



**Town Council
Work Session Minutes
November 16, 2023 – 9:30 a.m.**

Mayor O’Cain called the Work Session Council Meeting to order at 9:29 a.m. on November 16, 2023, in person at Town Hall, 441 White Pine Drive, Laurel Park, NC 28739.

The following attended in person at Town Hall:

- Mayor Carey O’Cain
- Mayor Pro Tempore A. Paul Hansen
- Commissioner George W. Banta
- Commissioner Deb Bridges
- Commissioner Kristin Dunn
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Assistant to the Town Manager Jordan Jones
- Public Works Director Brandon Johnson
- Finance Officer Kirk Medlin
- Police Chief Bobbie Trotter
- Crew Leader Matthew Pearce
- Park Technician Bryan Hensley
- Dave Swindell- Ecusta Crossing Representative

The following were absent:

- Fire Chief Tim Garren

APPROVAL OF THE AGENDA

Mayor O’Cain would like to add discussion of the 2016-2026 Comprehensive Plan as Item B under new business, US Highway 64 Corridor Study as Item C under new business, and Ecusta Crossing Update as Item D under new business to the agenda. Commissioner Dunn moved to approve the amended agenda. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

OLD BUSINESS

LAUREL GREEN PARK EQUIPMENT

Town Manager Carmichael said the Town Council requested Mr. Hensley to bring a playground equipment catalog to spur ideas for Little Laurel Green.

Council reviewed and discussed ideas for Little Laurel Green.

Commissioner Dunn reached out to Harper's Playground. They told her if it is not all inclusive, they might not be able to help.

Chief Trotter and Park Technician Bryan Hensley joined the meeting at 9:33 am.

Commissioner Bridges said the 80/20 grants have not been published. NC State assists with grants but also helps with design and assessment of playground space.

Chief Trotter stepped out at 9:34.

Mayor Pro Tem Hansen asked Staff to look into the Dogwood Health Trust.

Commissioner Dunn asked staff to put the Community Foundation of Western North Carolina and Dogwood Health Trust on the agenda. She said they have at least \$10K available.

Mayor O'Cain asked to have several applications filled out.

Mr. Hensley presented Council with a couple of designs for the playground that were described as outdoorsy and enchanting themes.

Chief Trotter rejoined the meeting at 9:38 am.

Mayor asked all to continue to pursue grants.

NEW BUSINESS

U-5783 SIDEWALK AGREEMENTS

Town Manager Carmichael said the NCDOT project on Highway 64 includes sidewalks as part of its "complete streets" initiative. The sidewalks have a cost share with local jurisdictions.

The Hwy 64 project stretches through three jurisdictions: the Town of Laurel Park, the City of Hendersonville, and Henderson County. Most of the area in Henderson County's jurisdiction is actually Town or City Extra Territorial Jurisdiction (ETJ). As the NCDOT has prepared cost share agreements, the question of who pays for the ETJ has come up.

NCDOT scales what it charges in cost share by the size of the jurisdiction. Laurel Park would be an 80/20 plan, Hendersonville would be a 70/30 plan, and the County would be a 50/50 plan.

County staff have requested that Laurel Park consider taking a lead role in a NCDOT agreement for all of the ETJ. This would make Laurel Park responsible for the cost and maintenance of the sidewalks in both ETJ's. We would also enter into an agreement with the City for repayment of its portion of ETJ. If the NCDOT would allow this, it would keep the local costs of the project at the 20% level.

Council reviewed and discussed the County proposal for the agreement in the ETJ. Mayor Pro Tem Hansen suggested getting a bond from the City and the County before starting and making sure the sidewalks were handicapped accessible.

Commissioner Dunn suggested utilizing the Dogwood Health Trust Fund to beautify Highway 64.

Mayor O’Cain said the Town will cover their ETJ as long as its all done not just Laurel Park and that the Town will be 100% reimbursed.

Commissioner Banta said the maintenance and liability of the sidewalks need to be discussed.

Mayor O’Cain asked Commissioner Banta to contact the Mayor of the City of Hendersonville and Town Manager Carmicheal contact Town Manager Connett of the City of Hendersonville and let them know the Town will pay the City’s 20% provided we will be reimbursed.

Mayor Pro Tem Hansen asked Staff to find out when DOT wants the money for the sidewalks.

2016-2026 COMPREHENSIVE PLAN DISCUSSION/ US HIGHWAY 64 CORRIDOR STUDY DISCUSSION

Mayor Pro Tem Hansen reviewed the Town’s Comprehensive Plan and the US Highway 64 Corridor Study to point out items that are needing updates.

Dave Swindell joined the meeting at 9:58 am.

Mayor Pro Tem Hansen recommended updating the Town’s Vision and presenting it to Ingles since they own 90% of the Town Center District. He suggested finding an architectural or planning firm to present the Town’s vision. He said the Town should go to Land of Sky and Chad Meadows to see what the Town can put together or reference.

ECUSTA CROSSING UPDATE

Mr. Dave Swindell gave updates on the Ecusta Crossing project. He said 28 Duplexes/56 units should be available soon, right now they are working on 16 buildings/32 units and already have 22 reservations with \$5k deposits. Mr. Swindell said he will be back in December to approve final plat and be able to record lots and close on units.

AGENDA REVIEW FOR THE COUNCIL REGULAR MEETING SCHEDULED FOR NOVEMBER 21, 2023

Mr. Carmichael said the Town Council will hold their regularly scheduled Town Council meeting on the third Tuesday of the month, November 21, 2023, 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. October Monthly Report
 - B. Minutes for the October 12, 2023 Work Session
 - C. Closed Session Minutes for October 12, 2023
 - D. Minutes for the October 17, 2023 Regular Meeting
- 6. Old Business**
 - A. Budget Amendment for Laurel Green Fencing
 - B. ABC Merger Discussion
- 7. New Business**
 - A. Ammunition Discussion
- 8. Town Manager's Report**
- 9. Department Head Reports**
 - A. Public Works
 - 1) Rhododendron Lake Nature Park Bridge
 - B. Fire Department
 - C. Police
 - D. Administration
 - 1) Primrose Property
- 10. Mayor and Commissioner Comments**
- 11. Adjournment**

Council asked Staff to add Community Foundation of Western NC and Dogwood Trust grant discussion to the agenda, as well as, the DOT ETJ Proposal.

Mayor Pro Tem Hansen asked Staff to add update on car leasing agreement and status of the sewer pipe at Laurel Green Park to the December agenda.

Town Manager Carmichael reached out to get quotes on electrical conduit. The quote was \$17k for Laurel Green Park. Mayor O'Cain said that is too much and to just leave it.

Commissioner Banta would like to discuss vine funding. Commissioner Dunn said that the Friends of Laurel Park meeting, John McGregor will be looking at grants and the Friends of Laurel Park will donate money.

Mayor O'Cain said he will contact the previous donors.

Commissioner Bridges thanked Mr. Carmichael for the wildfire warning on the website.

Commissioner Banta asked Police Chief Trotter about the status of the radars. Chief Trotter said she had ordered them but they have not received them yet.

Mayor O'Cain asked Staff for a quarterly update by Tuesday.

CLOSED SESSION

Commissioner Banta moved that the Council enter Closed Session at 10:34 a.m. pursuant to [N.C.G.S. 143-318.11(a) (6)] To consider the qualifications, competence, performance, condition of appointment of a public officer or employee. Mayor O'Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mayor Pro Tem Hansen moved to reconvene the Council Work Session Meeting at 11:12 a.m. Mayor O'Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

The following were present at Town Hall:

- Mayor J. Carey O'Cain
- Mayor Pro-Tempore A. Paul Hansen
- Commissioner Deb Bridges
- Commissioner George W. Banta
- Commissioner Dunn
- Town Manager Alex Carmichael

Town Clerk Amin joined the meeting at 11:14 am.

Commissioner Hansen asked what guarantees the Town has for the Ecusta Crossing to do buffers.

Mr. Carmichael said there is a performance guarantee bonded by the bank that Town Attorney Alexander is reviewing.

Commissioner Banta asked if the Town Attorney is needed to discuss the ABC merger. Town Manager Carmichael recommended she be present. Mayor O'Cain asked Staff to proceed with the draft agreement but not sign it.

Mayor Pro Tem Hansen asked about the Town Hall Demolition. Mr. Carmichael said Staff has not sent out an RFP, but it is ready to go out.

Mayor O'Cain asked Staff to call Mark Pace and get a quote.

Commissioner Dunn asked about the playground being roped off. Mr. Carmichael said the Town should wait until the pathway is completed. Commissioner Dunn asked Staff to prioritize this, so the park can open back up.

Mr. Carmichael said the Parks and Greenways Board would like to put a story about the park in the next newsletter. Mr. Carmichael is hoping to have a grand opening. Commissioner Dunn will contact the Chamber to do a ribbon cutting.

Mayor Pro Tem Hansen asked Public Works Staff to put Christmas lights up.

Mr. Carmichael said he was approached by Hunter Marks who overspent by \$12k. He wanted to figure out some payment that is not in the budget.

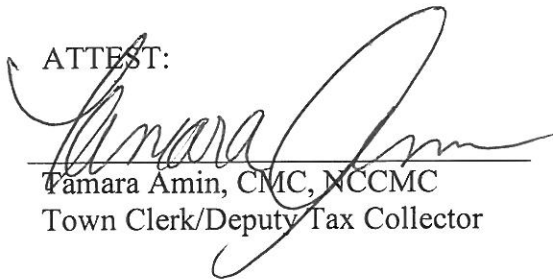
Mayor Pro Tem Hansen asked Staff to put it in with the Budget Amendment for the fencing.


Mayor Pro Tem Hansen asked Staff to find out about the minimal lighting that DOT will allow.

ADJOURNMENT

There being no further business, Mayor Pro Tem Hansen moved to adjourn at 11:31 a.m. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

ATTEST:


Pamara Amin, CMC, NCCMC
Town Clerk/Deputy Tax Collector


J. Carey O’Cain, Mayor


Date