

MINUTES
BEECH MOUNTAIN TOWN COUNCIL
Special Meeting February 3, 2010

I. CALL TO ORDER

Mayor Rick Owen called the Special Meeting of the Beech Mountain Town Council to order at 1:05 p.m. in the Town Hall Council Chambers. Other Council Members present were Alan Holcombe, Rick Miller and Paul Piquet. Cindy Keller arrived at 1:07 p.m. Also present were Town Manager Randy Feierabend, Public Works Director Riley Hatch, Finance Officer Nancy Johnson, Director of Planning & Inspections Stan Hanna, and Water/Wastewater Supervisor Robert Heaton. There were a number of interested parties in the audience.

II. MID-YEAR BUDGET REPORT FY 09/10 – Mr. Feierabend presented the Council with a review of the 2009/2010 Fiscal Year Budget. Projections for tax collection, sales tax, building inspection, recreation, water & sewer, garbage and E-911 were at or above the midyear projections on December 31, 2009. Mr. Urs Gsteiger asked about the tax collections rate to which Mr. Feierabend indicated that the budget was based on 96.4% collection rate. Mr. Feierabend gave a review of potential Town Projects:

- 1. Miscellaneous Improvements, \$32,000** – Mr. Feierabend presented a number of miscellaneous improvements; new visitor chairs for the Town Hall, \$2,000; Vinyl for the kitchen, \$2,000. Councilperson Miller indicated that \$2,000 seemed expensive to him and Councilperson Piquet indicated that a floating floor system could be purchase for that amount and that type of flooring would cut down on the noise issues. Councilperson Keller suggested throw rugs to help with the noise issues. Mr. Feierabend indicated that the Town Hall did not have sufficient insulation in the attic, cost would be \$19,000. Mr. Feierabend noted that this was not a high priority item to which the Council agreed. The sewer line between the Town Hall and Visitors Center building was not working property; repairs would cost approximately \$3,000. The Council agreed that this was a high priority issue. The building by Perry Park that housed water system equipment no longer is use, needed a new roof or to be torn down. Councilperson Piquet noted that he felt a new roof would be good and that the Beech Mountain Historical Society was looking for a place to display memorabilia. Mayor Owen indicated that he felt the building should not be torn down and the Council was in agreement.
- 2. Employee Achievement Program** – Bonus or raises for achieving educational goal certifications not mandated as part of job requirements. Mr. Feierabend used the example of police officers becoming certified fire fighters. After a brief discussion, Mr. Feierabend was given the go ahead to investigate the proposal.
- 3. Employee Raises** – Mr. Feierabend indicated that a 1% raise for all Town employees would cost the Town \$24,200 per year. Councilperson Piquet noted that the Town did not give employees a cost of living or any pay increase in the current fiscal year. Councilperson Miller asked how much a 1¢ on the tax rate generated to which Mr.

- Feierabend indicated that it was approximately \$55,000. The longevity bonus, given to employees with 10 or more years of service, was \$26,865, a bonus program for the others employees would be \$13,014. Mr. Feierabend noted that he had a contract with the League of Municipalities to do a pay study at a cost of \$10,000. Councilperson Miller indicated that he would like to see the study completed prior to the budget preparations for the upcoming fiscal year. .
4. ***Generator for Buckeye Recreation Center, \$30,000*** – The Council discussed the options of a portable or fixed generator for the recreation center. After much discussion, it was decided that a fixed generator would best serve the center. Councilperson Keller asked if the employees at the recreation center knew how to turn off the water to which Mr. Jelinski indicated that he had been instructed never to drain the pipes. Mr. Hatch noted that the heating system used a boiler and could not be turned off.
 5. ***Install Showers at Buckeye Recreation Center, \$15,000*** – Mr. Feierabend presented a plan that would add a shower in each of the bathrooms. Mayor Owen indicated that it was a good design. Councilperson Piquet agreed that he like the design, however it was not a high priority issue. Councilperson Miller indicated that the card reader to the entrance of the exercise room did not always work. After a brief discussion, the Council agreed that the door area needed to be covered. Councilperson Piquet recommended an awning. Mayor Owen suggested a backup system for the computers be considered in the upcoming budget discussions.
 6. ***Radio Read Water Meters, \$750,000*** – The advantages of radio read meters was discussed, monthly read would cut down of water loss by detecting leaks earlier. Mr. Hatch indicated that all the meters that had been installed over the past few years were set up for radio read conversion. Mr. Feierabend was asked to put together a bid package for the Council to review, Councilperson Piquet and Councilperson Miller felt that the project was high priority. Councilperson Keller asked if the new meters would save the Town on 1 or 2 employees and also indicated that perhaps the police vehicles could be set up to do the meter readings.
 7. ***Water & Sewer Improvements, \$93,000*** – The water and sewer improvements included the connection of two manholes in the Greenbriar, Honeysuckle Road area. After a brief discussion, Councilperson Miller made a motion for Mr. Rothrock to put together a bid package for the Councils. Councilperson Holcombe seconded the motion and it passed unanimously.
 8. ***Lake Coffey Dam Improvements, \$115,000*** – Mr. Feierabend reported that the permit for the Lake Coffey Dam Improvements had been issued, the permit was only good for a year, expiring November 1, 2010. Councilperson Piquet noted that \$100,000 had been set aside, by the Council when he had served before, for the Dam Improvements. Mr. Hatch noted that the spillway for the Dam had rusting galvanized pipes that needed to be replaced with ductile iron or concrete. Councilperson Miller moved to have a bid package for the project prepared. Councilperson Holcombe seconded the motion and it passed unanimously.

- 9. *Purchase/Clear Property for Equipment Storage Yard, \$40,000*** – Mr. Feierabend indicated the Public works Department did not have enough storage area. A parcel of land had been identified near the public works building as not belonging to anyone. Mr. Feierabend asked if he could give the Town attorney, David Paletta, the go ahead to research the property for the Town. Mr. Feierabend also identified a parcel of land located across from Town Hall that was in danger of foreclosure, indicating that the Town could possibly purchase a portion of the land. The Council agreed to investigate the issue.
- 10. *Gateway Beautification, \$25,000*** – The highway department had prepared a streetscape plan for the parkway. Mr. Feierabend proposed monies be set aside to start the beautification process. Councilperson Keller asked for clarification on the discretionary funds referred to at the January 12, 2010 Council meeting. Mr. Feierabend indicated that he had set aside \$20,000 for the Council members to use on projects around the Town that they deemed important; each Council member had \$4,000 at their disposal. Councilperson Miller had used a portion for the Council Chambers lighting and Councilperson Holcombe had also used some of the monies at the recycling center. Councilperson Miller asked about the two dumpsters behind the recycling center that did not seem to be emptied. Mr. Hatch indicated that one was the extra dumpster used in busy time periods and the other was for recycling, however the public put their trash in them when the center was closed. Councilperson Keller expressed her desire not to have unsightly storage at the entrance of the Town.
- 11. *Computers, \$5,000*** – Mr. Feierabend proposed the purchase of lap top computers as opposed to the lease program previously used. The Town had recently purchase an HP for \$750 that met the Town needs.
- 12. *Water Department, Altitude Valves, Spruce Hollow Area, \$20,000*** – Mr. Heaton reported that the motors were needed for the Parkway and Spruce Hollow tanks. The Spruce Hollow tank had to be maintained manually, an employee had to go down into a manhole and turn valves. Councilperson Miller moved to approve the \$20,000 needed for the replacement valves for the Parkway and Spruce Hollow water tanks. Councilperson Holcombe seconded the motion. Mayor Owen indicated that this was a priority issue. The motion passed unanimously.
- 13. *Seal & Stripe Town Hall Parking Lot, \$4,000*** – Mr. Feierabend reported that the one way use for the Town parking lot had worked well and proposed the sealing of the parking lot and striping. The striping with the one way use would give the Town Hall 3 more parking spaces for a total of 34. Councilperson Miller asked about the handicapped space to which Mr. Hanna reported that by code the Town had to have one van accessible handicapped parking space. Councilperson Holcombe like the one way designation. The Council agreed that the parking lot should be sealed and asked for further discussion on the striping.
- 14. *Shuttle Bus, \$25,000*** – Mr. Feierabend presented information on a small passenger van that could be used for shuttle service. The van was used with low mileage. In addition to the cost of the van, the Town would have to add labor and insurance for the vehicle. Councilperson Piquet did not see the shuttle bus as a priority. Mayor Owen agreed with

Councilperson Piquet and noted that it was good to have the information for future reference.

Councilperson Keller stated that she was playing the female roll with her desire to see the Town spruced up as well as the clutter around public works. Councilperson Keller felt the Town should have a walking trail. Councilperson Miller indicated that the beautification that Councilperson Keller made reference was not a woman thing. He too would like to see such items taken care of. Councilperson Miller indicated that his wish list included the water and sewer improvements, paving, road striping, sidewalks, and the return of the newsletter, The MountainEar. Councilperson Miller noted that Mr. Feierabend had found a good design for the Council tables and after a brief discussion authorized Mr. Feierabend to purchase the tables using his discretionary funds. Mayor Owen had some concerns over the width of the tables and asked that Mr. Feierabend verify that the room would be large enough to accommodate the tables.

Mr. Feierabend indicated that he had looked into various options for treating the roads in the winter, chat and salt are the two products used. Mr. Feierabend noted that these were used in the state of Utah.

Mr. Feierabend reported that a third category for utility billing had been researched. Mix use was proposed for the 4 Seasons and Beech Towers because they were residential as well as commercial. After much discussion, Councilperson Holcombe moved to adopt the mix use category for utility billing. Councilperson Piquet seconded the motion. Mayor Owen question if the cost was more for the residential billing to which Mr. Gsteiger indicated that it was. Councilperson Miller asked about the once a month reading and billing used a number of years ago to which Mr. Heaton indicated that the department did not have the staff to handle it. Before there were 1500 meters, the water department and the public works department would read all the meters in a week. Now the Town has approximately 1900 meters and only 4 water department employees to read them. The motion passed unanimously.

Councilperson Piquet noted that the public works crew had been doing a very good on the road maintenance. Mr. Hatch thanked Councilperson Piquet and indicated that he would pass this along to his crew.

III. Adjourned – Councilperson Piquet moved to adjourn the meeting at 3:20 p.m. Councilperson Holcombe seconded the motion and it passed unanimously.

Minutes approved by Town Council on _____, 2010.

Mayor

ATTEST:

Town Clerk

