

Minutes
Spruce Pine Town Council
Monday, May 8th, 2023

A meeting of the Town Council was held on May 8, 2023. Present were Mayor Darla Harding and Council Members James Acuff, Jackie Rensink, Larry McKinney, and Rocky Buchanan. Staff in attendance included Darlene Butler, Crystal Young, Michael Wood, Shelley Buchanan, Russell Lankford, Billy Summerlin, and Libby Phillips. Others attended, including Chad Donnahoo, Donnie Staton, Dori Settles, Phillip Hise, Lori McIntyre, Chase Thomas, Betsy Biega, Mandy Polly, and Lynn Holler.

CALL TO ORDER

Mayor Darla Harding called the regular meeting to order at 5:30 PM. Jackie Rensink gave the invocation. Larry McKinney led the Pledge of Allegiance.

APPROVAL OF AGENDA

Larry McKinney moved to approve the agenda as presented. Jackie Rensink seconded the motion, which carried unanimously.

APPROVAL OF MINUTES

Rocky Buchanan moved to approve the minutes of the regular meeting of April 24, 2023. James Acuff seconded the motion, which carried unanimously.

APPOINTMENTS

Mandy Polly, Director of the Mitchell County Chamber of Commerce, attended the meeting to update the Council on what's happening at the Chamber. She mentioned the Chamber continues with the "After Hours" initiative and are still holding "Lunch and Learns" every other month. She recently attended the Blue Ridge Rising Meeting, who's focus to bring more attention and people to often unnoticed smaller towns off of the Blue Ridge Parkway. She continues to work on the Outdoor Recreation Task Force and Healthy Communities Initiative. She noted that the shared offices are available for use at the Chamber office space and the conference room can be rented. Work has begun on the Mineral and Gem Festival coming up the first of August. The Chamber Board is currently narrowing down scholarship applications. They present scholarships to two Mitchell High School students each year. Mandy thanked the Council for their continued support of the Chamber.

PUBLIC COMMENT

Dori Settles presented a bag of trash she had picked up on Cabin Rd to the Council. She said she feels that area between the Valero and downtown should be patrolled more for littering and intoxicated individuals. It was mentioned by Council member James Acuff that Valero does not sell alcohol and Chief Bill Summerlin noted the trash pickup efforts in that area will continue.

DEPARTMENT UPDATES

Water & Sewer

- Donnie Staton presented his monthly Veolia report. Said report is incorporated by reference and attached to these minutes. Donnie noted that April was a great month for the water and waste water plants. He also shared that the new hires at both facilities are working out very well. He thanked the Council and Russell Lankford for making sure his department is in the best shape it has been in years.

Main Street

- Libby Phillips presented the Main Street Director's report for the month of April, which is incorporated by reference and attached to these minutes. Libby praised the volunteers and town employees for a wonderful Black Smith Festival. She shared that it was the best one in ten years. She said a special thank you to Darlene Butler, Parks and Rec Department, Spruce Pine Police Department, and Public Works for all of their help to make the festival a success. Libby ended her report with her resignation as of May 31st. She thanked the Council for their support over the years and says she is excited to start a new chapter in her life. Mayor Harding expressed her sincere appreciation for Libby's hard work and dedication for the last nice years and made it clear she will be missed.

Police Department

- Chief Bill Summerlin shared that this his last Council meeting before he officially retires next week. He thanked the Council and the staff for their support over the years and reiterates he is leaving the department in good hands and in good shape. He hopes the Town can come together in unity and love and work together for the common good.

Finance

- Finance Officer Crystal Young presented the third quarter financials through the end of April. She noted that 97.5% of property taxes have been collected to date. There has been progress made on delinquent taxes this year. She mentioned she will be attending the State Treasurers Conference virtually next month as well as the NC Capital Trust Management meeting. Crystal advised the Council she continues to move funds to the trust account to earn more interest.

Public Works

- Russell Lankford presented his department report for April. Said report is incorporated by reference and attached to these minutes.

Parks and Rec

- Michael Wood presented his directors report for April which is incorporated by reference and attached to these minutes. He also noted the pool will be open seven days a week this year and he will be doing pool season passes. He hopes the pool will be ready to open Memorial Day weekend. He is fully staffed and they are all very excited for the summer season in the parks. Michael ended by praising Libby and the volunteers on a successful Black Smith Festival and he also let Libby know he had enjoyed working with her and that she will be missed.

ACTION AGENDA

Jackie Rensink moved to provide water at outside rates with no annexation to Sean Hoppes at 8258 US 226 South Hwy. Larry McKinney seconded the motion, which carried unanimously.

Crystal Young presented Budget Ordinance Amendment #5 to the Council. Said amendment is incorporated reference and attached to these minutes. James Acuff moved to adopt Budget Ordinance Amendment #5. Jackie Rensink seconded the motion, which carried unanimously.

Darlene presented a request by the Spruce Pine Housing Authority to vote on a new board appointment. Mayor Harding and Darlene met with Salvador and Patty from the SPHA and discussed the appointment to the board and some other things they plan to meet on again in the coming weeks. Mayor Harding asked for the Council's consensus on appointing Kelly Honeycutt, Director of SafePlace to this board. It was the consensus of the Council to move forward with this appointment. Jackie shared her appreciation of Darlene and Mayor Harding looking into this request and meeting with the SPHA.

TOWN MANAGER


- ✓ Darlene has been in contact with Robert Stroupe with Moretz Paving and he hopes to be working on our streets soon as the temperature rises and asphalt plants get up and running.
- ✓ Darlene thanked Crystal and Michael for their hard work on the splash pad at Riverside Park. It is still planned to open Memorial Day weekend and Darlene plans to have a community Open House for the splash pad and new restrooms.
- ✓ The Black Smith Festival was great. Darlene attended and volunteered along with her husband and grandson.
- ✓ Darlene is hopeful to work on some requests for proposals for the Street Scape Program. There is an additional grant application we do not have an answer on yet. However, we can go ahead and start services for the plan itself.
- ✓ The fencing company will be starting on the fence at Brad Ragan Park soon for the dog park.
- ✓ The Storm Water Assessment and planning is still underway with work on the budget. Darlene has asked the HCCOG for a proposal on mapping and administration of the grant.
- ✓ The Land Use Plan Public Hearing will be held May 16th at 5:00pm.
- ✓ Russell Lankford and Darlene are meeting with Chris Graybeal with the NC Division of Water Infrastructure to show him around the water treatment plant and discuss grant funding.
- ✓ Darlene and the Spruce Pine Main Street Board will be working on a replacement for Libby. Darlene thanked Libby for her professionalism and friendship over the years and her hard work and dedication to Main Street.

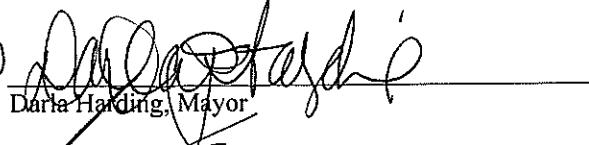
MAYOR/COUNCIL REQUESTS / COMMENTS

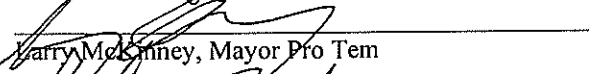
- Mayor Harding did not have any new information to report back after attending the Mitchell County Commissioners meeting concerning the Opioid Settlement. She stated they hope to have some numbers ready to discuss by September.
- Jackie Rensink thanked Libby for all of her hard work while Main Street Director.


ADJOURNMENT

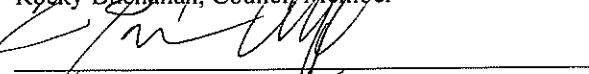
With no further business, the meeting was adjourned by motion of Rocky Buchanan at 6:40 PM.

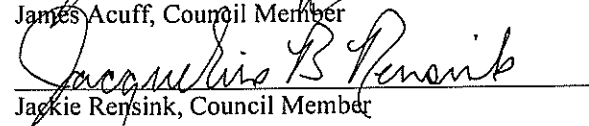

Shelley Buchanan, Town Clerk


Darla Harding, Mayor


Larry McKinney, Mayor Pro Tem


Rocky Buchanan, Council Member


James Acuff, Council Member


Jackie Rensink, Council Member

MONTHLY REPORT
OF THE
WATER AND WASTEWATER FACILITIES
SPRUCE PINE, NORTH CAROLINA



**PREPARED
FOR THE
TOWN OF SPRUCE PINE**

**REPORTING MONTH
APRIL 2023**



APRIL 2023 MONTHLY REPORT

SPRUCE PINE WATER/WASTE PLANTS

OPERATED BY VEOLIA NORTH AMERICA

WATER SYSTEM

The water plant, pump stations, and both wells operated in full compliance with all State and Federal rules for the month. The Water Plant collected six (6) bacteriological samples from the distribution system and all were clear. Beaver Creek Dam is full. SW services repaired one of the Mitchell High water pumps onsite. They have ordered parts to rebuild one of our overlook pumps onsite.

CAPITAL PROJECTS

The new pump that we ordered last July for summit avenue has still not arrived. I am keeping a check on it with our pump supplier.

KDT installed new turbidimeters at the water plant. This was on this year's budget list but had to be done early because one of the old ones failed.

PRODUCTION

	PRODUCTION MG	AVE GAL/DAY PRODUCTION MG	GALLONS USED TO BACKWASH FILTERS
Water Plant	33.2	1.12	780,000
Wells	3.9		

	WATER TURBIDITY
Raw NTU	1.94
Finished NTU	.03
Fed. Limit	.3

EFFLUENT CHLORINE RESIDUAL
1.54

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777

Tel. +1 828 765 3011

Fax +1 828 765 3013

www.veolianorthamerica.com



WASTEWATER

The wastewater plant and lift stations operated in full compliance with all State and Federal rules and regulations for the month.

Gerald Glenn came and pulled our digester float and staff cleaned out the blockage. He also came and helped us pull and clean carters ridge pumps three times during the month. We are working on a solution for this continuous problem.

CAPITAL PROJECTS

Both new sewer pumps that we ordered last year for the lower prison and beaver creek stations have been installed. The pumps that were replaced were sent back and rebuilt at one third of the cost of new ones. We have these pumps staged and ready to be installed when trouble arises. We also have a spare pump for the upper prison. These are three of our largest and most important sewer lift stations.

Kemp Inc. installed a return flow meter at the waste plant. This was from last year's budget list.

ANALYSES

	INF AVG MG/L	EFF AVG MG/L	% REMOVAL
BOD	209.6	2.03	99%
TSS	382.6	5.1	99%

OTHER CONSIDERATIONS

- Our new employees at the waste plant have completed wastewater school and are scheduled to take certification exams in June.

Respectfully Submitted,

Donnie Staton
Project Manager
Veolia North America

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777
Tel. +1 828 765 3011
Fax +1 828 765 3013

www.veolianorthamerica.com

Spruce Pine Main Street Directors Report

PR- The festival was a huge success. We had 10 new vendors this year! Thanks to all that participated and volunteered. This was the biggest event we have had since I have been here. I am still getting invoices in but we have brought in the most money ever for merchandise, sponsors and vendor fees ever. I did go ahead and order signs and additional items for next year's event. We will go ahead and get the movies scheduled and get the sponsor banner made this month. Mosaic Mondays began today. And we have a performance scheduled with Toe River Arts TAPS program on May 20th at 11:30 am.

D&B- Thanks to everyone who came out and helped for town clean up. In lieu of the clean-up and festival, we did not meet. Pots were planted, brush cleared and shrubs trimmed. The wayfinding sign at the end of the bridge has been restriped with new vinyl. Bridge bids are in your packet. If you have any questions, please get with me after the meeting. Darlene and I will be working with DOT to get his project on the prioritization list. Waiting to hear back from a few grants for this and other projects.

ERC- Chill re-opened as Bangkok Station and has updated menu, prices and will be serving liquor soon. Southwest Trading's last day was April 29th. Keen Outdoors has announced they will be expanding into the Southwest building as Burnette's Country Store. They will be adding furniture, kitchen wares, and much more to their line, similar to a mini- Mast General. L&L Furniture will be expanding into the old Keen location selling the Amish furniture there. Leighton will begin phase 2 of the Wellborn's building, adding plumbing, electric and sheetrock. I showed the Landslide Market property to a potential buyer. Bueno Blend has opened back up.

Organization- We received our 2022 accreditation paperwork last week. We have a site visit with NCMS next month.

May 31st will be my last day at Spruce Pine Main Street. I have tendered my resignation to move on to other ventures. I am proud of all the positive things we have accomplished in the last decade. I am leaving the organization in good shape for the next director and am 100% confident the board of directors and new director will continue to move the program forward. Thank you for all your support of our programs and plans.

Town of Spruce Pine Financials
Ending April 30th, 2023
4th Quarter
FY 2022-2023



2022-2023 Budget Figures				
		2022-2023	Y-T-D April 30th,	
		Budget	2023	Percent
General Fund Revenue				
Levied Taxes and Penalties		\$1,469,500	\$1,583,833	107.8%
Local Sales Tax		\$701,100	\$662,420	94.5%
Franchise Taxes		\$285,000	\$209,995	73.7%
Powell Bill		\$80,000	\$88,453	110.6%
Interest Earned		\$55,500	\$87,043	156.8%
Recreation Park Revenue		\$26,000	\$11,063	42.5%
Revolving Loan Repayments		\$7,500	\$5,750	76.7%
Misc Income		\$80,015	\$32,544	40.7%
Grants		\$2,215	\$2,215	100.0%
Fund Balance Appropriated		\$0	\$0	
General Fund Revenue		\$2,706,830	\$2,683,322	99.1%
General Fund Expenditures				
Governing Body		\$22,682	\$15,678	69.1%
Total Administration & Finance		\$275,520	\$202,119	73.4%
Cost of Elections		\$0	\$0	0.0%
Tax Collections Fees		\$5,000	\$3,838	76.8%
Economics		\$158,728	\$92,837	58.5%
Total Public Building & Facilities		\$89,630	\$83,524	93.2%
Fire Department		\$159,000	\$119,135	74.9%
Building Inspections		\$28,500	\$21,325	74.8%
Police Department		\$1,012,726	\$861,136	85.0%
Public Works		\$199,760	\$128,232	64.2%
Powell Bill		\$129,295	\$59,302	45.9%
Sanitation		\$83,909	\$63,917	76.2%
Parks & Recreation		\$343,242	\$313,181	91.2%
Library		\$111,577	\$85,957	77.0%
Trac Grant		\$5,000	\$5,000	100.0%
Cemetery		\$36,850	\$28,989	78.7%
Contingency		\$45,411		
Total General Fund Expenditures		\$2,706,830	\$2,084,170	77.0%
<i>Excess (deficiency) of revenue over Expenditures</i>		\$0	\$599,152	

Town of Spruce Pine Financials
Ending April 30th, 2023
4th Quarter
FY 2022-2023



	<u>2022-2023</u>	<u>Y-T-D April 30th,</u>	
	<u>Budget</u>	<u>2023</u>	<u>Percent</u>
<u>2022-2023 Budget Figures</u>			
<u>Water & Sewer Fund</u>			
Charges for Water	\$1,594,000	\$1,324,698	83%
Charges for Sewer	\$1,064,000	\$957,117	90%
Water & Sewer Taps	\$3,000	\$31,071	1036%
Water & Sewer Interest	\$5,250	\$3,986	76%
Misc Revenues	\$409,606	\$431,103	105%
Retained Earnings Appropriated	\$0	\$0	0%
Water & Sewer Revenue	\$3,075,856	\$2,747,976	89%
<u>Water & Sewer Expenditures</u>			
Water & Sewer Debt	\$94,383	\$62,720	66%
Water & Sewer Administration	\$1,264,918	\$976,616	77%
Water Expense	\$861,983	\$803,760	93%
Sewer Expense	\$582,377	\$488,959	84%
Contingency	\$272,195		
Water & Sewer Expenditures	\$3,075,856	\$2,332,056	76%
<i>Excess (deficiency) of revenue over Expenditures</i>	\$0	\$415,920	

Town of Spruce Pine
 Analysis of Current Year Tax Levy
 04/30/23
 excluding vehicle taxes

	Property Valuation	Town-wide Rate	Amount of Levy
Original levy:			
Real property	58,626,070	\$0.46	
Building property	260,098,900		
Personal property	54,373,712		
Public service companies	17,849,971		
Penalties			
Exemptions	84,627,243		
	<u>306,321,410</u>		<u>1,409,078.49</u>
 Discoveries:			
Current year taxes	3,035,829		13,964.81
<i>Rounding</i>			<i>0.43</i>
Prior year taxes	<u>10,446,634</u>		<u>53,277.83</u>
	<u>13,482,463</u>		<u>67,243.07</u>
 Abatements			
Min Bill	28,021		128.90
Releases (Curr)	580,093		2,668.42
Releases (Prior)	111,238		
 Total property valuation	<u><u>308,749,125</u></u>		
 Net levy			<u><u>1,420,246.41</u></u>
 Uncollected taxes at			<u>36,036.49</u>
 Current year's taxes collected			<u><u>1,384,209.92</u></u>
 Current levy collection percentage			<u><u>97.5%</u></u>

Town of Spruce Pine Monthly Report

April 2023

Public Works Department

Work Order Summary for April 2023:

Unlock and turn on meter 17

Turn off and lock meter 15

Brush 46

Leaves 0

Locates 17

New Meters 6

Meter Checks 18

White Goods 1

Cardboard (weekly)

Water Leaks 3

Sewer Leaks 2

Water Taps 2

Sewer Taps 2

Graves 1

Unstopped culverts/ditches 5

Removed Trees from road 3

April Misc. work summary:

We helped Main Street get ready for the festival by:

1. We moved two sets of bleachers from the park to lower street
2. We moved in all the stuff needed to block off all the roads
3. We hung extension cords at several locations
4. We fixed the flush valve in the women's bathroom
5. We replaced the flag
6. We picked up several piles of brush, rocks etc..
7. We turned the flags from facing inward to outward on the bridge poles.
8. We put backflow preventers on the yard hydrants
9. We also put new covers on a couple electrical boxes

We installed 140 feet of 4-inch PVC sewer pipe from the new bathroom at Riverside and tapped it to our line.

We installed 40 feet of 4-inch PVC sewer line from the splash pad and tapped it to our line.

We finished the 208 Oak Avenue job which was a 9-meter manifold we built and a fire line. We installed a box around it. All we lack is actually putting the meters in when they mark what units they go to. They put in a new backflow preventer also.

We either installed or repaired speed bumps on Hilltop, English, Valley and Sunnybrook.

We patched the road in two places on oak avenue in front of Mabels and Mayland Armature. We also patched some on Willis Street. We also patched where we had a leak at the hospital and painted back the handicap sign.

We stood the tree that had fell over at the redlight up and dug the hole deeper. Harding's planted it in the ground better.

We replaced the hardware on the Cemetery flag pole.

We painted the ADA ramps at the intersection of Crystal and Oak Avenue.

The Pine Run Ridge water line was approved by the DOT. It is installed and up and running.

On 4-6-23 we did a directional flush and pushed the brown water from Burleson Hill out to Walmart. This moved the brown water slowly out of our system.

The cross-connection program is up and running. I have been to 19 of the locations. I did the ones that had health hazards first. I have found 15 devices so far. The others were notified they had 120 days to have the proper device installed. So far people have been understanding of the importance of this program. I gave the state an update this week and that satisfied what they ask for on the sanitary survey.

Russell Lankford

Public Works Director



Parks and Recreation Department

Office (828)765-3012

Cell (828) 385-2179

Town of Spruce Pine Board Meeting

May 8th 2023

General Park Maintenance

- Morning and Night check list completed each day
- Trash pick-up in town
- Mowing and weed eating

Brad Ragan Park

- Both playgrounds have been completed
- New French drain being installed in the bottom parking lot
- New lights have been installed at the tennis courts
- Next week Rec, baseball and softball will be finished
- Restrooms are open

Riverside Park

- Splash pad has been poured
- Harris baseball will end this week

Shelter Reservations

- New Shelter Reservation boards have been installed
- Next Board meeting will be able to report on the weekend usage for the month of May

Pool

- Cover is off the pool
- Daily cleaning of the pool and equipment
- Started to fill the water back in the pool and start the pump

Town

- Blew off sidewalks and picked up trash
- Worked Blacksmith Festival
- Helped with LL furniture Wednesday Worship night

Other Business

- Attended Mitchell High Career Day
- New staff being hired for lifeguard



TOWN OF SPRUCE PINE, NORTH CAROLINA
BUDGET ORDINANCE AMENDMENT # 5

BE IT ORDAINED by the Town Council of the Town of Spruce Pine, North Carolina that the following amendment be made to the annual budget ordinance for fiscal year ending June 30th, 2023

SECTION 1: To amend the General Fund, the appropriations are to be changed as follows:

<u>Acct. No:</u>	<u>Current</u> <u>Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed</u> <u>Appropriation</u>
Public Buildings				
10-500-15 Building & Grounds Maintenance	\$ 19,000.00		\$ 16,386.00	\$ 35,386.00
Police				
10-510-03 Separation Allowance	\$ 12,803.00		\$ 1,551.00	\$ 14,354.00
Powell				
10-570-25 Sidewalks	\$ -		\$ 5,000.00	\$ 5,000.00
Sanitation				
10-580-45 Contracted Services	\$ 83,909.00		\$ 3,000.00	\$ 86,909.00
Parks & Recreation				
10-620-02 Salaries	\$ 101,765.00		\$ 35,000.00	\$ 136,765.00
10-620-05 FICA	\$ 7,786.00		\$ 2,700.00	\$ 10,486.00
10-620-15 Building & Grounds Maintenance	\$ 14,500.00		\$ 10,050.00	\$ 24,550.00
10-620-76 Brad Ragan PARTF Grant	\$ 100,000.00		\$ 50,000.00	\$ 150,000.00
			\$ -	\$ -
	<u>\$ 339,763.00</u>	<u>\$ -</u>	<u>\$ 123,687.00</u>	<u>\$ 463,450.00</u>

This will result in a net increase of \$123,687.00 in the appropriations of the General Fund.
As a result, the following revenue will be increased or decreased. This revenue has been or will be received.

<u>Acct. No:</u>				
10-301-21 2021 Taxes	\$ 5,000.00		\$ 50,000.00	\$ 55,000.00
10-301-22 2022 Taxes	\$ 1,345,000.00		\$ 45,000.00	\$ 1,390,000.00
10-329-00 Interest on Investments	\$ 55,500.00		\$ 28,687.00	\$ 84,187.00
			\$ -	\$ -
	<u>\$ 1,405,500.00</u>	<u>\$ -</u>	<u>\$ 123,687.00</u>	<u>\$ 1,529,187.00</u>

SECTION 2: To amend the Enterprise Fund, the appropriations are to be changed as follows:

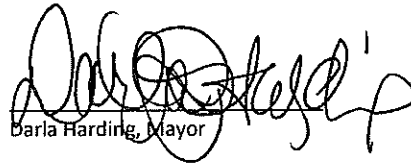
<u>Acct. No:</u>	<u>Current</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed</u>
	<u>Appropriation</u>		<u>Appropriation</u>	
Water				
30-811-18 Distribution System Maintenance	\$ 120,000.00		\$ 40,000.00	\$ 160,000.00
30-811-33 Water Chemical Supplies	\$ 92,000.00		\$ 5,000.00	\$ 97,000.00
30-811-74 Capital Outlay	\$ 195,932.00		\$ 50,000.00	\$ 245,932.00
Sewer				
30-812-18 Collection System Maintenance	\$ 97,000.00		\$ 30,000.00	\$ 127,000.00
30-812-33 Sewer Chemical Supplies	\$ 25,000.00		\$ 5,000.00	\$ 30,000.00
Water & Sewer				
30-900-99 Contingency	\$ 272,195.00	\$ 130,000.00		\$ 142,195.00
				\$ -
	<u>\$ 802,127.00</u>	<u>\$ 130,000.00</u>	<u>\$ 130,000.00</u>	<u>\$ 802,127.00</u>

This will result in no net increase in the appropriations of the Enterprise Fund.

SECTION 3: Copies of this budget amendment shall be furnished to the Town Clerk, the Town Manager, and the Finance Officer for their implementation.

Adopted this the 8th Day of May, 2023


Shelley Buchanan, Town Clerk


Darla Harding, Mayor