

**Town of West Jefferson - Board of Aldermen**  
**Regular Meeting Minutes**  
**August 7, 2023 | 6:00 pm**

**Board Members Present:** Mayor Tom Hartman, Alderman Rusty Barr, 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, Wastewater Superintendent Brandon Patrick, and Maintenance Supervisor Eric Miller.

At 6:00pm 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 of August 7, 2023 Agenda** – Alderwoman Miller requested to add a discussion of the West Jefferson Business Association Homecoming Parade. Alderman Shoemaker made the motion to approve the agenda with the addition. Alderwoman Miller seconded the motion with a vote of 5-0 in favor.

**Regular Session**

**Approval of Minutes** – With no discussion, Alderman Reeves made the motion to approve the minutes for the July 3, 2023 Regular Meeting. Alderman Barr seconded the motion with a vote of 5-0 in favor.

**Discussion of Holiday Parade** – Wes Green provided an update on the 2023 Holiday Parade planning as this will be the first year that the Rotary Club will be sponsoring the event. The date has been set for November 18 with the time to be set later.

**Consideration of Resolution for ABC Board Strategic Planning Fund Request** – Town Attorney Jak Reeves reviewed the ABC Board Strategic Planning Fund Request with the Board. The ABC Board would like to set aside \$50,000 a year for the next 3 to 5 years to fund an interior remodel of the store and for additional space to be added. The Board was in agreement with the strategic plan. Attorney Reeves will present a resolution of support to the Board at the September meeting.

**Discussion of Short-Term Rentals** – Mayor Hartman explained that the final decision needs to be made on how to handle short term rentals going forward. Currently the ordinance lists short term rentals as special use in the Residential Agriculture, Medium Density, Community Shopping, and Highway Commercial Districts and are restricted in the Low Density Residential District. The planning board has recommended that short term rentals be a special use permit in the Residential Agriculture and Medium Density districts, permitted in the Community Shopping District as long as the building also contains a business or commercial use, permitted in the Highway Commercial. After some discussion, Alderman Shoemaker made the motion to approve the text amendment to make short term rentals a permitted use in the Residential Agriculture, Medium Density, and Highway Commercial district, a permitted use in the Community Shopping District as long as the building is mixed use, and a special use permit in

the Low Density Residential District. Alderman Reeves seconded the motion with a vote of 5-0 in favor.

**Discussion of Town Hall Renovation** – Town Manager Brantley Price discussed the options for renovation shown by UNC Greensboro. It was recommended by UNCG and NC Preservation to leave up the honeycombs but have them restored. The Board decided to continue the discussion at the next meeting.

**Discussion of West Jefferson Business Association Homecoming Parade** – Alderwoman Miller made the request on behalf of the West Jefferson Business Association to host a homecoming parade for the high school on Sunday, October 1<sup>st</sup>. Alderman Green made the motion to approve the request for the parade. Alderman Shoemaker seconded the motion with a vote of 5-0 in favor.

**Consideration of Resolution for Street Closures** – With no discussion, Alderman Barr made the motion to approve the resolutions for street closures. Alderwoman Miller seconded the motion with a vote of 5-0 in favor.

**Discussion of Street Paving** – Town Manager Price presented a list of streets that have been quoted for paving. Alderman Green made the motion to approve the paving of all the streets listed. Alderman Barr seconded the motion with a vote of 5-0 in favor.

**Consideration of Planning Board Appointments** – With no discussion, Alderman Shoemaker made the motion to approve the reappointments for Bob Adams, Phyllis Hartzog, and Vic Gammons. Alderman Green seconded the motion with a vote of 5-0 in favor.

**Consideration of TDA Board Appointment** – Mayor Hartman informed the board that Len Horton's term on the TDA Board has expired, and he is not eligible for reappointment as he has served his limit. The appointment needs to be filled by someone who collects occupancy tax. Jerrita Roark with Stay Blue Ridge is willing to serve on the board. Alderman Barr made the motion to appoint Jerrita Roark to the TDA Board. Alderman Reeves seconded the motion with a vote of 5-0 in favor.

**Discussion of September Meeting Date** – The Board agreed to meet Monday, September 11 at 6pm.

**Discussion of Board of Adjustment Date** – The Board agreed to meet Monday, September 11 at 5:30pm before the monthly board meeting.

**Police Report** – Chief Jordan gave his report to the Board. A total of 175 calls were dispatched through the communications center including 5 motor vehicle crashes, 5 larcenies, 5 drug cases, 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 4.5 inches of rain were recorded for the month. The spring was recently inspected by the water inspector with a good report. Both filters are running producing between 40,000 and 50,000 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 38 one call tickets were located, 4 water leaks, 3 sewer issues were reported for the month. The department has replaced a valve on a line on Long Street, capped the lines that were leaking at Cobble Creek and the Dough Shed, made 7 water taps, 2 sewer taps, updated mapping of new lines, and resolved flooding issues. The board thanked Eric for his report.

**Town Managers Report** – Brantley Price, Town Manager, gave his report to the Board. The Gold Leaf Stormwater project was approved and will consist of an underground stormwater detention chamber at the public works parking lot and an above ground detention basin will be installed in the upper end of the lower park shelter. The Request for Qualifications for an engineer has been advertised for that project. RFQs for the AIA water and sewer project have been received with the plan to award the project to NC Rural Water. The Interconnect Grant scope of work has been approved by DEQ and will be awarded to McGill Engineering. The first stakeholders meeting for the sidewalk feasibility study has been scheduled for August 24<sup>th</sup>. Taxes collected to date total 14% of the levy. Sales tax for March is up 6% over the previous year and up 13.5% year to date. The Town’s occupancy tax has increased 10% from the previous year. Flooding has been experienced the last two weekends in town due to the heavy rains. Brantley then read a thank you from Joe with Natural and Cultural Resources thanking the town for being great partners for the year of the trail weekend. The Board thanked Brantley for his report.

**Public Comments** – none

**Aldermen Comments** – Alderman Green asked about street signs that are faded. Alderwoman Miller gave a thank you to the Fire Department, Alderman Barr thanked everyone for their patience with the amendments to short term rentals. Alderman Reeves and Alderman Shoemaker both thanked those in attendance.

**Adjournment** – With nothing further, Alderman Shoemaker made the motion to adjourn the regular meeting, seconded by Alderman Barr with a vote of 5-0 in favor.

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Tom Hartman, Mayor

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Rebecca Eldreth, Town Clerk