

# City of Saluda

## Regular Schedule Board of Commissioners Meeting and Public Hearings Minutes

Board of Commissioners



Date 5/9/2022  
Time 07:00 PM  
Location Microsoft Teams Meeting; Saluda Library Chambers Room

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### 1 - Call to Order

Mayor Morgan called the meeting to order at 7:00pm. On May 9th, 2022

Mayor Morgan gave a notification that the meeting was being video broadcasted to the public via Zoom and being recorded.

### 2 - Invocation

A moment of silence was observed.

### 3 - Pledge of Allegiance

I Pledge Allegiance to the flag  
of the United States of America  
and to the Republic for which it stands,  
one Nation under God, indivisible,  
with liberty and justice for all.

A pledge of allegiance was recited.

### 4 - Roll Call

Attendance was taken, and those present were **Mayor Morgan, Commissioner Walker, Commissioner Marion, Commissioner Talbot, Commissioner Oxtoby, City Manager Steve Orr, Assistant City Manager & Finance Officer Julie Osteen, City Attorney Jana Berg, Police Chief Clay Price, City Clerk Pam Waters**

### 5 - Agenda Additions and Deletions

Additions

1. N/A

Deletions

1. N/A

Modifications

1. N/A

Nothing to add or delete

## 6 - Approval or Correction of Minutes

**Commissioner Walker made a motion to approve the minutes as written. Commissioner Oxtoby seconded, and all were in favor.**

## 7 - Consent Agenda

**Nothing**

## 8 - Public Comment

There were no public comments.

## 9 - Public Hearing for a Text Amendment to the Subdivision Ordinance

City Manager Steven Orr stated that this was a mandated North Carolina General Statute that came in 2019 but due to covid it was extended to 2022 that you have to be in compliance one of those was the subdivision ordinance we made some changes to the Subdivision Ordinance to be in compliant. It has to do with bonds and completion of projects. They were having problems with the downfall of 2009 where projects weren't being completed and city's were having to take care of them. The section that they go through is 4.07 Improvements Installation or Performance Guarantees. It's just bonds or performance guarantees that developers have to provide before you can approve a plat for a subdivision in the state of North Carolina. So that counties or municipalities aren't left on the hook to complete something.

No Public Hearing Comments  
Hearing Closed

## 10 - Public Hearing to Amend City of Saluda Schedule of Fees

- Amendment to the Coon Dog Day Fee schedule.

City Manager Steven Orr stated that the Coon Dog day committee has been working on the applications and on the fees one of the things done differently are the fees that would be charged to the vendors so look at booth type, Food Vendor will change from \$250.00 to \$300.00 (McCreery Park Space) limit to 6 limiting to one primary food vendor and then to 5 others, Vendor Space ( Business outside the of the 28773 zip code) \$100.00 , Vendor space (business within the 28773 zip code) \$50.00 Vendor space (Verified Non-Profit with in the 28773 zip code) \$0 (Must provide Tax ID number for verification if applicable) to promote local economy and business. So that non-profit and people in our area can participate

No Public Hearing Comments  
Hearing closed

## 11 - Outside Resources and Funds

- U.S. Rep. Madison Cawthorn Office- Grant Application-Catherine Treadwell, Esq.
- NC Department of Commerce Rural Transformation Grant- Community Enhancements for Economic Growth.
- NC DEQ Fast Charging EV Station Grant

City Manager Steve Orr stated we were approached by some people on lake summit about questions and concerns over the water bills, so we had a meeting with representative Cawthorn's office we went over a bunch of things. They suggested a bunch of federal things we looked at it and tried to do some things, but there is no way for the federal government to wipe away the USDA rural development loan that we have. We will try something else and see how that goes.

We turned in a grant looking for funding from NC Department of Commerce Rural Transformation Grant- Community Enhancements for Economic Growth. It revolves around McCreery Park with doing things there and maybe working with private entity that could possibly provide sustainable income for the park for the future.

We also have another NC DEQ Fast Charging EV Station Grant that is due on May 16th that is dealing with fast charge one was installed at the triangle stop. This is one that you must pay to use. Pay with a card meter. Commissioner Marion Will this replace the slow charging one now. City Manager Orr no this will be put closer to the interstate we will get more points if it is closer to the interstate or maybe near the school because eventually, they will be working with electric buses. You must pay to use this one.

## **12 - Budget and Financial Report**

### **Assistant City Manager & Finance Officer Julie Osteen went over the Budget Highlights**

Budget presentation summary for May 9, 2022

General Fund:

The City has collected 100% of what we could budget for Property Taxes. Total collections including RMV is \$914,688. Total Property Tax Levy excluding motor vehicles is \$915,068 so we have about \$30k still outstanding.

Sales tax for July – January is \$156,352. Paid three months in arrears.

\$114,117 of Garbage Collection received for 10 months of 2021-2022.

Sold Police Explorer for \$7,500.

\$13,147 has been received in donations. Of this amount \$12,079 is toward Pace Park Bathrooms; \$600 toward the relocation of the City of Saluda signage to Ozone Drive. \$330 donated for Trees on Main Street sidewalk and \$138 toward McCreery Park.

Total revenues received to date \$1,316,110 which represents 100% of budgeted revenues

Administration:

Total expenditures were \$321,323 which represents 71% of the budget (still under budget). However, I will be presenting budget amendments for Zoning Enforcement and Advertising expenses and City Hall Maintenance to cover the additional costs incurred this month.

The Zoning Enforcement/clean-up on Louisiana Avenue totals \$7,285.00

Mold Remediation for Mold discovered in the Police Department and City Hall totaled \$7,000 which was not covered by the City's insurance since the mold was not storm damage related.

Additional advertising costs were incurred this year related to the Hearings related to the Noise Ordinance requiring the adjustment to the budgeted expense.

Police:

\$20,413 of maintenance expenditures were repairs to the 2010 Dodge Charger (tires, alternator, and coolant check) and 2014 Ford Explorer (Steering wheel repairs) and radio repairs plus monthly cleaning services plus \$5,800 to have the decals on the Police cars updated which is offset by the sale of the 2014 Explorer.

Total expenditures were \$279,865 which represents 73% of the budget (still under budget).

Fire:

10 payments have been made to the Saluda Fire Department.

Transportation:  
Maintenance expenditures of \$79,340.  
Wayfinding signs: \$2,300  
Culvert Repairs: \$2,465  
Pothole Patches: \$3,050  
Sidewalk: \$55,000  
Mowing: \$13,500  
Pruning/Tree Removal \$1,600  
Other: \$1,425

EV Charging station expenses of \$12,200 to install charging station and wiring of station.

Total expenditures were \$102,042 which represents 55% of the budget.

Sanitation:

10 payments have been made to the GFL for garbage collection.

Cultural & recreation:

\$8,109 was spent at McCreery Park for new mulching at Park, pruning trees and new service cleaning at Bathrooms, new corner blocks for Handicap Barrier of \$1,000 with labor and \$1,500 in LED lights for the Pavilion. \$1150 for painting in Bathrooms plus replacement swings for the park and a separate line for monthly cleaning services.

Library maintenance total \$9,950 includes the \$4,200 annual elevator inspection and cleaning.  
Pace Park Bathrooms total \$19,509 for completion of the building and plumbing, handicap ramp, etc.

Total expenditures were \$51,117 which represents 54% of the budget.

Debt Service:

10 payments have been made to the First Citizens for City Hall mortgage.

Anticipated surplus due to the pre-payment of Polk County Property Taxes as of April 30 is \$298,064 after transferring funds to the Capital Reserve Fund for the Police Vehicle installment.

Water Fund:

As required by USDA, I have begun trying to separate these as we go. There are some items that will be allocated 50/50 annually – penalties, user fees, etc.

Total water revenues of \$822,704 which includes \$111,066 in American Rescue Plan Funds.

One area to continue to note of concern: Water Purchases are at \$163,750 which is 96% of our amended budget for water.

\$51,775 has been paid on the AIA grant. We have received reimbursement from NCDEQ on these costs of \$35,375. Anticipated surplus for water is \$171,900 but if we exclude the ARP funds – anticipated surplus is \$60,834.

Sewer Funds:

Total sewer revenues of \$237,158 which does not include any allocated revenues for penalties or user fees to date.

\$55,983 has been paid on the AIA grant. We have received reimbursement from NCDEQ on these costs of \$42,450. Anticipated surplus for sewer is \$7,593.

TDA:

Collections thru April \$26,875. Net surplus \$11,586.

Budget Amendments:

Presented 3 Amendments

1st is to increase the zoning enforcement to cover the Louisiana Ave property cost that we incurred to clean that up. Asking to increase that line by \$7000.00.

2nd is to increase the budget for the mold remediation discovered in City Hall not covered by insurance. Asking to increase that line by \$7000.00.

3rd to increase Advertising budget for additional public hearing notices. Asking to increase that line by \$500.00

**Commissioner Oxtoby made a motion to accept all budget amendments as presented. Commissioner Talbot seconded, and all were in favor.**

Assistant City Manager & Finance Officer Julie Osteen requested to Schedule a Budget Workshop for May 23rd, 2022 at 5:30PM. all agreed with this date and time.

### **13 - Public Safety Report**

*Participated:* Clay Price

Monthly Report

Police Chief Clayton Price presented the April Police Department Report.

# **CITY OF SALUDA POLICE DEPARTMENT NORTH CAROLINA**

## **Clayton R. Price, Chief**

Patrol Car Monthly Milage:

Clay:1357 John: 578 Amy: 1776 Spare Car: 0

Total Milage: 3,711

Total Monthly Events: 531

Citations Monthly Report:

State Citations: 5 City Citations:2 Warning Tickets: 7 Written: 0 Verbal: 7

Total Citations: 7

Possible Reason for Traffic Stop:

Expired Registration: 1 No Operators License: Possession of Narcotic:  
Sale of Narcotics: Careless and Reckless Driving:  
Speeding: Faulty Equipment:  
Driving While Impaired:

Drug Paraphernalia: Registration Violation: Resist Public Officer: Failure to maintain lane:  
Possession of Alcoholic Beverage:  
Driving While License Revoked: 4

Concealed Weapon: Inspection Violation: Stop Sign Violation:

Open Container: No Insurance:  
Failure to Reduce Speed:

Driving after Consuming: Seat Belt Violation: Impaired Instruction:

Arrest:

Warrants Served: 0

Patrol Checks:

Business Checks:  
257

Order for Arrest Served: 1

House Checks: 13 Total Monthly Checks: 351

Written Reports/ Calls Answered:

Possible Reasons for Written Reports/ Patrol Response calls:

Vehicle Accident:

Larceny: 2

Breaking and Entering:

Welfare Check:

Alarm Calls: 2

Open Door Calls:

Suspicious Person/ Vehicle Calls: 9

Vandalism:

Assault:

2

Communicating Threats:

Fraud:

Hit and Run:

Identity Theft:

Calls Thru Police Department Phone: 24

Walk In Calls at the Saluda Police Department: 3

Total Monthly Written Reports: 3

Patrol Calls: 58

Patrol will assist other Agencies and Departments with calls if requested or available to do so.

Saluda Police Department will assist with School walk through as available or requested by Polk Sheriff's Office for assistance.

Officers will be doing foot patrols to make contact with business owners or the public that might have an issue that we can be informed about or assist with.

The radar sign is up and functioning and the department will be moving this sign to various locations to assist with issues of speeding vehicles: example School Zone and Main Street area.

Evidence Update:

All Evidence has been logged and the items needing to go to the SBI lab for testing have been taken.

Monthly DCI Validation Report:

Completed monthly to have the files that were generated for stolen items by Saluda police Department updated so this can reflect current stolen items or Missing Persons.

NIBERS: This report is done monthly and reported through the state to report certain crimes so these can be added into the state database for assessment in month to month or year to year studies.

2021 Saluda Police Department had 100% reporting

2022 Saluda Police Department has 100%reporting thus far.

Officers Training:

Officers are signing up for classes when found available to further their knowledge in the Law Enforcement Career.

Yearly Inservice Training is available online through the North Carolina Justice Academy and has been Completed along with all other classes mandated by the state of North Carolina. Classes not online have been scheduled and completed as well for the year of 2022. Also, Officers have taken CPR class training provided through the Polk County EMS. Firearms Training and Qualifications have been completed Thanks to Firearms instructor Kenny Kempster

Special Events and Festivals:

Arts Festival: May 21,2022 Railroad Day: TBD

Coon Dog Day: July 9,2022

Hincapie Race: Oct. 2022 Halloween Stroll: Oct. 2022

Hometown Christmas: Dec. 2022

Saluda Police Department Monthly News:

Some of the paperwork has been changed to further use the software that we already had to give a little more detail on the call logs of the officers. The inventories have been completed so the officers hold more of the accountability of the equipment they have been issued by the department. The officers also have other calls such as the city cemetery and Autumn Care Nursing home along with several city properties that are taken into account on their call logs for the month also.

## **Activity Log Event Summary (Totals)**



**Saluda Police Department  
(04/01/2022 - 04/30/2022)**

<No Event Type Specified> 10-82 Stranded Motorist 2

911 HANGUP	2	Administrative duties	2
Assault	2	Assist County Henderson	
Assist County Polk	5	Autumn Care Check	30
Business Check	257	Call by Phone	24
Cemetery Check	31	Church Security Check	81
City Property Check- Laurel Dr	3	City Property Check-LAUREL DRIVE	3
City Property McCreary Park/ Bathrooms	6	Community Contact	6
Community Relations	2	Follow Up Investigation	2
Foot Patrol	3	Incident Report	
Larceny	2	Meeting	2
Office Duties	4	Other	2
Parking Citation	2	Public Assist	4
Residence Check	13	School Check	10
Suspicious Vehicle	4	Suspicious Persons	5
Training/ School	2	Trespassing	
Vehicle Maintenance		Vehicle Stop-Citation/Arrest	5
Vehicle Stop-Verbal Warning	7	Walk in at PD	3

Total Number of Events: **531**

Mayor Morgan wants to thank Chief Price on the way the department is running that she had some people come in and business compliment the department on getting out walking and checking the business one came in that couldn't speak real good English and wanted to thank Officer Revis for her for being so considerate.

Commissioner Marion Have you seen an uptick in Alarm calls?  
Chief Price yes there is an uptick here in the city but not a bunch.

Commissioner Marion stated that with the 2G and 3G going away and having to upgrade that when do it send a signal out that you can't stop.

Chief Price the last couple I went to have been the homeowners or cleaners have been there.

#### **14 - Zoning and Planning Department Report**

- Planning Board reviewing Event Venue and Music Venue definitions and permitted use in certain Zoning Districts

City Manager Steve Orr so the zoning and planning department the planning board will be meeting Thursday they will be providing for the June meeting a recommendation for the Event Venue and Music Venue definitions and where those will be suggested permitted districts and certain zone districts. Should be straight forward.

#### **15 - Administration Department Report**

- Pace Park Bathrooms
- Interconnect System -Saluda-Tryon-Columbus.
- Parking Proposals to pursue

City Manager Steve Orr stated Pace Park bathrooms moving alone we started putting the walls and ceiling up hopefully by the end of the week we will have the exterior and interior will be completely painted we won't have the tile down on the floors, but it will be functionable for the arts festival. We don't have the CO yet. I think we will have the final Co in a couple weeks.

The Interconnect system we gave that presentation to you in March by Withers - Ravenal we then went to Tryon in April and made a presentation to their council we will be going to Columbus on the 19th to present to them we will have a Resolution later in the agenda that has been embedded by City Attorney Jana Berg and Tryon's City Attorney. That you will be asked to vote on then it will go to Tryon then to Columbus it is asking to absolve the debt that is tied to the interconnect system for all three municipalities so that it will be done and over with. I will be going to meet with Jake Johnson either May 31st or June 1st in Raleigh. We will be working on that local Bill going over all that his goal is to put an end to the short session, and we would have some resolution hopefully by September if we can get out of that debt if the state absolves it.

I would like to bring back what we talked about last year some ideals on parking.  
1st one is on Cullipher Street for making it one way and making seven parking spots.

Commissioner Talbot I don't like that the hill is so steep

Commissioner Marion you can it so that the parking spots angle into the curb so that if a car breaks loose that it will go into the curb and not roll down the hill.

Commissioner Oxtoby concerned about the school traffic backing up with it being one way.

City Manager Orr I will have them look into angling them into the curb and see if there is room to do that.

2nd on is the triangle across from the school that could be up to 13 parking spots.  
Was think about putting the EV fast charging station over where spot 11,12 and 13 would be. This would be a good spot for when the school buses got to electric and it being closer to the interstate gives more points. Wasn't going to pave going to do a gravel area so that drainage wouldn't be an issue. This property according to Superintendent Aaron Greene has already said that the school system already wants to donate it to the City.

City Attorney Jana Berg, they offered it to the county 1st which is what they must do. The city said no because they knew the city wanted it. But I'm not aware that I'm supposed to do anything with it should be the school systems Attorney to do it.

City Manager Orr Will check with Superintendent Aaron Greene and see where this is at in the process of being completed.

#### **16 - Resolution for Text Amendments to the City of Saluda Subdivision Ordinance**

- Text Amendments as prescribed by the State of NC Statutes in NCGS 160D Land Use Regulations.
- Planning Board Review and Recommendation.

City Manager Steve Orr read the Resolution

**Commissioner Oxtoby made a motion to adopt the Resolution for text amendments to the City of Saluda Subdivision Ordinance as presented. Commissioner Walker seconded, and all were in favor.**

#### **17 - Resolution for Amending the City of Saluda Schedule of Fees - Coon Dog Day Fees**

- Coon Dog Day Committee recommendation

City Manager Steve Orr read the Resolution

**Commissioner Oxtoby made a motion to adopt the Resolution for amending the City of Saluda schedule of fees- Coon Dog Day Fees as presented. Commissioner Walker seconded, and all were in favor.**

#### **18 - SDF Report**

Lynn Casey stated that the next quarterly meeting will be June 6th at 630pm at the visitor's center. Everyone is invited to attend. The Arts festival May 21st is going real well City Manager Orr has helped so much with this trying to get everything ready for it. With the bank closing we are trying to get a temporary ATM put into the visitor's center and looks like that will be successful. We are trying to make sure we have WIFI for that day the vendors do want to accept debit cards. Steve is trying to get something done to help with that hopefully River Street will help with this. The ribbon cuttings that Steve suggested to the SBA. These events have gotten some good coverage from social media and television and newspapers.

Mayor Morgan thanked Lynn for all her hard work.

#### **19 - Resolution to Request from the State of North Carolina the forgiveness of the SRF Loan for the Interconnect System with Saluda, Tryon, and Columbus.**

- Addressed to the State Legislature and the State Elected officials whose districts represent the municipalities of Saluda, Tryon, and Columbus.
- All municipalities will have been presented the Withers-Ravenal Report

City Manager Steve Orr read the Resolution

Assistant City Manager & Finance Officer Julie Osteen asked Attorney Berg if we needed to change the amount since Tryon made a payment 1st of May.

Attorney Berg we can reword it if needed. City manager Orr to check with Jake Johnson when he meets with him and see how it needs to be.

**Commissioner Marion made a motion to adopt the Resolution to request from the state of North Carolina the forgiveness of the SRF loan for the Interconnect System with Saluda, Tryon and Columbus as presented with the exception of the amount that may need changed. Commissioner Walker seconded, and all were in favor.**

**20 - Adjourn**

With no further business to discuss, **Commissioner Oxtoby made a motion to adjourn the meeting. Commissioner Talbot seconded, and all were in favor.**

*The meeting adjourned at 8:03pm May 9th, 2022*

**Respectfully submitted by Pamela S Waters, City Clerk. Adopted this 13th day of June, 2022.**

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**Tangie Morgan, Mayor**

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**Pamela s. waters, City Clerk**