



**Parks and Greenways Board
Regular Meeting Minutes
June 11, 2024 – 9:30 a.m.**

Chair Gary Anderson called to order the Regular Parks and Greenways Board Meeting at 9:31 a.m. on June 11, 2024.

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

- Chair Gary Anderson
- Vice Chair Judy Lyons
- Secretary Terry Pierce
- Joseph Robustelli
- John McGregor
- Todd Plessel
- Commissioner George Banta - Council Representative
- Town Clerk Tamara Amin
- Parks Operation Coordinator Bryan Hensley
- Mary Roderick- Land of Sky Representative

The following were absent:

- Denise Layfield
- Zoning Administrator Cara Reeves

PUBLIC COMMENT

Chair Anderson asked if there were any public comments; there were none.

APPROVAL OF THE AGENDA

Town Clerk Amin asked to move item 7A before Old Business so Dr. Roderick can leave after her presentation. The amended agenda was unanimously approved on motion by Vice Chair Lyons and seconded by Mr. Robustelli. Chair Anderson asked for discussion; there was none. The vote was unanimous in favor of the motion.

APPROVAL OF MINUTES

The May 14, 2024 minutes were unanimously approved on motion by Secretary Pierce and seconded by Vice Chair Lyons. Chair Anderson asked for discussion; there was none. The vote was unanimous in favor of the motion.

BUDGET REPORT

Mr. Anderson said the Budget Report is on page 2. The board was confused with the incorrect numbers and why they still had \$11K in their budget. Town Clerk Amin said that was the report provided by Mr. Carmichael before his departure and that some line items were not being reflected correctly.

MS4 STORMWATER PRESENTATION

Dr. Roderick presented on the Stormwater Program for the Town.

Dr. Roderick gave an overview of the MS4 permit requirements for the Town.

National Pollutant Discharge Elimination System (NPDES), this is a Federal Clean Water Act Permitting Program for Wastewater Permits and Stormwater Permits (40 CFR 122).

Municipal Separate Storm Sewer System (MS4), this is a system of conveyances to collect and transport stormwater runoff. NPDES MS4 Permits are for discharges of stormwater to surface waters from a publicly owned/operated stormwater collection system.

Key Components:

- Fund the Stormwater Management Program
- Implement a Comprehensive Stormwater Management Plan (SWMP)
- Six Minimum Control Measures / Program Areas
- Document Program Implementation
- Report Annually
- Obtain a New Permit Every 5 Years

Laurel Park's audit was conducted in 2019. MS4's 5-Year Permit was renewed on 8/1/2023. Year 1 through 7/31/2024 that LOSRC supported the Town with implementation.

Dr Roderick gave an overview of the SWMP that was approved in February 2023. This describes the stormwater system, receiving waters, pollutants of concern, and target audiences. It designates responsible parties and identifies partnerships. It also details BMPs (best management practices) to implement 6 minimum measures over a 5-year period.

Six Minimum Measures

1. Public Education & Outreach
2. Public Involvement & Participation
3. Illicit Discharge Detection & Elimination (IDDE)
4. Construction Site Runoff Controls
5. Post-Construction Site Runoff Controls (PC)
6. Pollution Prevention & Good Housekeeping for Municipal Operations (PP/GH)

Laurel Park's Compliance Status is as follows:

To date:

- Formal agreement with LOSRC for compliance support
- Website has been launched
- Stormwater brochure and info magnets distributed at community events
- Parks & Greenway Committee presentation

Next Steps:

- Funding gap analysis as a part of budgeting
- Development review & approval tracking (Henderson County)
- Tracking mechanism for Stormwater Hotline calls
- IDDE Plan & MS4 App integration for reporting
- Written SOP for MS4 inspections & maintenance
- Spill kits for municipal vehicles

Chair Anderson thanked Dr. Roderick and had questions about the pumphouse across from his residence. Dr. Roderick said she was unsure. Commissioner Banta said the Town did not want to do paving until the pumphouse was finished and the culverts were installed.

Vice Chair Lyons asked if there was anything addressing private property. Dr. Roderick said she will need to look at the maps.

Ms. Pierce asked about erosion responsibilities.

Dr. Roderick said sites under construction that have erosion and sediment, the Town has not contracted that with Land of Sky, but grants can be applied for to get funding.

Mr. Plessel asked about the watershed planning problem, another item needing to be addressed at Rhododendron Lake Nature Park. Dr. Roderick suggested the board make the recommendation to Council. After Council approves a watershed plan with Land of Sky, funding and application would be in September and the work can start in January.

Dr. Mary Roderick departed the meeting at 10:14 a.m.

OLD BUSINESS

ADOPT a GARDEN

Chair Anderson said he did some follow up with the areas currently assigned. He suggests removing the Town Sign off the list.

Mr. McGregor said the bench located on Roland and Sunny Ridge Road will be taken care of by Mr. McGregor and Ms. McGregor.

Canal Park needs to still be taken care of by the Parks and Greenways board because it is still under development.

Chair Anderson said he will type a list with the current people and vacancies to include in the welcome packet on how to get involved around Town.

Secretary Pierce suggested putting a summary about the adopt a green that Town Clerk Amin came up with in the Newsletter with Chair Anderson's contact information. Chair Anderson will update and send to Town Clerk Amin.

NEW BUSINESS

2024-2025 GOALS LIST

The Board discussed their goals for the year and what needed updating. Chair Anderson will update and send to Town Clerk Amin.

PARK TECHNICIAN'S REPORT

Mr. Hensley said he is working on putting in the new fountain at Jump Off Rock today. At the end of the month, he will head to Canal Park and do clean ups and get ready for new plantings.

INVASIVES SPECIES COMMITTEE REPORT

Mr. McGregor said Chair Robert Fain of the Invasives Committee is looking into getting a coordinated approach from County and surrounding Mayors on invasive species control.

Mr. Todd Gizzi has been busy removing plants.

Town Clerk Amin asked if the Invasives Committee would be willing to help Mr. Johnson on the Job description for Mr. Gizzi's position.

CENTENNIAL COMMITTEE REPORT

Chair Anderson said the Committee is starting to look for sponsorships. There will be a kick off Gala at the Hendersonville Country Club on March 1. There will be a Town Picnic on July 5 at Laurel Green as well as other little celebrations and activities like a scavenger hunt, a Centennial Bear, History Tours and Concert Series.

BOARD AND COMMISSIONER COMMENTS


None

ADJOURNMENT

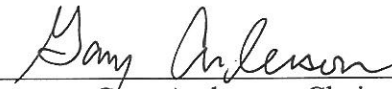
Chair Anderson said the June Site Meeting will be on June 27, 2024. The Board will meet at Rhododendron Lake Nature Park to look at the wetlands area.

There being no further business, Chair Anderson adjourned the meeting at 11:14 a.m. on motion by Mr. Robustelli and seconded by Mr. McGregor. Chair Anderson asked for discussion; there was none. The vote was unanimous in favor of the motion.

ATTEST:



Tamara Amin, CMC, NCCMC
Town Clerk



Gary Anderson, Chair

9/10/24

Date