MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF BILTMORE FOREST HELD DECEMBER 08, 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 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.

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

A Resolution of Appreciation was presented for Mr. Keith Bowman for his retirement.

STATE OF NORTH CAROLINA) **TOWN OF BILTMORE FOREST**
) **BOARD OF COMMISSIONERS**

COUNTY OF BUNCOMBE)

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RESOLUTION 2020-08

RESOLUTION OF APPRECIATION

WHEREAS, Mr. Keith Bowman has faithfully completed thirty years of employment with the Town, serving admirably as a member of the Town's Public Works Department; and

WHEREAS, the Mayor and Town Board of Commissioners recognize the valuable service that Mr. Bowman has provided to the Town; and

WHEREAS, the Mayor and Town Board of Commissioners take this opportunity to express their thanks and gratitude to Mr. Bowman for outstanding dedication to the Town; and

THEREFORE, the Mayor and Town Board of Commissioners express their appreciation for the outstanding manner in which Mr. Bowman performed his duties, for his dedication in the day-to-day operation of the Town, and for his abilities to improve the lives of Biltmore Forest citizens.

This the 8th day of December, 2020.

Mayor Goosmann asked for a motion to approve the November 17, 2020 meeting minutes. The motion was made by Commissioner Cogburn. The motion was seconded by Commissioner Kelly. Roll call was taken by the Clerk and the minutes were unanimously approved.

Mayor George Goosmann was sworn in following the election of November 3, 2020. Commissioner Fran G. Cogburn, Commissioner E. Glenn Kelly, and Commissioner Doris P. Loomis were also sworn in. Commissioner Kelly nominated Commissioner Doris P. Loomis for Mayor Pro-Tem. Commissioner Cogburn seconded. Commissioner Doris P. Loomis was sworn in as Mayor Pro-Tem.

Chief Ryan Cole gave the monthly report for the Skyland Fire Department. October and November were fairly average months. There were increased calls regarding heating and fireplaces. Last year there were quite a few calls regarding chimney fires but so far there have not been any calls. On Christmas Eve, the Fire Department and Santa Claus will be driving through Town.

Commissioner Kelly asked who responds to calls on the Biltmore Estate. Chief Cole said Asheville Fire Department responds.

Chief Chris Beddingfield gave the monthly report for the Police Department. There were 720 calls for the month of October and 680 calls for the month of November. Chief Beddingfield received several inquiries about the "glow" function lights on the police cars. It is a steady dimmer blue light which is a nationwide trend for high visibility. The citizens see us better and from a criminal standpoint, they see police better and tend to stay away. Chief Beddingfield will add this information to the Town newsletter. Commissioner Kelly asked if these lights are automatic. Chief Beddingfield said this is controlled from inside the vehicle and can be turned on and off at any time. Chief Beddingfield suggested Officers turn off the glow lights by 9:30pm.

Mr. Harry Buckner gave the monthly report for Public Works. Regarding leaf and brush collection, last month, we have picked up three times as much debris when comparing it month to

month. Two new hires will join the team at the start of the New Year. Mr. Mike Dale, the new public works supervisor, will start on January 4th. His current local employment is with a utility contractor. He was also a project manager for a construction company and is a landscape architect. Mr. Buckner said he felt very fortunate to have Mr. Dale on board with us. Mr. Buckner also said Daniel Rice will also be joining the public works team January 4th. Mr. Rice came from the City of Asheville in their sanitation department as a supervisor and will bring great experience to us. Mr. Buckner is very pleased and is looking forward to the changes within the department.

Commissioner Kelly mentioned several potholes on Stuyvesant and Vanderbilt Roads, and at the Parkway access. Mr. Buckner said he will have this repaired. Mayor Goosmann thanked Mr. Buckner for the monthly update.

Mr. Kanipe discussed the Sign Ordinance and discussed Ms. Joyce Young's suggestion on changing the political signage from 20' feet to 30' from the road. It is currently 20' and Ms. Young thought 30' might be too far away for some lots and not practical. Also, Section 93.01 was not omitted.

Mr. Clarke also mentioned Ms. Young suggested putting up a sign from the contractor when a house is being constructed or renovated.

Commissioner Loomis asked about the status of invisible fences. Commissioner Cogburn asked if the signage distance could be consistent for construction, real estate, and political with a distance of 20'. Security signage is 10'.

Mr. Kanipe received more feedback from Ms. Young and she suggested having a timeline for removal of real estate signs after a property sells. Mr. Kanipe suggested real estate signs could be removed three days after the real estate transaction closes. The Board thanked Ms. Young for her input.

The Tree Protection Ordinance was discussed. Commissioner Kelly discussed tree replanting for the number of acres should be raised from two acres to possibly three or four acres.

Mr. Kelly also suggested having a timeline on when replanting should occur for the larger acreage properties. Mayor Goosmann asked Mr. Kanipe to come up with a list of properties in Town that have four or more acres for next month's meeting.

Commissioner Kelly provided additional thoughts regarding amendments to the Tree Protection Ordinance that would require replanting for removed trees to occur within six (6) months instead of eighteen (18) months as currently allowed.

Mr. Clarke asked if the Ordinance should still say "preservation of the trees." Commissioner Kelly suggested adding the word "safety" to the Ordinance. Mayor Goosmann agreed the timeline for replanting should be six months and not eighteen months.

The 2021 Holiday Schedule was discussed. There were no questions or concerns. A motion was made by Commissioner Cogburn. The motion was seconded by Commissioner Kelly and unanimously approved.

The Town Manager provided his monthly report. Federal funding for the Coronavirus relief fund expires December 31, 2020. The Town should be reimbursed by the middle of January. The approximate reimbursement amount will total close to $52,000.

Governor Cooper issued a stay-at-home order from 10pm-5am. This order will go until January 8th.

Hyatt Pipeline has begun staging pipe and materials on site and construction should begin in earnest on the Cedar Hill storm water project the week of December 7th. Construction itself is estimated to conclude before Christmas. We will alert residents in the Cedar Hill area to traffic detours, as necessary, as well as provide information to residents there regarding the project generally.

On Friday, from 5:30pm-7pm, the Christmas tree lights drive by event will occur. Santa Claus will be in attendance and will be socially distancing. A CodeRed message was sent out

regarding this. Mayor Goosmann emphasized people should not get out of their cars when driving through to look at lights.

The final project drawings and proposal were received by NC Division of Water Infrastructure on November 16. These drawings and design will be reviewed by DEQ staff and we anticipate receiving feedback in the early spring. Ideally, we would like to bid this project in late FY21 with an eye to performing construction shortly thereafter. Staff met at the park recently to review necessary maintenance for the park before the stream restoration work and identify areas for executing portions of the park master plan after the stream restoration project. This will allow us to leverage the construction process and have the park in terrific and improved shape shortly thereafter.

One of the Town's historic bus shelters located at the intersection of Stuyvesant and Southwood Roads was demolished this autumn after a large red oak fell on top of it. We have received several questions from residents about whether the bus shelter will be rebuilt. The Board would like to see what an estimated price would cost to replace this.

Mr. Kanipe said Duke is replacing a large conduit power line on Hemlock Road.

Commissioner Kelly asked about the status of employees getting the Coronavirus vaccine. Mr. Kanipe and Chief Beddingfield are waiting for responses from the county health department. Mayor Goosmann would like to see public works employees receive the vaccine as well.

Mayor Goosmann adjourned the meeting at 5:43 p.m. The next meeting is scheduled for Tuesday, January 12, 2021.

ATTEST:

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Ms. Laura Jacobs	George F. Goosmann, III
Town Clerk	Mayor