

Town of West Jefferson - Board of Aldermen
Regular Meeting Minutes
January 2, 2023 | 6:00 pm

Board Members Present: Mayor Tom Hartman, Alderman Rusty Barr (absent), Alderman Calvin Green, Alderwoman Crystal Miller, Alderman John Reeves, and Alderman Stephen Shoemaker

Town Staff Present: Town Manager Brantley Price, Town Attorney Jak Reeves, Police Chief Brad Jordan, Maintenance Supervisor Eric Miller, and Wastewater Superintendent Brandon Patrick

At 6:00 pm Mayor Hartman called to order the meeting of the Board of Alderman. After the invocation was given, those in attendance stood for the Pledge of Allegiance.

Approval January 2, 2023 Agenda – Mayor Hartman requested the addition of the IMD Feasibility Study for the corridor for the Northern Peaks State Trail. Alderman Shoemaker made the motion to approve the agenda with the addition. Alderwoman Miller seconded with a motion of 4-0 in favor.

Regular Session

Approval of Minutes – With no discussion, Alderman Reeves made the motion to approve the minutes as presented. Alderwoman Miller seconded the motion with a vote of 4-0 in favor.

Presentation of FY 2021-22 Town Audit – Priscilla Norris, CPA presented the Board with the audit findings for FY 2021-2022 audit. An unmodified opinion was given by the auditors. The Board thanked Priscilla for her report.

Consideration of LGC Letter for Water and Sewer ARPA Funds – Priscilla Norris, CPA explained that the LGC requires a response concerning the transfer of ARPA funds to the water account. A draft copy of the letter was presented to the board. Alderman Shoemaker made the motion to approve the letter as present as a response to the LGC's request. Alderman Reeves seconded the motion with a vote of 4-0 in favor. Priscilla will submit the letter for the town.

Consideration 5K Fuel Fundraiser – Twila Miller reviewed her plans with the board for a fuel assistance 5K fundraiser. The event will be held on February 25th beginning at Generations Ashe onto Buck Mountain Road to Buck Mountain Circle to Beaver Creek School Road back to Generations Ashe. A resolution of support from the town is required by NC DOT before approval from NC DOT is granted. Alderman Shoemaker made the motion to approve the resolution of support. Alderman Reeves seconded the motion with a vote of 4-0 in favor.

Consideration of Resolution for NC DOT Sidewalk Feasibility Study – At the December meeting a discussion was held, and all board members were in agreeance to apply for a feasibility study for sidewalks from downtown to Beaver Creek School Road. A resolution of support from the town is required for the study. Alderman Reeves made the motion to approve the resolution of support. Alderman Shoemaker seconded the motion with a vote of 4-0 in favor.

Discussion to Finalize Stormwater Project for Grant Funding – Also at the December meeting a list of stormwater projects were presented to the board. The board ranked the projects that they would like to see completed. First project would include the park and cemetery followed by the public works lot, then the wastewater treatment plant, and lastly the farmers market were chosen. All grant funding available does not require a match from the town. Alderman Green made a motion to approve the grant applications for the projects chosen. Alderman Shoemaker seconded the motion with a vote of 4-0 in favor.

Consideration of 2023 Holiday Schedule – The 2023 Holiday Schedule was presented to the board. Mayor Hartman made the suggestion to add an additional day to the Holiday Schedule bring the total days for 2023 to 12 days. Alderwoman Miller made the motion to approve the additional day for the Christmas holiday of Friday, December 22, 2023. Alderman Shoemaker seconded the motion with a vote of 4-0 in favor.

Discussion of Board of Adjustment Date – The board set the day for the Board of Adjustment to be Monday, February 6 at 5:30 pm before the regular monthly meeting of the Board of Alderman.

Police Report – Chief Jordan gave his report to the Board for the month of December. A total of 235 calls were dispatched through the communications center including 11 motor vehicle crashes, 8 larcenies, 2 drug cases, 3 DWIs, 2 trespasses, 5 minor citations, and other miscellaneous calls. The Board thanked Chief Jordan for his report.

Water and Wastewater Report – Wastewater Superintendent Brandon Patrick gave his report to the Board. A total of 3 inches of rain were reported for the month with a total of 49 inches for the year-to-date totals. The second stage of sewer lining started last month with only lateral lines on Buck Mountain Road remaining. Both filters are currently operating producing between 90,000 and 100,000 gallons per day. The Board thanked Brandon for his report.

Maintenance Report – Maintenance Supervisor Eric Miller gave his report to the Board. A total of 41 one call tickets were located, 3 water leaks were made for the month. New picnic table and benches are in the process of being installed. Mountain Field Excavating has been contracted to clear right of ways. The maintenance department salted the roads 2 times. Continuing education classes for pesticide licenses have been completed. The fire department received a total of 35 calls for the month. Truck 4 has been repaired. The board thanked Eric for his report.

Town Managers Report – Brantley Price, Town Manager gave his report to the Board. Sewer rehab has been completed around Ford Street above the old Catawissa facility as well as Fourth Street and behind Town Hall. The lateral lines on Buk Mountain Road will be complete in the next few weeks. Taxes collected to date total 89.5% of the tax levy. Sales tax for the month of September were up 16% over prior year with year-to-date sales tax up 17% over last year. Brantley shared an email from Gwyita Steele about summer literacy program. Brantley then shared with the board that Eric and his crew and Brandon and his crew worked extra hours during the holidays due to the extreme cold temperatures. The Board thanked Brantley for his report.

Public Comments – None

Aldermen Comments – The Mayor and Board recognized all the workers that sacrificed their time with their families over the holidays during the cold snap.

Closed Session – Alderman Reeves made the motion to enter closed session per GS 143.318.11(a)(3) to consult with the Town Attorney over Attorney-Client matters. Alderman Shoemaker seconded with a vote of 4-0 on favor.

Return to Regular Session – The Board returned to regular session to adjourn the meeting.

Adjournment – With nothing further, Alderman Shoemaker made the motion to adjourn the regular meeting, seconded by Alderman Reeves with a vote of 4-0 in favor.

Tom Hartman, Mayor

Rebecca Eldreth, Town Clerk