



Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

John L. Chandler
Mayor
Nicholas A. Honeycutt
Vice-Mayor
Robert W. Zink
Treasurer
Stuart L. Jolley
Clerk
Larry H. Davis
Secretary

MINUTES REGULAR MEETING Mars Hill Town Hall – Conference Room April 1, 2024 at 6:00 p.m.

The Town of Mars Hill Mayor and Board of Aldermen met in regular session on Monday, April 1, 2024, at 6:00 p.m. in the Mars Hill Town Hall.

MEMBERS PRESENT: Mayor John Chandler; Aldermen Nicholas Honeycutt, and Robert W. (Bob) Zink. Aldermen Larry Davis and Stuart Jolley were absent.

STAFF PRESENT: Nathan R. Bennett, Town Manager; Allie Leake for Town Attorney; and Chad Wilson, Police Chief

OTHERS PRESENT: Ryan Bell, Terry Burnette, Robin Burnette, Brad Guth, Lee Hoffman, Will Hoffman, and other members of the general public

Call to Order

The meeting was called to order by Mayor John Chandler. Mayor Chandler welcomed those in attendance.

Approval of the Agenda

Mayor Chandler then asked the Board to review the proposed agenda for approval. Upon review of the agenda, Mayor Chandler called for a motion. **Alderman Bob Zink made a motion that the agenda be approved as presented.** Alderman Nicholas Honeycutt seconded the motion. Upon a call for a vote on the motion by the Mayor, the agenda was unanimously approved. (Attachment A)

Approval of Minutes

Mayor Chandler then asked the Board to review the minutes of the regular meeting held on March 4, 2024. There being no modifications to the minutes, **Alderman Nicholas Honeycutt made a motion that the minutes for March 4, 2024, be approved as presented by management.** Alderman Zink seconded the motion. Upon a call for a vote on the motion by the Mayor, the minutes were unanimously approved. Alderman Honeycutt noted for the public that Alderman Davis is on vacation this week and Aldermen Jolley is at an appointment at Duke University.

Old Business

Mayor Chandler then moved to address old business. There was no old business.

New Business

Mayor Chandler then moved to address new business.

ORDINANCE – Road Closure for MHU Graduation

Mayor Chandler then recognized Town Manager Nathan Bennett to provide information regarding a request for temporary road closure ordinance for the Mars Hill University graduation ceremony. Mr. Bennett advised the Board that this ordinance is required by NCDOT for the temporary closure of a NCDOT maintained road for any duration. Mr. Bennett further stated that Mars Hill University graduation ceremony and associated activities are scheduled for Saturday, May 11, 2024. The temporary closure of NC 213/Cascade Street in the vicinity of Moore Auditorium will occur on an as-needed basis to accommodate the heavy pedestrian traffic accessing the facility from nearby parking areas. The closure and associated detour route will be managed by Town of Mars Hill police department officers in cooperation with MHU Safety and Security personnel. Mr. Bennett presented the draft “Ordinance Declaring a Road Closure for Mars Hill University Graduation Ceremony,” for the Board’s consideration. Alderman Zink asked Police Chief Chad Wilson if he had any issues or additional points to make regarding this road closure request. Chief Wilson advised that he did not have any concerns. Upon completion of discussion of the ordinance by the Board, Mayor Chandler called for a motion. **Alderman Honeycutt made a motion to approve “AN ORDINANCE DECLARING A ROAD CLOSURE FOR MARS HILL UNIVERSITY GRADUATION CEREMONY,” as presented.** Alderman Zink seconded the motion. Upon a call for a vote by the Mayor, the motion was unanimously approved. The ordinance is incorporated as a part of these minutes as an attachment. (Attachment B)

BUDGET AMENDMENT- FY 2023-2024

Mayor Chandler recognized Mr. Bennett to provide information concerning the proposed budget amendment to the FY 2023-24 budget. Mr. Bennett advised this is amendment one to the current FY 2023-24 general fund budget. He stated that the amendment accomplishes several purposes, particularly adding additional revenue from state grant sources, federal ARPA funds, other grant funds, fund balance, and miscellaneous other sources and also modifies appropriations to budget line items associated with grant funded projects, such as the Robinson Building rehabilitation project, Woodhaven wastewater lift station improvements project, the greenway connector feasibility study, and other modifications for department operational needs. Following discussion by the Board, Mayor Chandler called for a motion. **Alderman Zink made a motion to approve “BUDGET ORDINANCE AMENDMENT- FY 2024-01,” as presented.** Alderman Honeycutt seconded the motion. Upon a call for a vote by the Mayor, the motion was unanimously approved. (Attachment C)

CAPTIAL PROJECT ORDINANCE – Woodhaven Wastewater Lift Station Improvements

Mayor Chandler recognized Mr. Bennett to provide information concerning the proposed capital project ordinance for the Woodhaven Wastewater Lift Station Improvements project. Mr. Bennett reminded the Board that this project was previously approved in 2022 and will be completed utilizing ARPA-related federal funding. Mr. Bennett advised the Board that the funding is in hand, engineering services by McGill have been procured, and TP Howard’s Plumbing is the general contractor. Construction began in March 2024 and is expected to be complete by mid-summer. Mr. Bennett advised the Board that a capital project ordinance is necessary to formally specify the funding sources and authorize expenditures for the project that may happen in multiple fiscal years until complete. The project is expected to cost approximately \$636,000. Following discussion by the Board, Mayor Chandler called for a motion. **Alderman Honeycutt made a motion to approve “CAPTIAL PROJECT ORDINANCE – WOODHAVEN WASTEWATER LIFT STATION IMPROVEMENTS,” as presented.** Alderman Zink seconded the motion. Upon a call for a vote by the Mayor, the motion was unanimously approved. (Attachment D)

RESOLUTION – Rural Downtown Economic Development Grant

Mayor Chandler recognized Mr. Bennett to provide information concerning the proposed resolution for the Rural Downtown Economic Development Grant. Mr. Bennett advised the Board that the N.C. Department of

Commerce’s Rural Economic Development Division has announced a new grant category – the Rural Economic Development Grant (REDG). This grant program is to support downtown revitalization and economic development initiatives that are intended to help local governments grow and leverage downtown districts as assets for economic growth. The grants are for improvements to publicly owned infrastructure, such as streetscapes, lots, alleys, and parks. He advised the maximum grant amount is \$850,000 and a five percent (5%) local match is required. Mr. Bennett stated the maximum local match would be \$42,500 if a full award is received. Mr. Bennett stated he plans to apply for these funds to implement the parking, sidewalk, streetscape, and lighting improvements for the Mountain View Road/Short Street area identified in the North Main Street Small Area Plan, specifically including the proposed surface parking area on property recently acquired by the Town adjacent to the library. Mr. Bennett advised the Board that the grant application is due today and requires a resolution of support and financial match commitment from the governing board. Mr. Bennett presented the draft resolution support and recommended it for the Board’s approval. Following discussion by the Board, Mayor Chandler called for a motion. **Alderman Honeycutt made a motion to approve “A RESOLUTION IN SUPPORT OF THE RURAL DOWNTOWN ECONOMIC DEVELOPMENT GRANT FROM THE NORTH CAROLINA DEPARTMENT OF COMMERCE, RURAL ECONOMIC DEVELOPMENT DIVISION,” as presented.** Alderman Zink seconded the motion. Upon a call for a vote by the Mayor, the motion was unanimously approved. (Attachment E)

Town Manager Report – Nathan Bennett, Town Manager

Mayor Chandler then recognized Mr. Bennett to provide the Town Manager Report.

General Update

Mr. Bennett advised the Board that today is “Joanne Rice Day” as proclaimed by the Board in September 2023. Mr. Bennett stated that Joanne was a long-time town hall employee who passed away in August 2023. Joanne was hired on April 1, 1974, and today would have marked her 50th year of service to the town. The Board and employees honored her service and memory today with a ceremony and lowering of flags for the day.

Mr. Bennett provided the Board with a status update on various town projects and other items of interest to the Board.

Public Comment

Mayor Chandler then moved to public comment. Mayor Chandler recognized Ryan Bell who provided comments regarding First Friday events. He reminded everyone that the first First Friday of the season is this week, Friday, April 5, 2024, and thanked the Board for their support and encouraged everyone to attend.

There being no additional public comments, Mayor Chandler closed the public comment period.

Closed Session (Pursuant to N.C.G.S. 143-318.11)

Mayor Chandler advised the Board that there is a need for a closed session to discuss a legal matter. **Alderman Zink made a motion to enter closed session to discuss a legal matter pursuant to N.C.G.S. 143-318.11(a)(3).** Alderman Honeycutt seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was unanimously approved.

CLOSED SESSION

Upon completion of discussion of the matter subject to the closed session, Mayor Chandler called for a motion to return to open session. **Alderman Honeycutt made a motion that the Board end the closed session and**

return to open session. Alderman Zink seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was unanimously approved.


Open Session

Upon return to open session, Mayor Chandler announced there was no action to be taken from the closed session. Mr. Bennett then advised the Board that just prior to the Board meeting this evening he received the proposed mural design from the artist and project coordinator Dr. Kelly Spenser, for the building located at 10 N. Main Street. Mr. Bennett stated he had not had a chance to look at the design prior to this evening. Mr. Bennett provided the Board renderings of the proposed mural. The Mayor and all Board members expressed concern regarding the bright colors and other miscellaneous elements of the mural. The Board directed Mr. Bennett to provide comments to the artist/coordinator regarding the design consistent with the discussion.

Adjourn

There being no further business before the Board, Mayor Chandler called for a motion to adjourn. **Alderman Zink made a motion to adjourn.** Alderman Honeycutt seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion to adjourn was unanimously approved.

Approved and authenticated this the ____ 6th ____ day of ____ May ____, 2024.


John L. Chandler, Mayor

ATTEST:



Nathan R. Bennett,
Town Manager





ATTACHMENT A

Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

John L. Chandler

Mayor

Nicholas A. Honeycutt

Vice-Mayor

Robert W. Zink

Treasurer

Stuart L. Jolley

Clerk

Larry H. Davis

Secretary

AGENDA

REGULAR MEETING

Mars Hill Town Hall Conference Room

April 1, 2024 at 6:00 p.m.

1. Call to Order – Mayor John L. Chandler
2. Approval of Agenda
3. Approval of Minutes: March 4, 2024 Regular Meeting
4. Old Business
5. New Business
 - a. **ORDINANCE** – Road Closure for MHU Graduation
 - b. **BUDGET AMENDMENT – FY 2023-2024**
 - c. **CAPITAL PROJECT ORDINANCE – Woodhaven Wastewater Lift Station Improvements**
 - d. **RESOLUTION – Rural Downtown Economic Development Grant**
6. Town Manager Report – Nathan Bennett, Town Manager
 - a. General Update
7. Public Comment

[Policy: Each speaker shall be limited to a maximum of three (3) minutes. The public comment period is not intended to require the Board of Aldermen or staff to answer any impromptu questions. The Board will not take action on an item presented during the public comment period. The Board may refer inquiries made during the public comment period to the Town Manager to address as appropriate. If necessary, the item may be placed on the agenda of a future meeting.]
8. Closed Session (*Pursuant to N.C.G.S. 143-318.11(a)(5)*)
9. Adjourn

Mars Hill Town Hall

280 North Main Street • P.O. Box 368

Mars Hill, North Carolina 28754

Phone: (828) 689-2301 • Fax: (828) 689-3333



Town of Mars Hill

ORDINANCE #: 286

AN ORDINANCE DECLARING A ROAD CLOSURE FOR MARS HILL UNIVERSITY GRADUATION CEREMONY

WHEREAS, the Town of Mars Hill Mayor and Board of Aldermen acknowledge the long tradition of providing support for Mars Hill University graduation activities for the pleasure to its citizens, including MHU students, faculty, staff, and the parents of graduation students; and

WHEREAS, the Town of Mars Hill Mayor and Board of Aldermen acknowledge citizens and businesses realize a financial benefit from the graduation ceremonies; and

WHEREAS, the Town of Mars Hill Mayor and Board of Aldermen acknowledge the Mars Hill University graduation ceremony requires approximately 30 minutes to install signage and traffic control devices, and requires approximately 30 minutes for removing signage, traffic control devices, and litter.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF MARS HILL THE FOLLOWING:

1. That pursuant to the authority granted by N.C.G.S. 20-169 that a temporary road closure is hereby declared during the day and time set forth below on the following described portion of State Highway System routes and Town streets.
2. **Date:** Saturday, May 11, 2024
3. **Time:** 9:00 a.m. to 2:00 p.m.
4. **Route Subject to Temporary Closure:** Beginning at intersection of NC 213/Cascade Street at South Main Street, westbound on NC 213 and ending at intersection with Athletic Street.
5. **Detour Route Description:** Beginning From eastbound on NC Highway 213 at Intersection of NC Highway 213/ Cascade Street to Athletic Street to SR 1355/Bailey Street to SR 1609/North Main Street and South Main Street to NC Highway 213/Carl Eller Road, all within the Town of Mars Hill, North Carolina.
6. This ordinance shall become effective when signs are erected giving notice of the limits and times of the event and implementation of adequate traffic control to protect participants and to guide vehicles around the event route.

ADOPTED this the 1st day of April, 2024 by the Town of Mars Hill Mayor and Board of Aldermen.

Attest:


STUART L. JOLLEY
Town Clerk




JOHN L. CHANDLER
Mayor

Mars Hill Town Hall
280 North Main Street • P.O. Box 368
Mars Hill, North Carolina 28754
Phone: (828) 689-2301 • Fax: (828) 689-3333
www.townofmarshill.org

TOWN OF MARS HILL

2023 – 2024 Fiscal Year

BUDGET ORDINANCE AMENDMENT
FY 2024-01ORDINANCE #: 287

The purpose of this budget amendment is to update the FY 2023-24 **GENERAL FUND** budget as follows:

Budget Code	Description	Revenues	Expenditures
10-3491-0000	State Government Grants <i>(NC COMMERCE RTGP-Robinson Building Project)</i>	\$ 198,383.00	
10-5000-7600	Public Bldg/Revitalization	\$	198,383.00
10-9000-9900	Ot. FS/U-Transfer In – (ARPA)	\$ 213,819.00	
10-3994-0000	Appropriated Fund Balance	\$	213,819.00
10-9020-9900	Transfer to Fund 20 <i>(PARTF/Smith Farm Project)</i>	\$ 321,564.00	
10-3994-0000	Appropriated Fund Balance	\$	321,564.00
10-3493-0000	Other Grants <i>(Mtn Biz/Works/MadCoTDA/Bailey Greenway Study)</i>	30,000	
10-4200-4500	Contracted Services	\$	30,000
10-3290-0000	Int.Earned, Investments	\$ 158,500.00	
10-5000-7600	Public Bldg/Revitalization <i>(DH Griffin-Robinson Cleanout)</i>	\$	33,000.00
10-5100-1400	Travel <i>(reduce)</i>	\$ 2,000.00	
10-5100-3300	Supplies and Materials <i>(reduce)</i>	\$ 5,000.00	
10-5100-3400	Training <i>(reduce)</i>	\$ 2,000.00	
10-5100-1700	Maintenance Autos	\$	15,000.00
10-5100-3500	Physicals/Vaccinations/Etc.	\$	500.00
10-5100-4500	Contracted Labor	\$	1,000.00
10-5100-5300	Dues & Subscriptions	\$	1,500.00
10-5100-5400	Insurance & Bonds	\$	1,000.00
10-5100-7400	Capital Outlay – Equipment	\$	55,000.00
10-5100-7800	Non-Capital Outlay / Equipment	\$	2,000.00
10-5600-0400	Professional Services <i>(Reduce)</i>	\$ 2,000.00	
10-5600-1100	Telephone & Postage <i>(Reduce)</i>	\$ 1,000.00	
10-5600-5700	Miscellaneous <i>(Reduce)</i>	\$ 1,500.00	
10-5600-7700	Christmas Lights <i>(Reduce)</i>	\$ 2,000.00	
10-5600-1700	Maintenance – Autos	\$	2,500.00
10-5600-3100	Automotive Supplies	\$	1,000.00
10-5600-3600	Mens Uniforms	\$	3,000.00
10-5600-4500	Contracted Services	\$	25,000.00
10-5600-5400	Insurance and Bonds	\$	1,500.00
10-5600-7400	Capital Outlay – Equipment	\$	28,000.00
10-5600-7800	Non Capital Outlay/Equip.	\$	3,500.00
10-5600-7900	Contingency – Christmas Parade Expense	\$	1,500.00
10-5800-7400	Capital Outlay – Equipment <i>(Reduce)</i>	\$ 15,000.00	
10-5800-7900	Contingency – Sanitation <i>(Reduce)</i>	\$ 2,000.00	

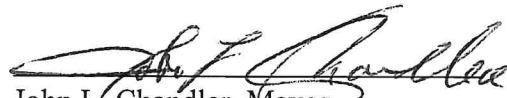
BUDGET ORDINANCE AMENDMENT

FY 2024-01

Page 1 of 2

10-5800-0200	Salaries & Wages	\$	15,000.00
10-5800-3600	Uniforms	\$	1,000.00
10-6200-7400	Capital Outlay – Equipment <i>(Reduce)</i>	\$ 1,000.00	
10-6200-5700	Miscellaneous	\$	1,000.00
10-6300-1300	Telephone and Postage <i>(Reduce)</i>	\$ 1,000.00	
10-6300-1600	Maintenance – Equipment	\$	1,000.00
	TOTAL ADDITIONAL REVENUES ANTICIPATED	\$ 956,766.00	
	TOTAL ADDITIONAL EXPENSES AUTHORIZED		\$ 956,766.00

This budget amendment is hereby **ADOPTED** and incorporated into the FY 2023-24 Budget Ordinance by the Mars Hill Mayor and Board of Aldermen meeting in regular session on this the 1st day of April, 2024.


 John L. Chandler, Mayor

ATTEST:


 Stuart L. Jolley, Clerk



Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

ORDINANCE #: 288

CAPITAL PROJECT ORDINANCE

WOODHAVEN WASTEWATER LIFT STATION IMPROVEMENTS

BE IT ORDAINED by the Town of Mars Hill Mayor and Board of Aldermen that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

- Section 1.** The project authorized by this ordinance is the WOODHAVEN WASTEWATER LIFT STATION IMPROVEMENTS project to be financed as defined below.
- Section 2.** The officers of this unit are hereby directed to proceed with implementation of this project within the terms of the budget contained herein.
- Section 3.** The following amounts are appropriated for the project and authorized as expenditures for the project:

Item	Amount
Planning, Engineering Design, Construction Management, Survey, and Legal	\$60,000
Construction, Building, and/or Renovation	\$561,000
Contingency	\$15,000
Total	\$636,000

- Section 4.** The following revenues are anticipated to be available to complete this project:

Item	Amount
Transfer from General Fund	\$636,000
Total	\$636,000

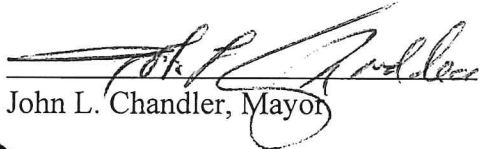
- Section 5.** The Town Manager and Finance Officer are hereby directed to maintain

sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, if applicable.


Section 6. The Town Manager shall include an analysis of costs and revenues on this capital project in future budget submissions made to this Board.

Section 7. Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Town Manager, Budget Officer, and Finance Officer for direction in carrying out this project.

ADOPTED this the 1st day of April, 2024.


John L. Chandler, Mayor

ATTEST:


Stuart L. Jolley
Town Clerk





**Town of Mars Hill
Mayor and Board of Aldermen**

RESOLUTION

**A Resolution in Support of the Rural Downtown Economic Development Grant from the
North Carolina Department of Commerce, Rural Economic Development Division**

WHEREAS, the N.C. Rural Economic Development Division, as authorized under N.C.G.S 143B-472.127, administers grants to local government units awarded by the Rural Infrastructure Authority to support downtown revitalization/economic development activity; and

WHEREAS, the Division has established the Rural Downtown Economic Development Grants program; and

WHEREAS, the purpose of the program is to support downtown revitalization and economic development initiatives that are intended to help local governments grow and leverage downtown districts as assets for economic growth, economic development, and prosperity; and

WHEREAS, this program will support projects that: 1) Provide public improvements that help retain businesses and attract customers to business districts, 2) Support publicly owned downtown economic development initiatives that leverage main streets and downtown districts as economic engines, 3) Facilitate publicly owned building improvements that are used for community-wide uses or mixed-use development in or on properties that are publicly owned and controlled; and

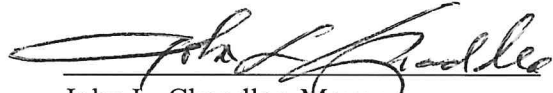
WHEREAS, the Town has completed our North Main Street Small Area Plan utilizing REDD Rural Transformation Grant funds, which contains pedestrian and streetscape improvements directly identified by this program; and

WHEREAS, the Mayor and Board of Aldermen of Town of Mars Hill is fully committed to supporting the purpose of this program that builds upon prior successful initiatives facilitated by the Division in Mars Hill.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen for the Town of Mars Hill, North Carolina as follows:

1. That the Mars Hill Mayor and Board of Aldermen strongly supports implementation of the Pedestrian and Streetscape Improvements in the North Main Small Area Plan project area through the Rural Downtown Economic Developed Program grant funding.
2. That the Board believes implementation of the Pedestrian and Streetscape Improvements will help increase economic opportunity in town.
3. That the Board formally commits to provide a cash match of five (5%) up to \$42,500 in local funds as required by the program guidelines.
4. That this resolution shall be effective upon its adoption.

ADOPTED this 1st day of April 2024, by the Mayor and Board of Aldermen for the Town of Mars Hill, North Carolina.


John L. Chandler, Mayor

Attest:


Stuart L. Jolley, Clerk

