

MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL
Regular Meeting
May 14, 2024

THE WAYNESVILLE TOWN COUNCIL held a regular meeting on Tuesday, May 14, 2024, at 6:00pm in the Town Hall Board Room located at 9 South Main Street Waynesville, NC.

A. CALL TO ORDER

Mayor Gary Caldwell called the meeting to order at 6:03 pm with the following members present:

Mayor Gary Caldwell
Mayor Pro Tem Chuck Dickson
Councilmember Jon Feichter
Councilmember Anthony Sutton
Councilmember Julia Freeman

The following staff members were present:

Rob Hites, Town Manager
Jesse Fowler, Assistant Town Manager
Candace Poolton, Town Clerk
Town Attorney Martha Bradley
Elizabeth Teague, Director of Development
Olga Grooman, Assistant Director of Development
Taylor Garland, Assistant Finance Director
Police Chief David Adams
Assistant Chief of Police, Brandon Gilmore
Members of the Public Services Department

Members of the Media:

Paul Nielson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and announced that the next Town Council meeting will be held on May 28th. He reminded everyone that the town offices will be closed for Memorial Day.

B. PUBLIC COMMENT

Margaret Jones- Ms. Jones said her current residence never got flooded until a school was built in 1999. She said drainage continues to be an issue. She said the town installed a drainage pipe, but it wasn't big enough. She said the water flowing down from Eagles Nest is ruining her fence and foundation and busted the pipes under her house. Mayor Caldwell recommended that Ms. Jones set an appointment with the Town Manager.

C. ADDITIONS OR DELETIONS TO THE AGENDA

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to add item #9, "Hazelwood Parking Issues" to the agenda under New Business. The motion passed unanimously.

D. CONSENT AGENDA

All items below are routine by the Town Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember so requests. In which event, the item will be removed from the Consent Agenda and considered with other items listed in the Regular Agenda.

2.
 - a. Approve the April 23, 2024 Regular Scheduled Meeting Minutes
 - b. Approve the April 17, 2024 Special Meeting Minutes-Budget Workshop #1
 - c. Approve the April 25, 2024 Special Meeting Minutes Cont.-Budget Workshop #2
 - d. Approve the May 1, 2024 Special Meeting Minutes Cont.-Budget Workshop #3
 - e. Adopt the DEQ Procurement Policy effective January 1,2024.
 - f. Approve the addition of street footage on West Marshall Street to be reflected on our Powell Bill Inventory and would intersect West Marshall Street with Walnut Street and Russ Avenue
 - g. Motion to reschedule the Public Hearing for May 28, 2024 to consider amendments to the Town Charter and Code of Ordinances to reflect the change in the governing body's name from "Board of Aldermen" to "Town Council."
 - h. Cancel the May 28th public hearing on the 2024-25 capital and operating budget and reschedule it for June 11th, 2024, at 6:00 p.m. to be held in the Council Chamber located at 9 S. Main Street.
 - j. Accept the State of NC CDBG-I grant of \$613,500 for water service improvements in the Sawyer/Explorer Street neighborhood and authorize Rob Hites, Town Manager and Charam Miller, Grants Manager to serve as authorized representatives for the grants
 - k. Accept the State of NC CDBG-I grant of \$1,376,957 for sewer service improvements in the Sawyer/Explorer/Muse/Hendrix Street neighborhood and authorize Rob Hites, Town Manager and Charam Miller, Grants Manager to serve as authorized representatives for the grants.
 - l. Approve the 17th Power of Pink 5K Special Event Permit
 - m. Approve the 2025 Gateway to the Smokies and Mighty Four Miler Special Event Application
 - n. Purchase of Merakal LLC. Digital Evidence Storage Cabinet

A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to approve the consent agenda as amended, with the omission of item i: "Removal of absentee Board and Commission Members", to be placed on the agenda under New Business. The motion passed unanimously.

E. PRESENTATION

3. Final Mural Concept for the Pigeon Community Multicultural Development Center (PCMDC)

- George Kenney, Waynesville Public Art Commission Chairman

WPAC Chairman George Kenney reported that the art commission had been working with artist Kristy McCarthy and the PCMDC staff and board to create a mural for the building. After listening sessions and community gatherings, Mr. Kenney said that Kristy created her final design of the mural. He said the mural will be 60 feet long and 12 feet wide on the PCMDC external wall. Council commented that the mural was beautiful and Kristy did an excellent job.

A motion was made by Councilmember Feichter, seconded by Councilmember Freeman , to approve Kristy McCarthy’s final concept for the Pigeon Community Multicultural Development Center and to move forward with the mural installation. The motion passed unanimously.

F. PROCLAMATIONS

4. National Public Works Week
 - Mayor Gary Caldwell

Mayor Gary Caldwell declared the Week of May 19th through the 25th, National Public Works Week. He thanked the staff for all that they do to help the community and Waynesville’s residents.

G. PUBLIC HEARINGS

5. Public Hearing to consider a Longview Subdivision Conditional District Map Amendment (Rezoning) Application, sections 2.7 and 15.15 of the Land Development Standards (LDS).
 - Assistant Development Services Director, Olga Grooman

A motion was made by Councilmember Sutton, seconded by Councilmember Feichter, to allow Attorney Clint Cogburn to speak for 10 minutes on behalf of his clients that are not present. The motion passed unanimously.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to open the public hearing at 6:26 pm. The motion passed unanimously.

Assistant Development Services Director Olga Grooman reported that the 3.49-acre portion of the 102-acre property at 176 Country Club Drive (PIN 8604-99-9023) is proposed as a subdivision of 12 lots for single-family homes. She said the area is within Waynesville Inn and Golf Country Club’s property and within the corporate limits of the town. Ms. Grooman stated that the applicant is requesting a Conditional District Rezoning in order to develop the property on 12 individual lots of varying sizes and, as the application states, “with the balance of the development areas to remain in a private common area as represented on the attached master plan.” She said the project is seeking flexibility in lot size, lot width, pedestrian facilities, civic space, alternative landscape plan, and driveway. If approved, Ms. Grooman said the request would amend the zoning map and create a Country Club Residential Low Density Conditional District (CC-RL-CD) and would relax the LDS

requirements specifically for that property and as shown on the proposed master plan. Ms. Grooman said even though the applicant is asking for the aforementioned leniencies, staff submits that many don't require exemptions as proposed.

She said that the subject property lies within Country Club Residential Low Density (CC-RL) district, which has the following purpose and intent statement (LDS 2.3.1):

"The Country Club Residential—Low Density District (CC-RL) is an area predominately comprised of large lot subdivisions with the Waynesville Country Club serving as its social and recreational center. While single-family homes are the dominant residential use in this area, townhouses and accessory apartments are also permitted. Connections to the South Main Street Business District should be enhanced as new development takes place. A residential scale is required for all new development. Tree preservation and proliferation along the South Main Street corridor is critical to the ambiance of the area."

She added that although the district is classified low-density in LDS, the property is designated as *Residential-Medium to High Density* on the Future Land Use Map within 2035 Comp Plan:

"Located on lands suitable for higher density residential development that are readily accessible and where utilities are available. Uses are the same as those in the low/medium category above but with increased densities generally five to ten units per acre (5-10 units /acre) with some higher density in the Urban Residential zoning district and/or with Special Use Permits. Development should provide sidewalks or multi-use paths and connect to parks, schools, and commercial areas." Ms. Grooman said that this Country Club's property is designated for *medium/high density* on the Future Land Use Map, it is surrounded by properties designated as *Residential- Low to Medium Density* which means that the long-range vision for the Country Club specifically is to develop as medium to higher density.

Ms. Grooman proceeded to read the leniencies requested by the applicant:

- " CC-RL is a residential district with a base density of 6 units/acre and up to 12 units/acre with a special use permit. The project proposes 12 units on 3.49 acres and is within the base density.
- CC-RL has a minimum size of 0.5 acre and a minimum lot width of 60 ft. As a part of the Cond. District, the developer is asking for leniency in minimum lot size and width standards. The proposed subdivision of 12 units will have various lot sizes, ranging from 0.13 acre to 0.27 acre.
- CC-RL has a minimum lot width of 60 ft. Per LDS 17.4, lot width is " the distance between side lot lines measured at the front building line." Although the developer is asking for leniency from the minimum district's lot width of 60 ft, the project is compliant with this requirement as shown on the plan (*see attached scaled, colored plan*). The Council may still consider this request in case house placements will need to be modified on individual lots.
- CC-RL has the following setbacks: front, street side, and rear- 20 ft, side from adjacent lot- 10 ft, and setback between buildings is 15 ft (10 ft min.). The developer is asking to waive setback requirements for Cond. District. The building separation will still meet building and fire code requirements
- Street Classification: The project will connect to Longview Drive on both sides of the development via a proposed 20 ft roadway ("Lane"). The Fire Marshall and Building Inspections requested the proposed lane to be wider at both fire hydrant locations (past entrances) for fire access and to avoid blocking the road with fire trucks. At both hydrant locations, the lane needs to be at least 26 ft wide. The plan

needs to be adjusted prior to issuance of the building permit. The developer agreed to comply with this requirement in his application

- Due to the limited number of homes and low traffic volumes generated by the development, allow the developer to provide new transportation infrastructure per LDS 6.6.2. E- Lane design standards with a 20 ft driving width and not having a maximum length to allow connection to Longview Drive. The proposed Lane design within the development has been reviewed by Town’s zoning, building inspectors, fire, and public services. The staff finds that this “Lane” design as a street type is appropriate for this development with one addition of widening the road at fire hydrants, as noted above. In general, a Lane is a 20-ft wide street, maximum 800 ft-long, with a 5-ft sidewalk on one side (LDS 6.6.2. E). The plan shows these elements and in compliance with LDS Lane design standards.
- The project proposes a 5-ft sidewalk along the new roadway within the development (a.k.a. Lane). Due to the steep topography of the site along the edge of the road and in consideration of pedestrian safety, staff submits that a sidewalk along the new Lane and away from the steep and curved areas of Longview Drive is appropriate and preferred. The sidewalk will connect to Longview Drive on both ends of the Lane. Additionally, staff recommends a condition that the developer grants an easement to the Town on the Country Club’s property, along the northern part of Longview Drive, for the Town to construct a public sidewalk in order to fill the existing gaps in the neighborhood
- Civic Space: The lots are created within the Existing Golf Course and its amenities. The developer is asking for credit for existing amenities. The staff finds it appropriate because dozens of acres of golf course and its amenities will greatly exceed a 5% civic space requirement.
- Landscape: The applicant is requesting to remove specific requirements of this section and prepare a “site specific landscape plan commensurate with the nature of the plantings contemplated on the Master Plan. Per LDS 8.2.4, “alternative landscaping plans may be used where unreasonable or impractical situations would result.” The situations include but not limited to lot configurations, topography, utility easements, or other site conditions. The project shows a conceptual Landscape Plan in the application materials (see colored copy). It includes several dense tree areas along Longview Drive and canopy trees along the newly proposed Lane within the development.
- Parking and Driveways: The applicant asks the removal of the requirements of this section. The proposed development will include the internal roadway within the development (Lane). It shows general compliance with Town’s street classification as described in LDS section 6 above.
 - LDS 9.8.3 Driveway Access: Each lot will include individual driveways that will connect to the proposed Lane within the development. Individual residential driveways shall have a width of 10 ft minimum. The proposed plan is compliant. The minimum spacing between the driveways in RL district is 40 ft. The developer asks to remove specific requirements, as stated above. Each driveway will connect to the Lane within the development traveled only by the residents. The proposal has been reviewed by Town’s public services, fire, and building inspections with no additional comments or concerns.

Ms. Grooman said that Staff submits that this Conditional District request is consistent with the 2035 Comprehensive Plan’s goals 1 and 2 in that it continues to promote smart growth principles in land use planning and zoning and creates a range of housing opportunities and choices.

Councilmember Freeman asked what the objections were for the Planning Board to not unanimously approve the conditional zoning district. Ms. Grooman said Planning board voted 4 to 3 to not recommend based on the following:

- The applicant is requesting leniencies in all major categories of the zoning ordinance, including lot size, lot widths, setbacks, sidewalks, civic space, landscaping, and driveway spacing;
- The predominant concerns were lot sizes, widths, and setbacks being out compliance with the Low Density District requirement of the zoning;
- The board also expressed concerns about the lack of clear design guidelines for the houses to be constructed;
- The board considers this type of development to be more of a cottage development that would need to comply with all relevant provisions of the cottage ordinance; and
- The proposed development does not show reasonable compliance with our Land Development Standards and does not provide any accommodation or benefit to the surrounding community.

Councilmember Freeman then asked what the specific leniencies were that the applicant requested. Ms. Grooman said they were:

1. Minimum lot size standards for CC-RL shall not apply
2. Minimum lot width standards for CC-RL shall not apply
3. Setback requirements for CC-RL shall not apply
4. Design guidelines shall not apply (LDS Chapter 5)
5. LDS standards for the proposed "Lane" within the subdivision shall not apply (LDS 6.6.2. E)
6. At both hydrant locations, the proposed "Lane" needs to be at least 26 ft wide. The plan needs to be adjusted prior to issuance of the building permit to comply with Fire and Building Codes.
7. Civic space requirements of the LDS Chapter 7 shall not apply as the project claims credit for the existing amenities
8. Landscape requirements of the LDS Chapter 8 shall not apply as the project will propose custom landscaping plan
9. Driveway standards of the LDS Chapter 9 shall not apply

Councilmember Sutton asked out of the requested leniencies, which ones are the applicant actually compliant with. Ms. Grooman said they are compliant with lot width as the plan shows, design guidelines, proposed lane width, and landscaping. He then asked if the Planning Board gave any indication why the plan was not consistent with the 2035 plan. Ms. Grooman said they did not. Councilmember Dickson said the ordinance calls for the Planning Board to make a recommendation based on the compatibility with the surrounding properties, but he could not find the recommendation. Ms. Teague said they discussed the compatibility, but their finding was encapsulated in the statement that the applicant is asking for too many variances in relation to the lot size, width, and setbacks.

Ms. Teague said they are asking for leniency because they are trying to sell lots that other people will build on, so they can't be prescriptive because there has to be flexibility for future homeowners. Ms. Bradley reminded Council that if they approve the zoning ordinance as presented, what's actually built may not be compliant. Councilmember Dickson said the request to waive the civic space requirement means there is no guarantee of future civic space if they shut the golf course down. He said he read in the application that the lot owners would be required to become members of the country club which would give them access to the

civic space, which means they are being required to pay for civic space that the Town ordinance requires. Councilmember Dickson pointed out that the town only requires one parking space for a single-family home. Councilmember Dickson asked if the Planning Department has considered soil contamination because the issue has been raised by residences. Ms. Teague said they haven't but suggested that Council make a condition of testing and impacts to adjacent properties. Councilmember Dickson said the ordinance mentions an environmental survey and that it includes identifying existing trees. He said there is an old oak tree on the site and would like information.

Councilmember Feichter mentioned the sidewalk agreement made for the Greenview development and asked if the proposed sidewalk with the Longview project was going to connect, and who would be responsible for maintaining the sidewalk. Ms. Grooman said the town would maintain the sidewalk. Ms. Teague said one of the concerns voiced by the Planning Board is they didn't see the public benefit of allowing the variances, but one public benefit was pedestrian safety. She said they would have to get an easement from the golf course to build a sidewalk up Longview.

Mr. Patrick Bradshaw requested that Attorney Cogburn provide the names of the people that he is representing. Attorney Cogburn gave the names to the Clerk.

Mr. Bradshaw said they have requested that the golf course fulfills the civic space requirement, and if the golf course were to cease to exist, he said they would be happy to set aside adjacent property in a plat that could serve in that role if Council would like. He said their understanding is that this plan does meet the 2035 plan goals. Mr. Bradshaw said the site plan is very real and they will 100% "married" to that site plan as the lots are proposed. He said the only reason they asked for an alternative compliance in landscaping was because in single-family developments, the only requirement is street trees. He said they don't want residents to lose the view if they were to plant street trees.

Mr. Bradshaw said they held two neighborhood meetings to get input from the community. He said there are 13 existing lots that address off Longview and those lots vary in size from .5 to .1 acres, with 8 of them being less than .33 acres. He mentioned that Waynesville Inn and Golf Club sees single family development as the most compatible development with the existing neighborhood. He said they do have a plan that could accommodate 30 townhomes without having to go through the town, but they don't feel that's the most appropriate use.

Architect Emily Clark reported that the setbacks will be a minimum of 5 feet, so houses will be 10 feet apart at a minimum. She said the heights of the homes will be 35 feet which is far less than the town's limit of 60 feet.

A motion was made by Councilmember Dickson, seconded by Councilmember Feichter, to extend the amount of time the applicant has for speaking. The motion passed unanimously.

Ms. Clark said the architectural guidelines are the same as the proposed Greenview project. She said homes will be a maximum of 3200 square feet.

Councilmember Dickson asked if there any parking restrictions. Ms. Clark said parking must be on the owner's lot, not the lane. Councilmember Freeman asked if there is recourse for someone who wants to put a home design on a lot that doesn't match the suggested guidelines. Ms. Clark said the architectural review committee

is deed restricted. Ms. Bradley asked why the deed has not been recorded yet. Mr. Bradshaw said there is one in the works, but they did not feel that was going to be of interest of the council. He said they won't record until the project is approved. He added that each proposed home site will have two parking spaces and each home will most likely have garages. Councilmember Dickson asked how this development, with smaller lots and houses closer together, is compatible with the other properties. Mr. Bradshaw said land is land, and they are working with what they have to make the properties economical. He said land is not the largest issue, they don't want to extend lots across the golf course. Councilmember Dickson said the houses would still be closer together and more dense than the other properties. He asked what variation would be needed on a 60 foot wide lot. Mr. Bradshaw said it depends on the individual home, possibly none.

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to extend the public comment session by another hour. The motion passed unanimously.

Attorney Cogburn stated that he represents the following individuals: -

- Michael Lee
- Harry and Molly Gamble
- Ben Franklin, IV
- Harry McCracken (speaking tonight)
- Troy and Victoria Whalen (Troy speaking tonight)
- Catherine Topel (speaking tonight)
- Trevor and Holly Markham
- Gerry Gilbert (speaking tonight)

Attorney Cogburn stated that it's important to consider what Council can hold the developers to, not what they say they're going to do. He said they're asking for too many variances which is atypical. He added that they are also dramatically reducing lot sizes. Mr. Cogburn said impacts to the surrounding properties by the proposed development include viewshed, property values, and additional traffic. He said there is a request to vary lot width which means they can change what they're going to do after approval. Mr. Cogburn said there's a departure from open and civic space because of proximity to the golf course, but the "civic space" is private and not open to the public. He added that it is concerning that they haven't recorded any deeds or officially committed to anything. He referenced the Comprehensive Plan said this plan is not a conservation minded design, is not preserving natural resources, does not affordable housing, and is not a benefit to the surrounding community. He noted that the Planning Board did recommend denying the applicant. He said he has submitted a list of suggested conditions months ago, and they rejected the conditions.

John Cox (in favor)- Mr. Cox stated that he lives on Greenview Drive as a full time resident and is located between the two projects. He said the applicant has made the property so much better and brought lots of visitors downtown. He said they could have built 30 townhomes, but they did not. He said it'll be good for local builders and tax revenue. He said he doesn't own the land and he can't tell people what to do with their property.

Steve Brown (in favor)- Mr. Brown said he was born on Longview, and now lives on Oakdale. He said the Country Club has been integral inside the town limits and they've been willing to do things necessary to help with the community. He said the property used to be failing and the entire property could've been a

development, but the developers and new owners have saved the property. He said they hire locals and they need to allow them to continue to build homes that protect the views in front of existing residents.

Laura Hamre (against)- Ms. Hamre said she is against the amendments that have been proposed, specifically the lot width, setback, and building height. She said she is concerned that many units will be short term rentals and their views of the golf course will be impacted.

Gerry Gilbert (against)- Mr. Gilbert submitted signed petitions to the clerk. He said he's lived in Waynesville for seven years, and as a developer from Florida, he doesn't like the way Waynesville is growing.

William Whalen (against)-Waived his time.

Harry McCracken (against)- Mr. McCracken said he lives on Longview in the home he grew up in. He said he is concerned he will lose his view of the golf course and parking when short term rentals take over. He said that stormwater is currently an issue and the new development will make it worse.

Bo Prevost (against)-Ms. Prevost expressed her gratitude of the restoration of the inn and golf course, but disagrees with construction of 13 units on 3 acres. She said she is concerned about disrupting the integrity of the neighborhood and the property should be protected as much as possible.

Jay Hamre (against)- Mr. Hamre said he moved to Waynesville full time in December. He said he doesn't agree with the development. He said on one of the lots, the flat part was only 30 feet wide. He said he asked Mr. Bradshaw how they'd fit lot 12 in the plan and that Mr. Bradshaw responded that they wouldn't fit it in unless they got the variance approved. He also said that parking is a concern.

Chris Owen (in favor)- Mr. Own said he lives on Rolling Drive in the house his grandfather built in 1959. He said their view was obstructed in the 90s by the planting white pines. He said he doesn't want the golf course to go away completely and in order for it to maintain itself as a golf course, ownership needs to be economically viable to the owners. He said the club has provided jobs and financial support to the community.

Catherine Topel (against)- Ms. Topel said she stands with others' concerns, specifically the lot size requirements and set back issues. She said they were told the houses would be 20 feet apart and that is too close.

Carol Feichter (against)- Ms. Feichter said there are too many variances, with too many houses that are too close together and the proposed development is not compatible with the rest of the neighborhood.

Linnea McAden (against)- Ms. McAden said that width of the lots is her primary concern. She said that the golf course isn't really a civic space and there's not enough parking.

Bobbi Curris- Left the meeting and was not available to speak.

Marty Prevost (against)-Ms. Prevost said she is thrilled with the development that has been built, but wants new development to be compatible.

A motion was made by Councilmember Feichter, seconded by Councilmember Sutton, to hear the applicant's response to public comment. The motion passed unanimously.

Mr. Bradshaw said there is a misconception between traffic and speed. He clarified that there is a speed issue, but they do not have a traffic issue. He said he personally lives near a short term rental and he feels a good short term rental is better than a bad neighbor. As for the stormwater drainage, he said the golf course incurred costs to improve the drainage and they previously had a terrible failing sewer line and the town replaced that. He said that 60 feet is the width of lots, but they don't have to build on a lot less than that. He clarified that civic space is not intended to serve the public, but the people that live in that area.

Councilmember Dickson said he would like to leave the public hearing open and his concerns about the development is that it appears to be too dense. He said that many people that are opposed to the development actually like many things about the development, just not how close together they are. He asked if the developer can modify plans to make lots bigger, or if they could increase space between houses. He added that although there's no legal obligation, it would be great if the club could protect Harry McCracken's view. Councilmember Freeman agreed with Councilmember Dickson. She said the relaxed speculations, waivers, and exceptions, are concerning, but they need to take care of the residents that currently live there. Mr. Bradshaw said they are comfortable with action being taking now and this has been a four month process. He said making the lots larger so there are only six to eight lots are not economically viable, and then the houses become bigger which could block views.

Councilmember Feichter said the plan has good features, but is troubled by the Planning Board recommending denying the request. He added that he was moved by the significant opposition from community members. He said developments should promote a range of housing opportunities, and this proposed development promotes a finite set of buyers that probably don't live in Waynesville. Ms. Bradley offered to meet with the developer and staff and discuss conditions and Council agreed. She welcomed community members to leave their information to the clerk so they can be invited to the meeting.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to close the public hearing at 8:47pm. The motion passed unanimously.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to continue the vote at the next regular meeting. The motion passed unanimously.

6. A Public Hearing to consider a text amendment related to general corrections and updates, including protest petitions, tree preservation, and definition of townhomes.
 - Assistant Development Services Director, Olga Grooman

A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to move item 6, "A Public Hearing to consider a text amendment related to general corrections and updates, including protest petitions, tree preservation, and definition of townhomes", to the June 11th meeting. The motion passed unanimously.

H. NEW BUSINESS

7. Interview Logistics for Waynesville Housing Authority applicants

- Jesse Fowler, Assistant Town Manager

Assistant Town Manager Jesse Fowler reported that the Waynesville Housing Authority has one vacancy and three applicants. He said that according to the Boards and Commissions Manual, Council must interview the applicants before appointing a new member. Councilmembers Dickson and Sutton agreed to interview the applicants.

8. Award Janitorial Contract for Town Facilities

- Julie Grasty, Asset Services Manager

Asset Services Manager Julie Grasty reported that the current contract will end June 30th, 2024. She said she sent the bid out to eight firms and did four walkthroughs of the facilities. She said it is the recommendation of staff to go to second lowest bidder. Ms. Grasty added that the new contract would be \$12,000 more expensive than the last one.

A motion was made by Councilmember Freeman, seconded by Councilmember Dickson, to award the Janitorial Contract to Clean Environments of Asheville Inc., with the contract ending June 20th, 2026, in the amount of \$86,366.04 annually. The motion passed unanimously.

9. Hazelwood Parking Issues

- Councilmember Anthony Sutton

Councilmember Sutton reported that Debi Hall is a merchant in the Hazelwood commercial district, and she has brought several parking and maintenance related items to the Council's attention.

A motion was made by Councilmember Sutton, seconded by Dickson, to recommend that staff study the issues and bring recommendations to the Council at their May 28th meeting. The motion passed unanimously.

10. Removal of absentee Board and Commission Members

- Elizabeth Teague, Director of Development Services

Councilmember Feichter said that he reached out to Peggy Hannah, and her sister is dealing with health issues. He added that she is a valuable member of the Planning Board and would be able to return to her duties after this situation passes. Councilmember Sutton said she could always reapply or be re-appointed when that time comes. Councilmember Freeman said her repeated absences are a disservice to other board members that take time to come to the meeting and that they have one of the most important jobs to do.

A motion was made by Councilmember Dickson, seconded by Councilmember Sutton, to remove Rodney Conard and Peggy Hannah from their respective positions on the Town's Planning Board and Historic

Preservation Commission. The motion passed with Councilmembers Freeman, Sutton and Dickson voting in the affirmative, and Councilmember Feichter voting nay.

I. COMMUNICATION FROM STAFF

8. Manager's Report

- Town Manager, Rob Hites

Nothing to report.

9. Town Attorney Report

- Town Attorney, Martha Bradley

Nothing to report.

J. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Caldwell said that he and Councilmember Feichter attended the Mountain Creek Apartments grand opening, and the affordable housing is full up and they have a waitlist. Councilmember Feichter said he believed there were stipulations in the agreement that Council is to receive reports regarding the affordable housing. Councilmember Sutton said he will be attending the NC Transportation conference next week on behalf of the MPO. Councilmember Dickson reported that he went to the State Energy Conference, and it went well.

K. ADJOURN

A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to adjourn at 9:13pm. The motion passed unanimously.

ATTEST:

Gary Caldwell, Mayor

Robert W. Hites, Jr. Town Manager

Candace Poolton, Town Clerk