore Forest. The average response time for the police department is under two minutes.

Mayor Goosmann thanked Chief Beddingfield and the Police Department for all their hard work.

Mr. Harry Buckner gave the report for the Public Works Department. Mr. Sam Stashenko was introduced and hired as the Town intern. Mr. Buckner said Mr. Stashenko started July 3<sup>rd</sup> and

is working very hard. So far, there have been seventeen applications received for the advertised job opening at public works. Mr. Buckner and Mr. Dale have narrowed down the search and five candidates will be contacted for an interview.

Performance reviews were conducted with staff and they all went very well. Mr. Buckner thanked the Board for their support. The process went very well.

The three dog stations have been relocated at the cut through to Greenwood Place and Westwood, Forest and Cedarcliff, and also near 394 Vanderbilt Road. They have plans to distribute more in the future. Mr. Buckner thanked residents for their feedback regarding placement of these.

In July, public works has a triannual water sample collection and take ten samples of water from inside the Town.

Mayor Goosmann thanked public works for all their hard work during the Fourth of July festivities. Mayor Goosmann also thanked the police department employees and Ms. Curtis for their work.

Mr. Jonathan Kanipe provided the monthly report and discussed the Greenwood Park Stream Restoration project. Mr. Kanipe was hoping for a bid and there have been delays on a State level. The changes were very minor and we are following up with them to push this project.

Mr. Kanipe discussed a storm water and stream bank restoration along Cedar Hill Drive just past Hemlock Road. Mr. Kanipe said they are getting with a consultant for the design of this project. Funds for this design were included in the FY 22 budget.

Fieldwork for the audit will begin the first week of August. Town administration will also meet with auditors tomorrow to discuss what needs to be done before work begins in August.

Mr. Kanipe said the Friends of Biltmore Forest Committee has been meeting and doing a great job.

Dr. Jennifer Mullendore presented a lecture the last week of June on tick and insect-borne disease awareness. Her presentation is currently on the Town's website for anyone that would like to view it.

Mr. Kanipe said there is also a fall history lecture that Diane Zimmerman will present in October.

Budget Reallocations were included for the Board's review.

Mayor Goosmann thanked all the volunteers that worked at the July 3<sup>rd</sup> picnic.

Commissioner Kelly asked how many people attended the July 3<sup>rd</sup> picnic. Mr. Kanipe estimated 500 people.

Commissioner Cogburn asked how long the stream restoration project will last once it begins. Mr. Buckner said approximately five months.

Mr. Kanipe discussed the Consideration of an Amendment to the Town Policy Personnel Policy. The Town's personnel policy is adopted by the Board of Commissioners. Recently, there have been many Town employees who have expressed a desire to donate approved sick leave to other full time employees who are out of work for an extended period of time. Mr. Kanipe said the Town has an employee who got hurt in an accident while on vacation and ended up breaking both legs. This person was not full time very long and did not accumulate much sick leave. Employees wanted to donate their time to this employee ensuring the employee will get a pay check while out on leave. The policy drafted is based on the Metropolitan Sewerage District policy. Mr. Kanipe also referenced the two forms on the back which contain information regarding the employee giving the sick time and the employee receiving the sick time.

Mr. Kanipe asked the Board to consider amending the Town's personnel policy to allow employees to donate sick time voluntarily. The employee would have to bank at least five days of

sick leave before allowing to donate. A motion was made by Commissioner Loomis and seconded by Commissioner Cogburn. The motion was unanimously approved.

The Board adopted a resolution to allow the Town to accept American Rescue Plan Funds. Mr. Kanipe said this Resolution formally allows the Town to formally accept the American Rescue Plan funds. A motion was made by Commissioner Cogburn to accept the American Rescue Plan Funds. The motion was seconded by Commissioner Kelly and unanimously approved.

Mr. Kanipe discussed the Traffic Control Improvements. Recently, several residents have expressed concern regarding various traffic safety designs within the Town. One suggestion is an all way stop at Busbee and Vanderbilt Road. Another suggestion was to close Ridgefield Place at its intersection with Hendersonville Road. Mr. Kanipe talked to the Department of Transportation and there are some design requirements to be addressed. Mr. Kanipe asked the Board whether they would like to pursue these ideas.

Mayor Goosmann said several people from Bourne Lane expressed concern about people turning the corner from Vanderbilt Road, northbound, onto eastbound Busbee Road. Mayor Goosmann also mentioned residents that live on Bourne Lane pull out to turn right or left onto Busbee Road and cars make sharp turns onto Busbee from Vanderbilt making it dangerous.

Commissioner Loomis suggested a traffic study be initiated in order to receive feedback from all members of the community. Commissioner Cogburn and Commissioner Kelly agreed with Commissioner Loomis. Mr. Kanipe said he will bring a proposal to the August meeting regarding a traffic study. Mr. Kanipe and Mr. Clarke said part of this task would also be soliciting information from Town residents as well.

### Public Comment

Ms. Mary Goodkind said there are multiple problems on Ridgefield. Ms. Goodkind volunteered to talk to people on Ridgefield regarding the amount of traffic and speeders in this area.

Mr. Drew Stephens said the idea of Ridgefield being closed is a great idea and explained to the Board the traffic patterns on Ridgefield.

Mayor Goosmann adjourned the meeting at 5:30 p.m. The next meeting is scheduled for Tuesday, August 10, 2021 at 4:30 pm.

ATTEST:



Ms. Laura Jacobs

Town Clerk



George F. Goosmann, III

Mayor