

**MINUTES OF THE AGENDA WORK SESSION  
OF THE TOWN COUNCIL OF THE  
TOWN OF LAUREL PARK, N.C.  
November 10, 2011  
9:30 A. M.**

The Laurel Park Town Council held an agenda work session in Town Hall on November 10, 2011 at 9:30 a.m. The following members were present: Mayor Henry T. Johnson, Commissioner Richard P. Cooke, Commissioner Dona M. Mennella, Commissioner J. Carey O'Cain, and Commissioner Robert O. Vickery. Town Manager Jim Ball was also present.

Mayor Johnson called to order the November 10, 2011, Council Agenda Work Session.

**APPROVAL OF AGENDA**

Commissioner Mennella moved to approve the Agenda. Mayor Johnson asked for discussion; there was none. The vote was unanimous in favor of the motion to approve the agenda.

**AGENDA REVIEW** – The Council reviewed the agenda items for the November 15, 2011 Town Council regular meeting.

1) Consent Agenda

- a) Minutes from the October 18, 2011 Council Regular Meeting
- b) Minutes from the October 18, 2011 Council Special Work Session
- c) Minutes from the November 10, 2011 Council Work Session

2) Public Hearing(s)

None

3) Old Business

Discussion, Town Audit as prepared by Burlison & Earley, P.A. for year ending June 30, 2011

4) New Business

Consideration, Memorandum of Understanding with Henderson County for Removal of Abandoned Mobile Homes

5) Town Manager's Report

Special Work Session (continued) – Commercial/Noncommercial Wireless Communications

**COUNCIL UPDATES AND OPEN DISCUSSION** – The Council received updates on and discussed the following areas:

1. Discussion, Parks and Greenways Comprehensive Plan. Council discussed the Parks and Greenways Comprehensive Plan with George Banta, Board Chairman. Council recommended a couple of formatting and grammatical changes. Commissioner Mennella pointed out a couple of areas within the document that needed clarification. Council, as a group, praised the Parks and Greenways Board for its hard work in developing the first ever Parks and Greenways Comprehensive Plan for the Town.

2. Discussion, Letter for the ABC Board. Mr. Ball discussed a letter request from the ABC Board. The letter addressed the issue that during the fiscal year ending June 30, 2011, the contributions did not meet the General Statute. The ABC Board requested a letter from Council authorizing the need for the reduction in contributions. Council concurred.
3. Discussion, Board Member Appointments. Mr. Ball discussed and reviewed with Council the status of all board appointments that are scheduled to expire on December 31, 2011. All Board members whose terms would expire in December expressed interest in remaining on their respective board except for Vicci Bane, a Parks and Greenways Board member.
4. Discussion, Rhododendron Lake. Mr. Ball stated that Clement Riddle, of ClearWater Environmental, told him that the stream restoration plan had been submitted to the Army Corps of Engineers. The corps had distributed the plan for comments to all appropriate regulatory agencies. The agencies had until December 6<sup>th</sup> to provide comments to Amanda Jones at the Corps. Mr. Riddle told Mr. Ball that he hoped the plan would be finalized before Christmas or shortly after the holidays.

Mr. Ball stated that the Town Attorney had closed on the Lancaster Property. He stated that he would be meeting with the surveyor on November 10 in order to go over the survey work required in order to purchase a small portion of the Youngblood property. Once complete, the Town Attorney would set a closing date for that purchase. He hoped that closing would occur within the next three to four weeks.

5. Discussion, Unknown Owner Parcels. Mr. Ball stated that, since last month, the County Land Records Office had worked on one additional unknown parcel. As reported last month, work had been completed on one of the thirteen parcels and ownership had been reestablished due to the title work provided by the Town.
6. Discussion, Coates America Contract. Mr. Ball stated that the contract in lieu of annexation with Coates America would expire this year. Because of the changes made with annexation law during the past legislative session, he recommended that the Town not pursue renewing the contract. Council agreed that Commissioner O'Cain and Mr. Ball would contact Coates America representatives and go over the issue with them.
7. Discussion, Bi-weekly Pay Period Policies. Mr. Ball reviewed with the Council the proposed changes needed on several Town policies required due to the transition from a weekly to a bi-weekly pay period on January 1, 2012. Mr. Ball stated that the policies would be on the December Council Regular meeting agenda for approval.
8. Discussion, Glen Laurel Zoning. Paul Hansen, Chairman of the Planning Board, stated that the Planning Board began reviewing the zoning requirements for the proposed Glen Laurel property. The Board looked at two options: recommending zoning a portion of the property MIC or recommending that in certain areas of the R-20 district a nursing facility would be allowed as a conditional use. The Board wished to ask if Council still supported the project and if there was a preference from the Council as to the zoning question. Council discussed the issue and tasked the Planning Board with making a recommendation to Council at its next work session.
9. Discussion, Council Vacancy. Commissioner O'Cain discussed with Council the Council vacancy that would be created by his election as mayor. Commissioner O'Cain stated he would be interested in appointing Paul Hansen to the vacancy. Commissioner Cooke stated he would be interested in appointing Lou Lunardon. Commissioner Vickery stated he would be interested in appointing Steve Babcock. The Council agreed to discuss the issue further at the December Council work session.

10. Discussion, Police Chief Search. Mr. Ball informed Council that an ad for the position had been placed on the North Carolina Chiefs Association website and the North Carolina League of Municipalities website during the last week of October. The selection process would begin sometime in early December.

**KEY DATE(S)** – Council reviewed and discussed the following key date(s):

An Orientation for New Mayors is scheduled for Monday, November 28, 2011 from 9:00 am to 4:00 pm at Western Carolina University, Cullowhee.

The annual Employee Christmas Dinner at Echo Mountain Inn is scheduled for December 10, 2011.

The 2012 Essentials of Municipal Government is scheduled for January 25-26, 2012 in Asheville at the Doubletree Biltmore.

There being no further business, Commissioner Vickery moved to adjourn. Mayor Johnson asked for discussion; there was none. The vote was unanimous in favor of the motion.

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Henry T. Johnson, Mayor

ATTEST:

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Kimberly B. Hensley, CMC  
Town Clerk

\_\_\_\_\_  
Date