

Regular Meeting Minutes of the Town Board of Commissioners Meeting of January 19, 2017 at the Highlands Community Building, 71 Poplar Street, Highlands, North Carolina.

Town Board Present: Mayor Pro Tempore John Dotson, Commissioner Amy Patterson, Mayor Patrick Taylor, Commissioner Eric Pierson and Commissioner Brian Stiehler.

Also Present: Town Manager Josh Ward, Town Attorney Jay Coward, Police Chief Bill Harrell, Parks & Recreation Director Lester Norris, Public Works Director Lamar Nix, Human Resource Director Sonjia Gibson, IT Director Matt Shuler, Lieutenant Ronnie Castle and Town Clerk/Finance Director Rebecca Shuler.

1. Meeting Called to Order

Mayor Taylor called the meeting to order at 7:00pm.

2. Public Comment Period

Bill Reese with American Legion Post 370 was on hand to discuss a memorial brick project that had been discussed between their post and the Highlands Police Chief. The project would allow citizens to purchase bricks in memory of veterans to be placed in the walkway of the Memorial. Reese was directed by the board to get with the Chief and discuss details as to when the bricks would be placed and how many times a year. The board was in consensus that the project was a good idea.

3. Adjust and Approve the Agenda

Commissioner Pierson made a motion to approve the agenda as presented, which was seconded by Commissioner Patterson and the vote was unanimous.

4. Approval of the December 8th, 2016 Regular Meeting Minutes

Commissioner Patterson made a motion to approve the December 8th, 2016 regular meeting minutes as presented, which was seconded by Mayor Pro Tempore John Dotson and the vote was unanimous.

5. Reports

A. Mayor

Mayor Taylor mentioned the mowing the State had done inside the city limits that caused an uproar and left much debris. Taylor thanked the town crews that helped with that cleanup.

Taylor also informed the board of a meeting with Brandon Watkins with Verizon Wireless which discussed options and benefits of a smart grid. Taylor stated there was a possibility of a presentation and more information to come at the retreat in March.

B. Commissioners and Committee Reports

Commissioner Stiehler updated the board on recent meetings of the recreation committee with Don Deal the liaison for the Farmer's Market. Stiehler also informed the board that they had discussed removing the net lighting in the park and going with something a little more subtle.

C. Town Manager

Manager Ward informed the board it was good to be back and getting settled. Ward then stated that he was looking to hold the annual board retreat on the 7th of March starting at 9am at Coleman Hall.

6. Consent Agenda

Public Works Department
Police Department
Parks & Recreation Department
Planning Department

**Treasurer's Report
Delinquent Accounts Advertisement**

PLEASE TAKE NOTICE that at the regular Board of Commissioners' meeting of February 20, 2014, the Town Board voted to list all Town of Highlands Delinquent Accounts in the newspaper every 6 months. The following accounts are over 60 days past due.

Delinquent Utility Accounts

Ellen Agee	\$372.64
Thomas Batson	\$123.85
Binder Biomedical	\$494.44
Dennis Franklin	\$946.96
Highlands Quick Mart	\$3,631.16
L K Partners	\$1,242.25
John Mutter	\$56.89
Randall Peterson	\$372.17
Connie Smith	\$118.42
Cory Allen Talbot	\$1,110.91
Stuart Thompson	\$260.53
Charles Weatherly	\$814.74
Charles Weatherly	\$238.02
Jeannette Chidsey	\$458.54
John Clyatt	\$2,445.99
Melba Egan	\$477.98
Pamela Lomba	\$694.28
Pamela Lomba	\$82.78
Jason Williams	\$330.54
Samantha McCall	\$1,050.27
Sandra Gauthier	\$300.53
Kristin Araujo	\$1,502.05
Rachael Evans	\$307.20
Highlands Smokehouse	\$1,351.78
Alan James	\$1,720.15
Samantha Stauch	\$454.40
Alicia Tremblay	\$459.40
Mary Propst	\$804.54
Tokyo Restaurant	\$341.56
Elisa Espinosa Parra	\$1,040.14

James Blyther	\$342.98
Cheryl Carlton	\$438.87
Sarah Anderson	\$132.73
Athens Leasing	\$8,567.42
John Bryant	\$173.15
Frank Cassiano	\$2,031.19
Mike Chatlos	\$600.48
TL Coffeen	\$1,054.81
Denise Cook	\$112.33
Michael & Maxine Davidoff	\$48.86
Michael Hammond	\$671.35
Thomas Littlejohn	\$63.22
Joshua Mendenhall	\$142.60
Prudential MB Realtors	\$82.68
Dallas Reese Jr.	\$233.49
Schmitt Building	\$1,155.86
Bob Stephenson	\$48.95
Tonya Wales	\$329.53
Devonta "Ladarius" Wilson	\$603.33
Deborah & Ross Young	\$6,181.83

Delinquent Accounts Receivable Accounts

Bates Septic Tank & Concrete Product	Sludge	\$385.00
Mountain Septic Service	Sludge	\$1,295.00
Highlands BBQ	False Alarms	\$600.00
Roto Plumbers	Sludge	\$6,300.00

Payments may be made to: Town of Highlands, PO Box 460, Highlands, NC 28741 to bring accounts to a current status to avoid further collection processes and public notice.

Published this 26th day of January, 2017.

Town of Highlands

Mayor Taylor mentioned the number of breaking and entering's that had been occurring and questioned if the number of alarm calls had leveled out after the new policy the Town had put into plan. Taylor was informed it was working.

Mayor Pro Tempore Dotson questioned extending the ice skating season and was informed that it had been discussed.

7. Public Hearing: Request for Rezoning: Performing Arts Center

A. Open Public Hearing

Commissioner Pierson made a motion to open the public hearing at 7:25pm, which was seconded by Commissioner Patterson and the vote was unanimous.

B. Staff Comments/Recommendation

The Performing Arts Center (PAC) located on Chestnut Street has purchased adjacent property to their facility and have requested a rezoning to GI. Their current facility is zoned GI. The purchased parcel is located at 483 Chestnut and is identified as PIN # 7540427232.

This request was heard by the Highlands Planning Board at their November 28, 2016 regular meeting. At this time the PAC future plans for the property is for additional parking. The Planning Board voted to recommend approval as submitted.

C. Public Comments

Paul Schmitt spoke on behalf of the PAC informing this board this was an attempt to improve the parking.

D. Close Public Hearing

Commissioner Patterson made a motion to close the public hearing at 7:28pm, which was seconded by Commissioner Pierson and the vote was unanimous.

E. Council Action

The board discussed having no obligation to the PAC to proceed with the rezoning, concerns that the property would come off the tax scroll, and the tradeoff of a cultural draw verses actual tax levy.

Commissioner Stiehler made a motion to approve the rezoning request of Parcel #7540427232 from R-2 to GI, which was seconded by Commissioner Patterson and the vote was unanimous.

8. Planning Matters: Call for Public Hearing ~ UDO Amendment

Recently the Performing Arts Center (PAC) located on Chestnut Street purchased adjacent property and requested to rezone said property to GI. The GI district is described in Sec. 5.4.1 of the UDO. In this section it stipulates that "property owned by nonprofit visual art organizations" may be located in the GI district. Staff has prepared an amendment to remove the word "visual". By doing so it clarifies the right of the PAC to request rezoning to GI. This proposed amendment will be reviewed by the Highlands Planning Board at their January 23, 2017 meeting.

After a brief discussion as to what the section should say in place of visual, Commissioner Patterson made a motion to set a public hearing on the amendment for the February 16, 2017 meeting at 7pm at the Community Building 71 Poplar Street, Highlands, NC 28741. The motion was seconded by Commissioner Stiehler and the vote was unanimous.

9. Request for Approval to Apply for the Governor's Crime Grant

Police Chief Harrell presented the board with a proposal for the following priority (replacement of reporting system):

Grant Type	Amount Allowed	Match
Block Grant	\$24,500.00	100%

The following is a list of items that we would be applying for this priority:

ADDITIONAL FEES
NOT COVERED BY FUNDING

	BLOCK GRANT		Licensing	\$3,750.00
Requesting	\$24,000.00	InterAct Mobile	Approx. Annual Fee	\$4,000.00
Total	\$24,000.00	* See Add. Fees	Total Project Cost	\$31,750.00
			Amount pd. GCC	\$24,000.00
			Amount pd. TOH	\$7,750.00

The deadline for the grant application is January 31st, 2017.

Commissioner Patterson made a motion to approve the grant application be submitted, which was seconded by Mayor Pro Tempore Dotson and the vote was unanimous.

10. Founder’s Park Coalition Request

Nick Bazaan was on hand to discuss the last phase of the park and request that the Town to pay for the sidewalk. The estimate given was \$4,000.00 which would be taken from the remaining amount allocated for Christmas lighting in the park.

Commissioner Stiehler made a motion to approve the construction of the sidewalk in the park for the last phase, which was seconded by Commissioner Patterson and the vote was unanimous.

11. Highlands Eclipse Planning Committee Discussion

Ted Wisniewski was on hand and discussed the activities being discussed by the Eclipse Planning Committee for Monday, August 21st, 2017 during the viewing of the eclipse. Wisniewski request permission to close Pine Street during these activities.

Commissioner Pierson said he felt the Town should give tentative permission which the committee getting with Police Chief Harrell on the public safety issues.

Commissioner Patterson made a motion to grant road closure on Monday, August 21st, 2017 to the Eclipse Planning Committee for eclipse viewing activities, which was seconded by Commissioner Stiehler and the vote was unanimous.

Mayor Taylor invited everyone to stay and join in the retirement celebration for Lieutenant Ronnie Castle directly after the meeting.

12. Adjournment

As there were no further matters to come before the Board of Commissioners, Mayor Pro Tempore Dotson made a motion to adjourn, which was seconded by Commissioner Pierson and upon a unanimous vote, the Town Board adjourned at 7:56pm.

Patrick Taylor
Mayor

Rebecca R. Shuler, CMC, NCCMC
Town Clerk