

# City of Saluda

## Board of Commissioners Meeting Minutes

Board of Commissioners



Date 8/12/2024  
Time 07:00 PM  
Location Saluda Library Chambers Room

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### 1 - Call to Order

Mayor Morgan called the meeting to order on August 12th, 2024 at 7:00 pm.

### 2 - Invocation

A moment of silence was observed.

### 3 - Pledge of Allegiance

The pledge of allegiance was recited.

### 4 - Roll Call

Attendance was taken, and those present were Mayor Tangie Morgan, Commissioner Walker, Commissioner Marion, Commissioner Oxtoby, Commissioner Talbot, City Manager Steven Orr, City Attorney Jana Berg, Chief Price, City Clerk Pam Waters, Assistant City Manager & Finance Officer Julie Osteen was on zoom.

### 5 - Agenda Additions and Deletions

None

### 6 - Approval of Agenda

Commissioner Walker made a motion to approve the Agenda as Presented Commissioner Oxtoby seconded all were in favor.

### 7 - Approval or Correction of Minutes

Commissioner Marion made a motion to approve the Minutes for the July 8<sup>th</sup> Board of Commissioners Meeting as written Commissioner Walker seconded all were in favor.

**Commissioner Marion made a motion to approve the Minutes for the July 15<sup>th</sup> Board of Commissioners Strategic Planning Meeting as written Commissioner Walker seconded all were in favor.**

## **8 - Consent Agenda**

None

## **9 - Public Comment**

None

## **10 - Budget and Financial Report**

*Participated: julieosteen CPA@yahoo.com*

Assistant City Manager & Finance Officer Julie Osteen this report is for the month of July 2024. No major Revenues for July our first imbursements came last week of 476,000.00. You will see garbage collection fees for July as well as the festival income from coon dog day for 12,425.00. In the General Fund nothing unusual there except for every department this month we do have the payment of the Health Insurance and the works comp as well as the property and liability insurance that is for the entire year. You will see a large expense in each department for that. Water fund nothing unusual there one month of collection for water and sewer. The water purchases I will bring to your attention 23,159.00 we did have a leak during the month of July which has been corrected but it is also our largest month of water usage because it's the largest summer month we have. Sewer fund no major expenditures just one month of collection. Travel and Tourism revenue of 3,504.00 expenditures of 1,832.00. Update for the capital project Fund for McCreery Park Phase 1 expenditures are at 316,830.00 we have received all the money from the Department of commerce of 170,000.00 we will be finalizing that in the August report.

I have 4 budget amendments listed below

To increase budget for coon dog day 2024 for actual expenses offset by donation and transfer from TDA 18,000.00 12,425.00 City Festival income 5,575.00 Transfer from TDA

Amendment To increase the budget for Historic Committee expenses approved for the Depot 500.00

To increase the budget for Additional E-911 readdressing costs 7,000.00 FROM CONTINGENCY

To increase budget for Phase 1 change orders 33,000.00 Donations 15,000.00 and 18,000.00

**Commissioner Oxtoby made a motion to approve all four budget amendments listed above a presented. Commissioner Walker seconded all were in favor.**

**Commissioner Oxtoby made a motion to approve the contract for Pinnacle Grading Quote for phase 2 Commissioner Walker seconded all were in favor.**

To increase the budget for Phase 2 bids and additional anticipated cost 70,000.00 Contingency Appropriation 15,000.00 McCreery Park Donations 10,000.00 Transfer from General Fund 45,000.00

**Commissioner Oxtoby made a motion to approve the budget amendments listed above a presented. Commissioner Walker seconded all were in favor.**

## 11 - Public Safety Report

Participated: Clay Price

Chief Price went over the June report

Total Miles 6081 Total Events 1749

State citations: 34 City Citations: 2, Warning Tickets: 14, Written Warning 2, Verbal: 12, Expired Registration 16, No Operators License 1, Drug paraphernalia 2, Possession of Narcotic/ Alcoholic Beverage 2, Registration Violation 10, Careless and Reckless Driving: 1, Speeding 9, Faulty Equipment 0, Failure to maintain lane 1, Driving While Impaired 0, Driving while license revoked 8, Inspection Violation 13, Concealed Weapon 0, Stop sign violation 0, No Insurance 5, Open Container 0, Arrest, Warrants Served 3, Order for arrest served 3, Business Checks: 831, Church Checks: 90, House Checks: 73, Total Monthly Checks: 994, Written Reports/ Calls answered, Vehicle Accident 0, Larceny: 2, Breaking and Entering 1, Welfare Check 2, Alarm calls 5, Open Door, Suspicious Person/Vehicle calls 16, Assault 0, Vandalism 1, Fraud 0, Communicating Threats 0, Hit & Run 0, Calls Thru Police Department Phone: 113, Information only 2, Walk In Calls at the Saluda Police Department: 13, Total Monthly Written Reports: 9, Total Patrol Calls 164

## 12 - Outside Resources and Funds

City Manager Orr sometimes we get information through the NC league of municipalities of programs that they think are of benefit to communities. We received some information that may be of interest to us. He went over some information on the Fitness Court/Studio a National Fitness Campaign and where it may go in McCreery Park. Some of the friends of McCreery Park will be joining me Wednesday with this individual to find out more. I don't need a motion we will have more conversation on this.

## 13 - Zoning and Planning Department Report

City Manager Orr went over the next Planning Board Meeting is August 15<sup>th</sup> 2024 at 5:30 at the Saluda Library. Went over the Storm Water Planning Grant and Management Plan the Vision, Mission and priorities. GIS Mapping Agreement with Foothills Regional Commission.

Commissioner Marion section 2. Compensation needs to be changed to say 8 hours a month.

Commissioner Marion, will they provide training or additional training to our staff?

City Manager Orr there really won't be much training most of it's what I know or what little bit they have to provide we will provide to whoever.

Commissioner Marion the 4,900.00 a one-time fee paid over a year what will it cost to have our Data hosted there?

City Manager Orr No, there is no charge for them to host the data.

**Commissioner Oxtoby made a motion to approve the Agreement between Foothills Regional Commission and the City Of Saluda for the provision of Mapping Service Assistance. Commissioner Marion seconded with the change of wording in section 2. Compensation to say 8 hours a month. All were in favor.**

## 14 - Administration Department Report

City Manager Orr went over

- Scattering Garden (Ash Garden)-Cemetery Ordinance
- Street Trimming, Edging, R-O-W clearing September-October 2024
- NC Dept Environmental Quality-Distressed Utility Letter-City does not qualify, based upon steps currently underway and has taken.
- McCreery Park Phase 2

City Attorney Jana Berg went over the changes to cemetery ordinance and the changes with regards to cremations and what I'm calling a Ash Garden not Scattering Garden. With scattering there will be more discussion on this.

City manager Orr the street and sidewalk trimming to be in September and October. We will be cutting limbs 14'.8" hanging over road and sidewalks.

NC Dept Environmental Quality-Distressed Utility Letter-City does not qualify, based upon steps currently underway and has taken.

### **15 - Declare Surplus Real Property**

*Participated:* janalberg@gmail.com

City Attorney Berg read the Resolution to Declare Surplus Real Property

WHEREAS, G.S. 160A, Article 12 allows the City of Saluda to dispose of real property upon adoption of a resolution authorizing the approval officer to dispose of property; and WHEREAS, the property depicted as the gravel and soil road bed on the "Vermont Well and Reservoir Site" and referenced at Note 3 on the "Revised Survey of the Vermont Well and Reservoir Site at Lake Summit", by Chris R. Smith, R.L.S., dated April 24, 1991, revised April 28, 1991, and being a portion of the property described at Deed Book 678, Page 61, and Plat Cabinet A, Slide 298-A, Henderson County Registry and 1.116 acres, more or less, and being shown as the "Vermont Well and Reservoir Site", on the "Revised Survey of the Vermont Well and Reservoir Site at Lake Summit", by Chris R. Smith, R.L.S., dated April 24, 1991, revised April 28, 1991, and being a portion of the property described at Deed Book 678, Page 61, and Plat Cabinet A, Slide 298-A, Henderson County Registry is not needed for any governmental use by the City of Saluda.

WHEREAS, it is the intent of the City to dispose of the property; and

WHEREAS, be it resolved, by the City of Saluda Board of Commissioners that the City Manager and City Attorney are authorized to dispose of the property herein described by any means allowable under G.S. 160A, Article 12.

NOW, THEREFORE, BE IT RESOLVED that the City of Saluda does hereby declare said property as surplus and authorizes the City Manager to dispose of the said property by any lawful means as allowed per G.S. 160A, Article 12.

**Commissioner Oxtoby made a motion to approve the Resolution to declare Surplus Real Property of the Vermont Well and Reservoir Site and Well and Reservoir site. Commissioner Walker seconded all were in favor.**

## **16 - Coon Dog Day Festival Overview**

Commissioner Marion said the committee meeting is postponed for two weeks and has 5 or 6 that want to be on the committee. The TDA has already authorized 10,000.00 to go to 2024 Coon Dog Day.

**Commissioner Talbot made a motion to approve to have Coon Dog Day 2024 Commissioner Oxtoby seconded all were in favor.**

## **17 - Historical Committee Application**

**Commissioner Marion made a motion to approve Laretta Cook and Ammie Weymer's application for the Historical Committee Application Commissioner Oxtoby seconded all were in favor.**

## **18 - Tourism Development Authority- Update**

The TDA has already authorized 10,000.00 to go to 2024 Coon Dog Day.

## **19 - Foothills Regional Commission-Saluda Membership Representation**

City Manager Orr spoke about the Foothills Regional Commission

The City of Saluda is a member of the Foothills Regional Commission as a member by Article 6 section 2 of the Foothills Regional Commission bylaws the City of Saluda may appoint a municipal Representative to the Commission Board.

**Commissioner Oxtoby made a motion to appoint Commissioner Melanie Talbot to a two-year term to serve as the City of Saluda Representative to the Foothills Regional Commission. Commissioner Walker seconded all were in favor.**

## **20 - Schedule a Public Hearing for Intent to Exchange Public Property September 9, 2024, 7:00 pm Saluda Public Library.**

City Attorney Berg Read the Resolution to schedule a public hearing for intent to Exchange Public Property September 9<sup>th</sup> 2024 at 7:00 pm at the Saluda Public Library.

WHEREAS, the Board of Commissioners of the City of Saluda proposes to exchange a .10 acre portion of a certain real property commonly known as McCreery Park owned by of the City of Saluda and described below for a .10 acre portion of a certain real property owned by Jake and Dorothy Williams and the relinquishment of any right or claim by Jake and Dorothy Williams, their successors or assigns, to a driveway running through a portion of the McCreery Park property of the City of Saluda as described below:

(1) Property of City of Saluda: That certain portion of McCreery Park, tax parcel number S13-A1, consisting of .10 acre as depicted in the attached recombination survey entitled Recombination Survey for The City of Saluda & Jake & Dorothy Williams prepared by David C. Huntley,

(2) Property of Jake and Dorothy Williams: That certain portion of the property of Jake and Dorothy Williams, tax parcel number S13-A2, consisting of .10 acre as depicted in the attached recombination survey entitled Recombination Survey for The City of Saluda & Jake & Dorothy Williams prepared by David C. Huntley, and  
(3) The relinquishment by Jake and Dorothy Williams, their successors or assigns, of any right or claim they may have, or purport to have, to the northern driveway located on a portion of City property commonly known as McCreery Park, tax parcel number S13-A1, as depicted in the attached recombination survey entitled Recombination Survey for The City of Saluda & Jake & Dorothy Williams prepared by David C. Huntley.  
WHEREAS, the estimated value of .10 acre of the property of the City of Saluda is \$6,230 and the estimated value of the property of Jake and Dorothy Williams consisting of .10 acre plus the relinquishment of any right they may have, or purport to have, to the driveway is \$6,230.  
WHEREAS, no other consideration will change hands.  
WHEREAS, the Board of Commissioners intends to consider authorizing such exchange at its regular meeting to be held on September 9, 2024.  
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Saluda, that the City Clerk shall cause to be published at least 10 days prior to the meeting, a notice as required by G.S. 160A-271.  
Adopted this 12th day of August, 2024.

**Commissioner Oxtoby made a motion to schedule a public hearing for intent to Exchange Public Property September 9<sup>th</sup> 2024 at 7:00 pm at the Saluda Public Library. Commissioner Walker seconded all were in favor.**

## **21 - City of Saluda Merger, Regionalization, and Feasibility Sub-Committee Measure and Membership**

City Manager Orr talked about the City of Saluda Merger, Regionalization, and Feasibility Sub-Committee Measure and Membership

**Commissioner Oxtoby made a motion to appoint Commissioner Stanley Walker, Commissioner Paul Marion and City Manager Orr to serve on the joint subcommittee to advise the Board of Commissioners on the progress and findings of the feasibility study of the proposed Hendersonville / Saluda water and sewer merger Commissioner Talbot seconded all were in favor.**

## **22 - City Events 2024**

Emily Lamar spoke on the safety with the Halloween Stroll being 5 to 7 said it gets dark and traffic doesn't slow down on main and for the safety of the kids we need to have it 4:30-6:30 pm. She also wanted a set date for each year for the Halloween Stroll and Hometown Christmas. Suggest that the last Friday of the October 4:30-6:30 pm be the Halloween Stroll and the second Friday of December 6-8 pm be the Hometown Christmas.

**Commissioner Talbot made a motion to make the last Friday of the October 4:30-6:30 pm be the Halloween Stroll and the second Friday of December 6-8 pm be the Hometown Christmas. Commissioner Oxtoby seconded all were in favor.**

## **23 - Police Decals**

Commissioner Oxtoby talked about how he has noticed that all the agencies have IN GOD WE TRUST on their Emergency/patrol vehicles and that we were the only ones that didn't.

Commissioner Oxtoby made a motion to approve IN GOD WE TRUST decal for the patrol cars. Commissioner Walker seconded all were in favor.

**24 - Closed session**

City Manager Orr read the closed session resolution.

Commissioner Oxtoby made a motion to go into closed Session Attorney Client Privilege NCGS 143-318.11. Commissioner Walker seconded all were in favor.

Closed session was the Williams Property discussion unequal exchange.

Entered closed session at 8:18 pm

Commissioner Oxtoby made a motion to come out of closed session at 8:40 pm Commissioner Walker seconded all were in favor.

**25 - Adjourn**

Back to Regular session at 8:40 pm

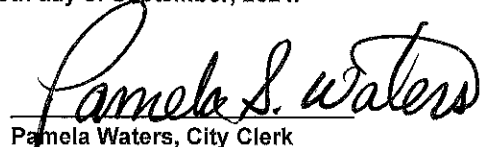
With no further business to discuss,

Commissioner Oxtoby made a motion to adjourn the meeting. Commissioner Walker seconded and all were in favor.

The meeting adjourned at 8:43 pm August 12th, 2024.

Respectfully submitted by Pamela Waters, City Clerk. Adopted this 9th day of September, 2024.

  
Tangie Morgan, Mayor

  
Pamela Waters, City Clerk