

**Town of West Jefferson - Board of Aldermen**  
**Regular Meeting Minutes**  
**May 6, 2024 | 6:00 pm**

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

**Town Staff Present:** Town Manager Brantley Price, Assistant Town Manager Rebecca Eldreth, 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 Aldermen. After the invocation was given, those in attendance stood for the Pledge of Allegiance.

**Approval of May 6, 2024 Agenda** – Alderman Barr made the motion to approve the agenda as presented. Alderman Reeves seconded with a motion of 4-0 in favor.

**Regular Session**

**Approval of Minutes** – With no discussion, Alderwoman Shelton made the motion to approve the minutes to the regular meeting on April 1, 2024 as presented. Alderman Reeves seconded the motion with a vote of 4-0 in favor.

**Consideration of FY 2024-25 Audit Contract** – Alderwoman Shelton presented the Board with a quote from Misty Wagoner, CPA for audit services. The quote was for less than the quote from the current auditor, Priscilla Norris, CPA. Alderman Reeves made a motion to table the decision until the June meeting. Alderman Barr seconded the motion with a vote of 4-0 in favor.

**Consideration of Town Hall Renovation** – Darron Dotson with Darron Dotson Designs reviewed the plans for the Town Hall renovation with the Board. The changes would include new lighting, paint, font for the lettering on signage, and incasing of the old teller window. The Board thanked Darron for his presentation.

**Consideration of 2024 Art on the Mountain** – Executive Director Joni Ray came before the Board for approval for the 2024 Art on the Mountain footprint on September 28. The footprint will be the same as previous years. Alderman Reeves made the motion to approve the footprint. Alderman Barr seconded the motion with a vote of 4-0 in favor.

**Consideration of Enrollment AARP Network of Age-Friendly States & Communities** – Consensus of the Board was to move forward with the designation.

**ABC Report** – Haskell McGuire gave his report to the board beginning with a year-to-year comparison of growth since 2020 with year to date sales increase at 5.9% in the third quarter. Haskell then informed the board of the plans for a warehouse expansion at the NC ABC Commission. The store will need to make accommodation for extra inventory due to shipping delays at that time so sales will not be negatively impacted. The Board thanked Haskell for his report.

**Consideration of Worship in the Park** – The board was in agreement with the event in the park.

**Consideration of Placing Fire Truck at Ashe County Rescue Squad Substation in Baldwin**

– A discussion was held about the possibility to place a truck at the rescue squad building. Fire Chief Miller and Assistant Fire Chief Walters both spoke in favor of placing the truck at the location. The placement of the truck could lower the insurance rating for 242 homeowners in the area. Town Attorney Jak Reeves recommended a memorandum of understanding with the rescue squad if a truck is placed at the rescue squad building. Alderman Barr made the motion to place the truck at the facility after the memorandum of understanding is signed. Alderwoman Shelton seconded the motion with a vote of 3-1 in favor with Alderman Green opposed.

**Consideration Encroachment Agreement on Ford Street** – Alderman Barr made the motion to approve the encroachment agreement as presented. Alderman Green seconded the motion with a vote of 4-0 in favor.

**Consideration of Capital Budget Ordinance for Golden LEAF Stormwater Project, State Budget Funds, and Lead Service Line Inventory** – Alderman Reeves made a motion to approve all Capital Budget Ordinances as presented. Alderwoman Shelton seconded the motion with a vote of 4-0 in favor.

**Police Report** – Chief Jordan gave his report to the Board for the month. A total of 253 calls were dispatched through the communications center including 12 motor vehicle crashes, 5 larcenies, 5 drug cases, 2 DWIs, 17 minor citations, and other miscellaneous calls. The Board thanked Chief Jordan for his report.

**Water & Wastewater Report** – Wastewater Superintendent Brandon Patrick gave his report to the Board. Almost 4 inches of rain were reported for the month. Additional video work was completed on sections of the sewer system. A few areas were found that will need to be addressed. The state completed their annual water system inspection, and everything went well. The Board thanked Brandon for his report.

**Maintenance Report** – Maintenance Supervisor Eric Miller gave his report to the Board. Monthly totals were reported with 31 locate tickets, 1 water tap was made, and 1 water leak. The handicapped parking space at the farmers market was relocated, crosswalks were painted, all brush was picked up, mulch was spread at the park, and 2 springs for the playground equipment were replaced under warranty. The Board asked the police chief to patrol the park more often and thanked Eric for his report.

**Town Managers Report** – Town Manager Brantley Price gave his report to the Board. The Paddy Mountain project bid documents are set to go out this week for a contractor to construct the parking lot, restrooms, and shelter with the completion date in October. Taxes collected to date total 99.2% of the levy. Sales tax is down 4% from last year with year to date equal to previous year. The TDA marketing campaign with Our State magazine called Tar Heel Towns is set to begin this month. Occupancy tax collected for the first three months is 1% higher than last year in comparison. The wastewater treatment plant has a compliance inspection with the inspector stating Mr. Patrick and Mr. Walters do a very good job with regards to keeping records. There was also an inspection of the water treatment plant with only a few minor issues with the

inspector stating we thank Mr. Patrick for his cooperation during the inspection and for providing quality water to your customers. Brandon will be awarded the Al Deratt Award through NC Rural Water at the annual conference. This award recognizes a person who shows dedication to their job, to their wastewater system and to rural water. Ebenezer Children's home will hold their share-a-thon on May 31<sup>st</sup>. NCDOT will review the intersection of Jefferson Avenue and State Street as requested, Martin Roofing will be installing the new roof on Town Hall around the first of June with TPO materials. The Board thanked Brantley for his report.

**Public Comments** – Bob Nash from the Taylor Glen Subdivision came before the Board to ask for the consideration of the Town taking over the street which is currently a private drive. The road is not constructed to Town standards, so Bob is requesting an exception. Town Attorney Reeves stated he would like to see the road and review the engineering specs for the culvert. Alderman Barr acknowledged that the neighborhood is well kept and would like to assist the citizens if possible.

**Aldermen Comments** – Mayor Hartman started off by congratulating Brandon on his award, Alderman Reeves stated we have the best town in NC. Alderman Barr echoed the Mayor and Alderman Reeves. Alderwoman Shelton expressed her contentment with the support of the town. Alderman Green spoke about the feature on Queen Cit News of the Town.

**Closed Session** – Alderman Reeves made the motion to enter closed session. Alderman Barr seconded the motion with a vote of 4-0.

**Return to Regular Session** – The Board returned to regular session at 8:30pm

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

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Tom Hartman, Mayor

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Rebecca Eldreth, Town Clerk