



**Town Council  
Work Session Minutes  
January 13, 2022 – 9:30 a.m.**

Mayor O’Cain called the Regular Work Session Council Meeting to order at 9:29 a.m. on January 13, 2022, electronically through Zoom and in person.

The following members attended in person at Town Hall, 441 White Pine Drive, Laurel Park NC 28739:

- Mayor Carey O’Cain
- Mayor Pro Tempore A. Paul Hanse
- Commissioner George W. Banta
- Interim Town Manager Michael Morgan
- Town Clerk Tamara Amin
- Public Works Director Brandon Johnson

The following members attended virtually:

- Commissioner Deb Bridges
- Commissioner Kristin Dunn
- Finance Officer Heather Smith
- Assistant to the Town Manager Halee Ratcliff
- Police Chief Bobbie Trotter

### **APPROVAL OF THE AGENDA**

Mayor Pro Tempore Hansen moved to approve the agenda. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

### **ANNOUNCEMENT OF NEW TOWN MANAGER**

Mayor O’Cain said the Town of Laurel Park conducted an intensive search for a new Town Manager which resulted in 19 candidates applying for the position. The Town Council would like to appoint Alex Carmichael as the next Town Manager for the Town of Laurel Park. For the past four and a half years, Alex has served as the Town Administrator for the Town of Montreat, North Carolina where he has been the chief administrative officer for the Town.

In his role as the Town Administrator for Montreat, he oversaw the managing of day-to-day operations of the Town. He navigated Montreat’s first ever annexation, securing support from the neighboring municipality and act of the North Carolina General Assembly. He spearheaded the development and launch of a new website and new organizational branding. During his tenure at

Montreat, Alex managed several major capital improvement projects, including a new Town Hall, new Public Works Facility, and a major road repair program

Alex's first day with Laurel Park will be February 21, 2022.

Commissioner Banta moved to approve the appointment of Mr. Carmichael as the Town Manager of Laurel Park. Mayor O'Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

### **SEWER SERVICE LOWER LAUREL PARK**

Mayor Pro Tem Hansen said on November 18, 2021, the City of Hendersonville held an informational meeting for Laurel Park residents who live in the Canal Street neighborhood to discuss possible sewer expansion.

Lew Holloway - Lew Holloway of 1909 Trellis Lane said at least two-thirds of the residents in the area have formally signed the petition for the City of Hendersonville to expand the sewer infrastructure. Mr. Holloway asked Council to discuss their interest level and support.

Town Council was in support for the sewer expansion and gave Mr. Holloway permission to move forward with the petitions.

*Mr. Lew Holloway left the meeting at 9:42 a.m.*

### **SPECIAL EVENTS AT JUMP OFF ROCK**

Town Clerk Tamara Amin said to address the volume of special events at Jump Off Rock Park, Staff proposes four options, each with alternatives.

- Eliminate permit system and allow events to take place.
  - Eliminate permit system and prohibit special events at Jump Off Rock except those with Council or Manager approval.
- Create an event cap per month. Example – 4 events per month.
- Create a threshold for who needs a permit.
  - If the event has fewer than 5 people in attendance, no permit is required.
- Continue operation with no changes.
  - Allow the Town Manager at their discretion to waive the event fee.

Council decided to table the discussion until the Town Council Meeting on January 18, 2022.

*Interim Town Manager Michael Morgan joined the meeting at 9:47 a.m.*

### **PLANNING BOARD APPOINTMENTS**

Mayor O'Cain said Council is responsible to appoint members to advisory boards. Current members may be reappointed, or new applicants appointed.

We have received reappointment requests and/or applications for each board. The Council may vote on each position individually, or by each board.

**Planning Board – 2 positions (2 Town Residents) – 2-year term - Term ending December 31, 2023; (1 ETJ Representative) 1 year term – Term ending December 31, 2022**

- 1. Cecily Timmons**
- 2. Jason Hilliard**
- 3. Henry Scott Gregg**

Town Clerk Tamara Amin said an application from Mr. Luke Costlow has also been received for consideration.

Council reviewed the term expiration for board members. Council decided to table the discussion until the Town Council Meeting on January 18, 2022.

**AGENDA REVIEW FOR THE COUNCIL PUBLIC HEARING MEETING SCHEDULED FOR JANUARY 18, 2022**

Mr. Morgan said the Town Council will hold their regularly scheduled Town Council Public Hearing meeting on the third Tuesday of the month, January 18, 2022, at 9:30am. The Town Council reviewed the draft agenda.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Comment**
- 4. Approval of the Agenda**
- 5. Consent Agenda**
  - A. December 14, 2021, Special Meeting Minutes
  - B. December 16, 2021, Work Session Meeting Minutes
  - C. December 21, 2021, Regular Meeting Minutes
  - D. December Monthly Report
  - E. Program Records Retention and Disposition Schedule
  - F. Town of Laurel Park Release and Refund
- 6. Town Manager's Report**
- 7. Department Head Reports**
  - A. Public Works
  - B. Fire Department
  - C. Police
  - D. Administration
- 8. Mayor and Commissioner Comments**
- 9. Adjournment**

**COUNCIL UPDATES AND INFORMATION**

**Interim Manager Mike Morgan-** Mr. Morgan said there will be an RFP for banking services posted tomorrow. The due date for submissions will be February 15, 2022 to start on July 1, 2022.

**Mayor Pro Tem Hansen –** Mayor Pro Tem Hansen said Saturday is Volunteer Day for the Ecusta Trail.

Ms. Ratcliff said Mr. Todd informed staff that they do not need any more volunteers.

**Commissioner Banta** –No comments

**Mayor O’Cain** – No comments

**Commissioner Bridges**–No comments

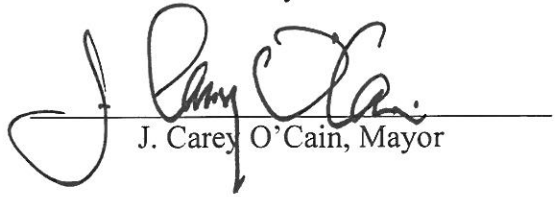
**Commissioner Dunn** – No comments

**ADJOURNMENT**

There being no further business, Commissioner Banta moved to adjourn at 9:59 a.m. Mayor O’Cain asked for discussion; there was none. The motion carried unanimously.

(ATTEST:

  
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Tamara M. Amin  
Town Clerk

  
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J. Carey O’Cain, Mayor  
  
2/15/22  
\_\_\_\_\_  
Date