

**MINUTES
VILLAGE OF FLAT ROCK COUNCIL MEETING
ASSEMBLY ROOM
FEBRUARY 9, 2017
9:30 A.M.**

Mayor Staton presided over the Council meeting on February 9, 2017, at 9:30 a.m. Those present in addition to Mayor Staton were Vice Mayor Weedman, Council Members Brown, Coletta, Dockendorf, Gooch, and Jamerson, Village Clerk Parker and Village Administrator Boleman.

MOMENT OF SILENT MEDITATION/PLEDGE OF ALLEGIANCE

Mayor Staton led the group in a moment of silent meditation. He then led the group in the Pledge of Allegiance.

AGENDA APPROVAL/CHANGES

Council Member Gooch made a motion to approve the agenda as presented, seconded by Council Member Coletta. The vote was unanimous, motion carried.

PUBLIC COMMENTS – None

CONSENT AGENDA

1. The consent agenda consisted of the following:
 - January 3, 2017 – Agenda Workshop Minutes
 - January 12, 2017 – Council Meeting Minutes
 - January 12, 2017 – Park Workshop Minutes

Council Member Jamerson made a motion to approve the consent agenda. The motion was seconded by Council Member Gooch and carried on a unanimous vote.

Special Reports

2. Administration – Village Administrator Boleman

Village Administrator Boleman reviewed the January 2017 zoning report dated February 9, 2017, and the Village Administrator report dated February 9, 2017 (see attached reports).

3. Tax Report – Vice Mayor Weedman

Vice Mayor Weedman reported that, as of February 8, 2017, the current fiscal year tax collections are at 98.3%, with \$916,417.72 total collected (see attached report dated February 8, 2017).

4. Park Update – Council Member Brown

Council Member Brown reported a Park Commission subcommittee consisting of herself, Don Farr, Wendy Beville, Judy Boleman, and Steve Jamerson have been reviewing the master plan that had been previously adopted, finding ways to bring down the cost of development of the park. She deferred to Don Farr and Steve Jamerson who presented the recommendations. Mr. Farr presented a draft of the revised master plan, and a document showing recommended phasing of trails and projects with estimated costs totaling \$456,000.00, to be completed by the end of fiscal year 2017/2018.

Mr. Farr expressed the need for having the engineering work done, then seek quotes from construction companies to have the trails Council wants completed in the next seventeen months. Engineering costs for all the trails will be less expensive than having engineering work done on the trails individually and at different times. He recommends spending \$68,000.00 to have all the engineering work done.

Steve Jamerson reviewed the master plan and discussed the trails that have been approved for construction within the next 17 months, and the trails that have been deleted from the original master plan, changes to the boardwalks and the bridges that have either been deleted or modified from the original plan, and the need for ADA compliant trails to provide access to the Quiet Place and the Nature Center.

Council expressed concerns with operation and maintenance of these trails. It was suggested that the Park Foundation be involved with raising funds for operation and maintenance.

Council Member Brown made a motion to accept the recommendation from the Park Commission to adopt this plan, and adopt the proposed timing and sequence, and to spend \$68,000.00 for engineering work for the trails. The motion was seconded by Council Member Coletta and carried on a unanimous vote.

Council Member Brown reported the Commission has approved the quilt design prepared by Ms. Georgia Bonesteel to be installed on the north side of the Welcome Center in April.

5. Foundation Update – Council Member Gooch

Council Member Gooch deferred to Duncan Fraser, who presented and reviewed Flat Rock Park and Recreation Foundation financial reports (see attached reports).

Maureen Adams reported approximately \$24,000.00 was received at the end of the year and is available to be applied to completion of the Nature Center and the trails. The Foundation is entering into a planning period and has contracted with Allison Development Group for assistance in planning for a trails funding campaign.

It was reported \$6,355.00 from forty-five people has been received in memory of Ed Lastein. The Foundation plans to reach out to citizens in the next Village Record newsletter in hopes of raising more funds in his memory.

6. Roads; Bike and Pedestrian Plan Update – Council Member Dockendorf

Council Member Dockendorf reported on the following projects:

Boyd bridge - no new information

Highland Lake Road widening – No new information

Shepherd/Erkwood roundabout has been postponed 2 -3 years

Crab Creek/Kanuga Road – landowners just received notices; has been postponed 5 years.

Mr. Dockendorf mentioned an opportunity to leverage Village money up to \$15,000.00 for a feasibility study for a sidewalk/greenway/trail to connect the village center to the Park at Flat Rock. A surface transportation block grant of \$8.5 in federal funds is available, with an application deadline of March 31, 2017. If Council agrees to a grant for a feasibility study, the Village's obligation is a 20% match of the cost of the study. The Council asked for additional information before pursuing. Mr. Dockendorf will ask Tristan Winkler, of the FBRMPO, to attend the agenda meeting on February 27, 2017, to discuss this issue.

Old Business – None

New Business

7. 2018 Recreational Trails Program grant opportunity – Council Member Brown

Council Member Brown provided an overview of the purpose of RTP grant funding, which comes to the State of North Carolina from taxes paid on non-highway fuel. Forty percent of the available funding is reserved for local projects, and preference is given to projects that provide innovative recreational trail corridors, connect to other greenways and trails in the proposed area, and accommodate motorized and non-motorized use. Maximum grants of \$100,000 may be provided with 25% match required. The pre-application is due February 24, 2017.

Following Council Member Brown's overview, Myra Grant, park grants advisor for the Flat Rock Park and Recreation Foundation, provided further details and requested approval to submit a pre-application and authority for a 25% match (in-kind, cash, donor funds).

Public comment was requested. The following comments were made:

Chris McDonnell – “The Village's plan for additional trails and request for funding is a good idea.”

Steve Jamerson – “I concur with the plan for the park and submitting this grant request to assist with new trail construction.”

Wendy Beville – “New and expanded trails were identified as the ‘number 1’ priority in a recent survey of park visitors. This grant will greatly help meet the identified need.”

Council agreed to proceed with the pre-application

Other Business

8. Mayor – Council Reports

Council Member Coletta mentioned the first planning meeting for the annual ice cream social was held, and plans are moving forward.

Vice Mayor Weedman discussed the following:

Animal Control

- No further developments and it appears that Hendersonville and Fletcher will set up their own animal control enforcement systems. We heard from the sheriff's department on the number of animal control calls they received in each municipality. It is unclear if the numbers are calls received at the 911 center or if they are the number of calls to which the sheriff responded.
- Mary Cervini has been informed of our initiative in this area, and it is likely that she will take up the matter with the sheriff and the county manager. She had always been told one more deputy with a vehicle was all that was needed. The most recent sheriff's cost estimate was for two officers and two vehicles.
- Should we approach Hendersonville to see if they might consider contracting animal control services to Flat Rock? No action was taken.

Banking

- The new accounts at Entegra Bank have been established. Checks have been received and we will start to write checks on the new account while we phase out our checking with First Citizens Bank. We await the remote deposit scanner from Entegra to be able to make deposits through that system.
- Our cost to use the Entegra systems is \$40.00 per month with the first six months free. So far this fiscal year, our bank charges from First Citizens have amounted to \$1,446.00.

Telephone Agreement

- After a rocky start in which we shut down our e-mail and web site services in error, we are almost back to normal. The improved service will provide much faster internet speeds at a cost savings of \$1,600.00+ per year.
- We will be implementing a Virtual Private Network to allow off-site access to our server as requested by the Park Commission. Whether we use LaserFiche, a Microsoft service or similar to provide such access is to be determined.

EV Charging Station

- Need to discuss and decide how to proceed. Possibly a RFP for a firm to manage the installation and start-up could be the best approach. No action was taken.

Council Member Gooch reported he is moving forward with planning the Volunteer Appreciation picnic. He and Mayor Staton entertained NC House Representative Cody Henson with a tour of Flat Rock last Friday.

Mayor Staton reported Tyrone Brandyburg, Superintendent of the Carl Sandburg Home National Historic Site for the past four and a half years, is leaving Flat Rock at the end of February to accept the position of Superintendent of Harpers Ferry National Historical Park in Harpers Ferry, West Virginia. He will be missed, but the new position will be quite an opportunity for him.

With no further discussions, the meeting adjourned at 12:20 p.m.

Michelle Parker, CMC
Village Clerk

Robert V. Staton
Mayor