

**MINUTES OF THE TOWN OF WAYNESVILLE TOWN COUNCIL**  
**Regular Meeting**  
**January 28, 2025**

**THE WAYNESVILLE TOWN COUNCIL** held a regular meeting on Tuesday, January 28, 2025, 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 6:02 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  
Candace Poolton, Town Clerk  
Elizabeth Teague, Director of Development  
Page McCurry, Director of Human Resources  
Ian Barrett, Finance Director  
Luke Kinsland, Recreation Director  
Chief David Adams  
Police Department Staff

Members of the Media:

Paul Nielson, The Mountaineer

1. Welcome/Calendar/Announcements

Mayor Gary Caldwell welcomed everyone and reminded everyone that Ice Fest on Main Street is this Friday.

**B. PUBLIC COMMENT**

No public comment.

**C. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

***A motion was made by Councilmember Dickson, seconded by Councilmember Freeman, to approve the agenda as presented. 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. Motion to approve the January 14, 2025 Regular Scheduled Meeting Minutes
  - b. Motion to approve the use of the Train Up Grant funding for the certification of lifeguards and the purchase of necessary lifeguard training equipment.
  - c. Call for a Public Hearing for February 11, 2025, to consider a request for a Land Development Standards Map amendment to rezone 4 Elysinia Ave (PIN 8605-73-8236) from Hazelwood Urban Residential to Hazelwood Business District
  - d. Motion to approve the 2024 tax year Order of Collection

***A motion was made by Councilmember Sutton, seconded by Councilmember Dickson, to approve the consent agenda as amended. The motion passed unanimously.***

#### **E. PRESENTATIONS**

3. Retirement for K-9 Keizer
  - Chief David Adams

Police Chief David Adams announced K-9 Keizer’s retirement after 10 years of service. He presented Sergeant Matthew Cogburn and Keizer with a plaque acknowledging their service to the Waynesville Police Department and the community. Lt. Billy Benhart shared Sgt. Cogburn’s and K-9 Keizer’s history together. He said K-9 Keizer was deployed 569 times for narcotics, and he located drugs 263 times. He said he was deployed 29 times in his career for tracking, and most of those times were successful.

4. Presentation of awards to 2024 Christmas parade winners
  - Patrick Bryan, Kiwanis

Patrick Bryan presented the first place Christmas Parade float award to the Historic Farmers Market and the second place plaque to WNC Credit Union, on behalf of the Kiwanis Club.

#### **F. OLD BUSINESS**

5. Update on FEMA floodplain maps
  - Director of Development Services, Elizabeth Teague

Development Services Director Elizabeth Teague reported that Council requested that staff study the feasibility of conducting flood studies in Waynesville, especially Hazelwood. She said staff contacted FEMA representatives, engineering professionals who specialize in flood plain maps, and Steve Garrett, the State and National Floodplain Insurance Coordinator. She reported that the state has already started their floodplain studies in Haywood County and are expecting preliminary results by the end of 2025. She said that Mr. Garrett stated that the studies began prior to Helene and do not reflect changes resulting from Helene. Mr. Garrett had said when the study is completed it will be available for review by town staff. He said then there will be stream analysis done due to the impacts of Helene. Mr. Garret said there will be a 90-day appeal process, public comment sessions, and public hearings. Mr. Garrett said there is someone currently reviewing post-Helene aerial imagery to see where the stream channel may have migrated outside of the special flood hazard area as a result of the storm. Ms. Teague said that staff feel there is no need for the Town to separately contract for flood map review since the state is currently in that process. Ms. Teague reminded Council that any property owner has the LOMR (Letter of Map Revision) process open to them.

Councilmember Dickson asked Ms. Teague if she is the point of contact for the map revisions. She said yes and their staff are aware of concerns in the Hazelwood area. She reiterated that there would public process for review of the updated maps.

## **G. NEW BUSINESS**

6. Reclassify one Maintenance Technician position to Maintenance & Grounds Technician and change it from Grade 53 to Grade 56
  - Luke Kinsland, Director of Parks and Recreation

Recreation Director Luke Kinsland reported that after auditing the position of Maintenance Technician that is outposted at the Old Armory location, he would like to request that Council reclassify this position to a Maintenance & Grounds Technician and move it from a Grade 53 to a Grade 56 based on the updated job description. He said they added skills such as carpentry and plumbing to the job description. Mayor Caldwell shared kind words about Keith Shetley, the retiring Armory Maintenance staff member.

***A motion was made by Councilmember Freeman, seconded by Councilmember Dickson, to approve the reclassification of one Maintenance Technician position to a Maintenance & Grounds Technician and move it from Grade 53 to Grade 56. The motion passed unanimously.***

7. Part Time Retired Law Enforcement Pay Class Table
  - Chief David Adams

Police Chief David Adams reported that he is requesting permission to add a retiree returning to work Part Time Section to the Police Department's Pay Class Table and he would like to increase the maximum hourly rate from \$25.00 to \$27.00 for that position. He said he has discussed this matter with the Finance Director Ian Barrett, and the Police Department has the funds to support the pay increase with minimal costs to my part-time budget.

***A motion was made by Councilmember Sutton, seconded by Councilmember Freeman, to increase the pay rate for part-time returning retired law enforcement officers from the maximum hourly rate of \$25.00 to \$27.00 an hour. The motion passed unanimously.***

## **H. COMMUNICATION FROM STAFF**

### **8. Manager's Report**

- Town Manager, Rob Hites

Town Manager Rob Hites reported that Town Staff are getting together a team for the Haywood Waterways Polar Plunge on February 8th. Ms. Teague added that the Plunge is a fundraiser for HWA and helps support stream restoration and education.

***A motion was made by Councilmember Freeman, seconded by Councilmember Sutton, to make a \$250 donation to the Waynesville Team for the Polar Plunge. The motion passed unanimously.***

Mr. Hites reported that he attended a meeting about the Depot Street bridge today. He said the target time of completion is March 1st.

Mr. Hites announced that Chief Adams was elected the Western District Director of NCACP.

### **9. Town attorney**

- Martha Bradley, Town Attorney

Nothing to report.

## **I. COMMUNICATIONS FROM THE MAYOR AND COUNCIL**

Mayor Caldwell announced that he went to the MLK prayer breakfast.

Councilmember Sutton announced some NCDOT updates:

They are hoping to re-open I-40 through the gorge within next few months. He said it will be a speed limit of 40mph, and one lane of traffic going each way. He said a very rough estimate for a timeline of the project is two years to three years until the Haywood County portion is completely rebuilt. Councilmember Sutton said the Russ Avenue project is going well. He said after Helene, there were 800 roads closed, and now there are 136 closed. He said there will be funding cuts for the entire state. He reminded everyone that the US19-23 construction zone has a 50mph speed limit

Councilmember Feichter reported that he met with Mr. Hites, Dr. Mason, and Executive Director of Haywood Regional, Chris Brown. He said Mr. Brown was very supportive of the walk-in clinic for municipal employees, but the hospital would not be interested in owning the clinic. He said the next step is for Mr. Hites to meet with County and Municipal managers to see if they are interested in participating and looking for a location for the clinic.

Councilmember Dickson promoted Ice Fest this weekend and encouraged Main Street businesses to stay open during the Ice Stroll. Councilmember Dickson said he attended the Southwest Commission meeting, and they voted to sponsor the Shelton Branch restoration project. He reminded Council that on February 11<sup>th</sup> there is a Helene recovery meeting at Crowne Plaza. He added that Dogwood Health Trust is having a class at the Rec Center for a Recovery Friendly Workplace Certification. He said it will take place on March 20<sup>th</sup>.

Councilmember Freeman reported that she attended Al Matthews' ceremony where he was honored with the Longleaf Pine award. Councilmember Freeman said that Al served the community for over 60 years as the Town Manager for Canton and Maggie Valley.

**J. ADJOURN**

***A motion was made by Councilmember Freeman, seconded by Councilmember Sutton, to adjourn at 6:57pm. The motion passed unanimously.***

ATTEST:

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Gary Caldwell, Mayor

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Robert W. Hites, Jr. Town Manager

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Candace Poolton, Town Clerk