



**Town Council
Regular Meeting Minutes
February 20, 2024 – 9:30 a.m.**

Mayor O’Cain called the Regular Council Meeting to order at 9:30 a.m. on February 20, 2024, in person at Town Hall, 441 White Pine Drive, Laurel Park, NC 28739 and electronically through Zoom platform.

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

- Mayor Carey O’Cain
- Mayor Pro Tempore A. Paul Hansen
- Commissioner George W. Banta
- Commissioner Kristin Dunn
- Commissioner Deb Bridges
- Town Manager Alex Carmichael
- Town Clerk Tamara Amin
- Finance Officer Kirk Medlin
- Police Chief Bobbie Trotter
- Public Works Director Brandon Johnson
- Crew Leader Matthew Pearce
- Ed Mattern- Friends of Laurel Park president

The following attended via ZOOM Platform:

- Chad Meadows- CodeWright

The following were absent:

- Interim Zoning Administrator/Code Enforcement Officer Kaitland Finkle
- Fire Chief Tim Garren

Mayor O’Cain opened the Regular Meeting and led the Pledge of Allegiance.

PUBLIC COMMENT

Mayor O’Cain asked if there was any public comment; there was one.

Ms. Susan Laborde of 150 Nimbus Lane, thanked Council for supporting the health and wellness of the community by having Yoga up at Jump Off Rock. She said not only does it promote a local small business but it is absolutely free.

Council asked if all the attendees were residents and Ms. Laborde said she only recognized a couple.

APPROVAL OF THE AGENDA

Commissioner Banta added Closed Session to the Agenda. Commissioner Bridges moved Yoga at Jump Off Rock before the Audit Presentation.

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.

APPROVAL OF THE CONSENT AGENDA

- a. January Monthly Report - The aforesaid report is attached to, and made part of, these minutes as Appendix 1.

Mayor Pro Tem Hansen asked about the collection rates for taxes.

Finance Officer Medlin said they are delayed a month and will reflect in the March report.

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

OLD BUSINESS

SIDEWALK AGREEMENT

Town Manager Carmichael said this project consists of modernizing US 64 to include bike lanes and paved shoulders from SR 1180 (Blythe Street) to SR 1173 (White Pine Drive)/SR 1186 (Daniel Drive).

The North Carolina Department of Transportation will construct 4916 square yards of new 4” concrete sidewalk along US 64 in the Laurel Park Town limits at an estimated cost of \$319,540. Of this, Laurel Park will be responsible for \$15,977 for the plastic dome plates. If the Town decided to have steel dome plates it would cost \$40k.

Mayor Pro Tem Hansen said that the City of Hendersonville is adamant about the steel and asked if the agreement is combined.

Town Manager Carmichael said the since it is in the Sphere of Influence the Town will pay for it and the City of Hendersonville will pay us back half of the cost. If the City of Hendersonville goes for the steel dome plates it would not be an additional cost to us.

Council reviewed and discussed the agreement.

Mayor Pro Tem Hansen moved to approve the sidewalk agreement for project number U-5783 with the NCDOT. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

TREE CITY/BEE CITY SIGNS

Town Clerk Amin said at the December meeting the Council discussed the placement of the Bee City signs and decided that they are too big. A motion passed to approve the placement of the Bee City signs that are amended to be the same size as the Tree City signs on Laurel Park street signposts. The Bee City signs are 24" x 24". When inspecting the Tree City Signs, they were measured at 24" x 30."

The motion that was passed at the December meeting would actually have the Town installing larger signs than what are currently available.

At the January Meeting, Mayor O'Cain said he would like to see the signs half the size maximum 12x18. Mayor O'Cain asked Staff to find out if there are any size requirements.

Staff have contacted Bee City USA, their response was that it was okay to print it smaller, as long as the proportions remain the same as their template signs.

Staff recommends a new motion that would allow the Bee City signs to be posted.

Council discussed the Bee City and Tree City sign sizes.

Mayor Pro Tem Hansen asked to make sure the Town also has a bird sanctuary sign.

Commissioner Dunn moved to approve the placement of the Bee City Signs to be no larger than 12X18 with the addition of a bird sanctuary sign. Mayor O'Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mayor O'Cain asked Mr. Johnson to make sure to reduce the Tree City signs.

HIGHWAY 64 RENDERINGS

Mr. Chad Meadows, CodeWright Planning consultant, presented a proposal for vision renderings in the Town Center District (TC). These renderings can be used in the Town's discussions with developers poised to make decisions affecting the Town. This would be a ten-week project. Mr. Meadows said that if this was a stand-alone project no public hearing would be needed, but if the Town wishes to add this to the Comprehensive Plan, then a public hearing would be required.

The proposal anticipates the following **six tasks**:

- Task 1. Project Initiation
- Task 2. Vision Workshop with Town Officials
- Task 3. Initial Renderings/Description
- Task 4. Revisions, Round 1
- Task 5. Revisions, Round 2
- Task 6. Delivery

This proposed budget assumes a total rendering price of \$7,600 for 2 aerial renderings and 1 eye-level rendering. The ultimate number and configuration of renderings is at the Town's discretion. This proposed budget splits the total rendering price (\$7,600) into thirds: 1/3 of the total for Task 3, 1/3 of the total for Task 4, and 1/3 of the total for Task 5. These numbers will change if the configuration or total number of renderings changes. Also note that there is additional budget in Tasks 3-5 for discussion of draft work products.

Mayor Pro Tem Hansen said that additional renderings may be needed.

Commissioner Bridges asked Mr. Meadows to send links to Mr. JJ Zanetta's work.

Mayor Pro Tem Hansen moved to approve the TC District Vision Renderings as presented. Mayor O'Cain asked for discussion. There was much discussion and concern from Commissioner Bridges.

Commissioners agreed not to just hand Ingles a document of the Town's vision but let them also be involved; to tell them this is the vision of Laurel Park, and we would like to partner with you in this endeavor.

Commissioner Dunn recommended looking at these renderings as a portion of redoing the Town's Comprehensive Plan, not just for Ingles.

Mayor Pro Tem Hansen re-motivated to approve the TC District Vision Renderings proposal. Mayor O'Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mr. Chad Meadows said he will send a new proposal with the revised scope schedule.

Mr. Chad Meadows departed the meeting at 10:26 a.m.

NEW BUSINESS

YOGA AT JUMP OFF ROCK

Mr. Ed Mattern said the Friends of Laurel Park are requesting approval of this year's yoga schedule, Mondays at 6:00 pm starting in April and ending in October.

Council reviewed and discussed the request.

Ms. Burlison joined the meeting at 10:29 a.m.

Mr. Mattern said he will discuss parking and speeding with the owner and the importance of the instructors informing the attendees about speeding and carpooling.

Council discussed asking the instructor to tabulate who is a local, who is a visitor, car count and bring it to Council on a monthly basis.

Commissioner Banta moved to approve Yoga Schedule at Jump Off Rock but with a registration survey. Mayor O’Cain asked for discussion; there was none. The vote was unanimous in favor of the motion.

Mr. Mattern departed the meeting at 10:40 a.m.

AUDIT PRESENTATION

Mayor O’Cain thanked Ms. Burleson and Mr. Medlin for all their hard work in putting together such an extensive and complex report.

As required by S.L. 159-34, Ms. Bronwyn Burleson, of Burleson and Earley P.A., presented the annual audit to Council. Ms. Burleson said she anticipates submitting this on Friday.

After the audit presentation, Ms. Burleson stressed the importance of segregation of duties.

Commissioner Banta said on page one of the report he is listed as Mayor Pro Tem, which he is not.

Ms. Burleson and Mr. Medlin departed the meeting at 11:29 a.m.

TOWN MANAGER’S REPORT

Town Manager Carmicheal reminded Council of the Budget Retreat tomorrow at 10 a.m.

Mayor O’Cain asked Staff to order extra sandwiches in case anyone from the public attended.

Mayor O’Cain asked Staff to find out the status of the Fleetwood hydrants.

Mayor Pro Tem Hansen asked Staff to get a status on the sewer pipe over the stream.

DEPARTMENT HEAD REPORTS

PUBLIC WORKS

Public Works Director Johnson said the department is wrapping up leaves this week and working on shoulders then brush collection and mulch.

Mayor Pro Tem Hansen said he walked Laurel Green Park, and the gravel fines are slippery. Mayor Pro Tem Hansen asked if there were plans to redo them. He also asked that Mr. Hensley have all hands-on deck to clean up Little Laurel Green Park.

FIRE

Fire Chief Tim Garren was not present.

POLICE

Chief Trotter thanked Mr. Johnson and Officer Murray for helping her put up the speed sign. Chief Trotter said the department has been so busy with the homicide that took place. The department has been receiving complaints about ordinance violations for big trucks. Chief Trotter said they are not violating the ordinance, but they are on the wrong side of the road. The department has also gotten complaints again about the dumpsters at Ingles that they are addressing.

Mayor Pro Tem Hansen asked about the status of the boat on Crystal Springs. Town Manager Carmichael said a letter was sent out with a 30-day time frame.

Mayor O’Cain asked Mr. Johnson to fix the historical marker at Echo Mountain that was hit.

Commissioner Bridges asked Mr. Johnson about the water fountain that is supposed to be installed at Laurel Green Park for the Friends of Laurel Park.

ADMINISTRATION

Town Clerk Amin reminded Council of the Newsletter submission that is due on February 28.

The renaming of Laurel Park letter and postcards went out February 12 with a reply by March 12. Staff sent one to Twon Hall and we received it February 15, so residents have plenty of time to respond.

MAYOR AND COMMISSIONER COMMENTS

Commissioner Bridges- Commissioner Bridges reminded Council of the March 28 Firewise presentation from 1 pm to 3 pm at the Church across from Town Hall.

All Staff were asked to be excused from the meeting.

CLOSED SESSION

Commissioner Banta moved that the Council enter Closed Session at 11:40 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.

Commissioner Banta moved to reconvene the Council Regular Meeting at 12:15 p.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:

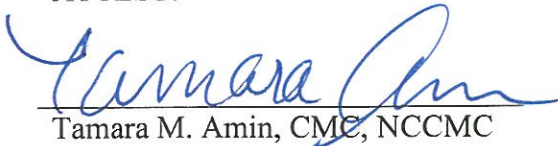
- Mayor J. Carey O’Cain
- Mayor Pro-Tempore A. Paul Hansen
- Commissioner Deb Bridges

- Commissioner George W. Banta


ADJOURNMENT

There being no further business, Commissioner Bridges moved to adjourn at 12:17 p.m. Mayor O’Cain asked for discussion; there was none. The motion carried unanimously, Commissioner Dunn left the meeting without being recused.

ATTEST:



Tamara M. Amin, CMC, NCCMC
Town Clerk/ Deputy Tax Collector



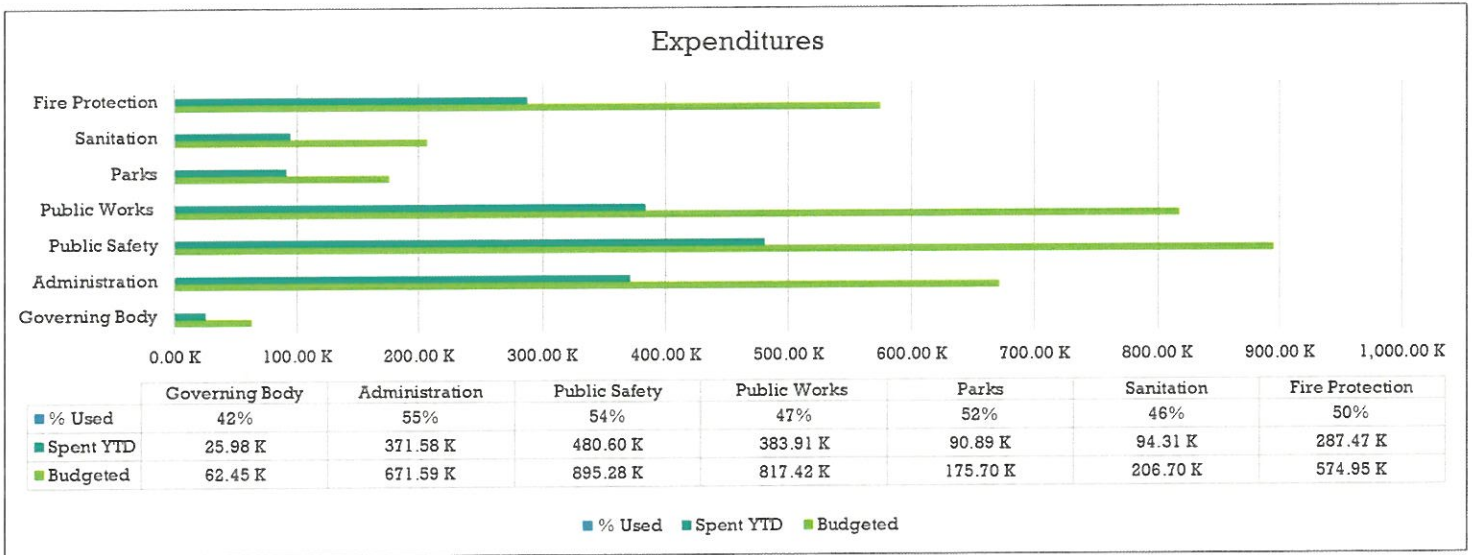
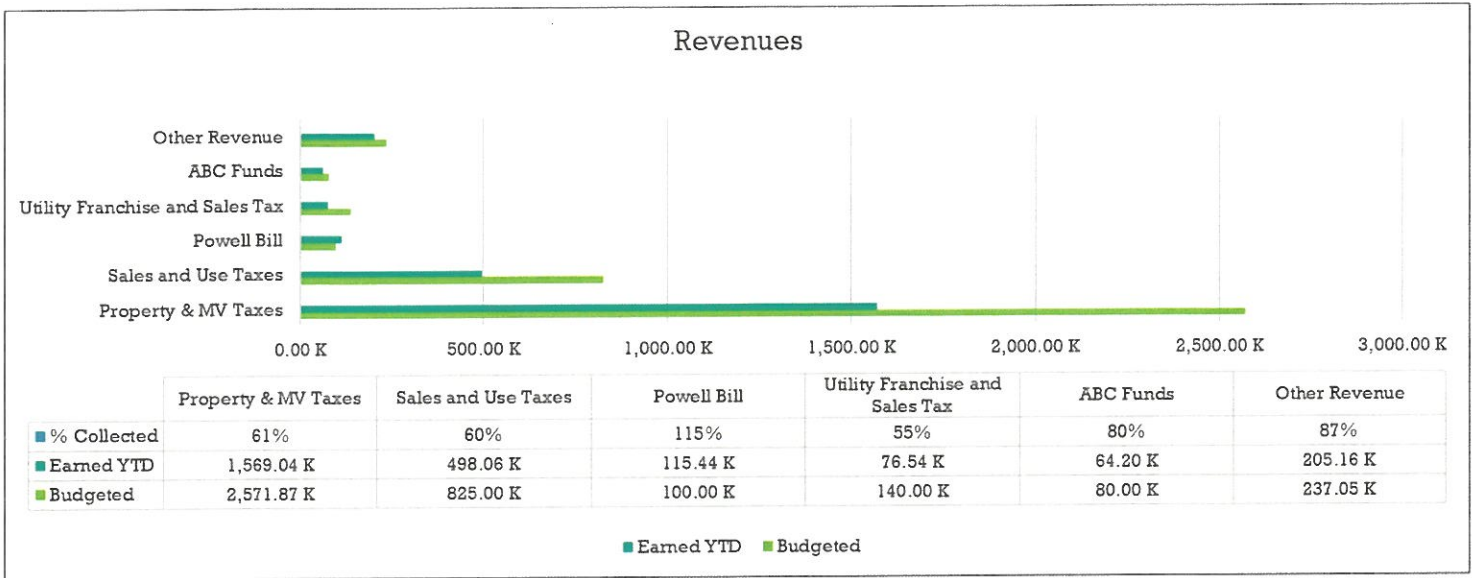
J. Carey O’Cain
Mayor

3/19/24

Date



Appendix-1 January Monthly Report



Tax Collector's Report (January 31, 2024)

For prior year taxes, a total of \$29,190.19 remains outstanding. The Town received \$382,111.38 from Henderson County for property taxes collected for August and a total of \$2,540,610.07 since the 2023 bills were mailed. The 2023 tax levy is \$2,571,273.67. The Town currently has a collection rate of 99.006%.



Planning & Zoning

Status of Single-Family Residential Dwellings (SFRD)

2021-19	212 Beechwood	Jennifer Yost	NC
2022-1	312 Daniel Dr.	Chris St. Onge	NC
2022-23	74 Indian Woods Trl.	Jon Skillman	NC
2022-31	10 Fawn Turn Ln	Sigfrid Della Valle	NC
2022-38	209 Ficker Cir.	Sarah Adams	NC
2022-44	945 Somersby Pkwy.	Matt Padula	UC
2023-4	200 Rowland Dr.	Loyd Alexander	LPZCP
2023-5	PIN# 9548467175/Clays Cv.	Josh Youngblood	LPZCP
2023-29	PIN# 9558252937 (9558262012)	Chris Brock	UC

Status Legend

LPZCP = Laurel Park Zoning Compliance Permit	HCBP = Henderson County Building Permit
UC = Under Construction	NC = Nearly Complete

Monthly Permits Other Than SFRD

Deck		0
Sign		0
Fence		0
Additions or Remodel	198 Birchwood Dr, 169 Echo Dr	2
Accessory Use or Structure	633 White Pine Dr	1
Total for January		3

TOWN OF LAUREL PARK

PUBLIC COMMENT SIGN-UP SHEET

MEETING DATE:

2/20/24

TC
Reg Mtg

NOTE: ALL INFORMATION PROVIDED ON THIS FORM IS A PUBLIC RECORD

WE APPRECIATE OUR CITIZENS AND GUESTS EXPRESSING THEIR VIEWS ON THE FUTURE OF LAUREL PARK.

WE OFFER THE FOLLOWING GUIDELINES FOR SPEAKING DURING PUBLIC COMMENT.

- COMMENTS WILL BE **LIMITED TO 3 MINUTES** IN AN EFFORT TO BE FAIR AND OFFER EVERYONE AN OPPORTUNITY TO SPEAK.
- ATTENDEES ARE REQUESTED TO DESIGNATE A SPOKESMAN FOR GROUPS SUPPORTING OR OPPOSING THE SAME POSITION. IF THE NUMBER OF PERSONS WISHING TO ATTEND THE COMMENT PERIOD EXCEEDS THE CAPACITY OF THE HALL, GROUPS ARE ASKED TO SELECT DELEGATES FROM GROUPS SUPPORTING OR OPPOSING THE SAME POSITION.
- PLEASE BE RESPECTFUL AND COURTEOUS IN YOUR REMARKS.
- PLEASE REFRAIN FROM PERSONAL ATTACKS AND FROM USING PROFANITY.
- **PLEASE STATE YOUR NAME AND ADDRESS PRIOR TO SPEAKING.**

PLEASE PRINT THE INFORMATION BELOW

NAME

ADDRESS

SUBJECT

1. _____
2. Sharon LaBorde 150 Nim bus dr (yoga - Mon nights)
web site -
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____