



Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 28777
Monday, November 10, 2025
5:30 PM



AGENDA

I. CALL TO ORDER – MAYOR PHILLIP HISE:

- A. Roll Call
- B. Notification and Posting of the Agenda
- C. Pledge of Allegiance (Wayne Peight)
- D. Invocation (Mayor Hise)
- E. Approval of Minutes (10/27 regular)

II. PUBLIC COMMENT

Public comments are limited to 3 minutes. This time is provided to share general thoughts with the Town Council. Individuals who desire to make a public comment must complete the sign-in sheet made available at each meeting and speak at the lecture (unless physically unable).

III. PRESENTATIONS – (Dept Updates)

- A. Finance
- B. Police Dept
- C. Water and Sewer
- D. Public Works
- E. Main Street
- F. Parks and Rec

IV. ACTION ITEMS

V. MANAGER'S REPORT

VI. MAYOR/COUNCIL REQUESTS OR COMMENT

VII. ADJOURNMENT



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I. **CALL TO ORDER:**

Mayor Hise called the meeting to order at 5:30 pm

A. Roll Call:

Mayor Hise requested a roll call. Marsha Hoilman, Town Clerk, conducted roll call for Councilmembers Peight, Buchanan, Holmes, Rensink, and Mayor Hise. All were present.

B. Notification and Posting of the Agenda:

Proper notification and posting of the agenda were acknowledged.

Councilman Buchanan motioned to approve the agenda, and Councilwoman Holmes seconded the motion; the council then adopted the agenda. Motion passed 5/0.

C. Pledge of Allegiance:

Mayor Hise led the Pledge of Allegiance.

D. Invocation:

Councilman Buchanan led the Invocation.

E. Approval of Minutes (10/13, Regular & Closed Session)

The council reviewed the minutes of the Regular meeting as presented.

Councilwoman Rensink motioned to approve, and Councilwoman Holmes seconded. Motion approved and motion passed 5/0

The council reviewed the minutes of the closed session held on October 13th.

Councilwoman Holmes motioned to approve, and Councilwoman Rensink seconded the motion. Motion passed 5/0.

II. **PUBLIC COMMENT:**

Public comments are limited to 3 minutes. This time is provided for the Town Council to share general thoughts. Individuals who desire to make a public comment must complete the sign-in sheet made available at each meeting and speak at the lecture (unless physically unable).

No Public comments were made



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III. PRESENTATIONS:

Hunt, Guillot & Associates (HGA)- Tyson Hackenberg. FEMA projects Update
Tyson has been a big help to our town and gave a nice overview of funding. He says that the arguments have now turned into discussions.

Our Council members were happy with the report given. Tyson was thankful for everything that had been done for our town.

He gave the following updates:

Total Estimated FEMA Eligible: 65 Projects (Current) \$70,864,595

Total FEMA Eligible, in development: 33 Projects (Current) \$54,804,926

Total FEMA Eligible, in Final Review: 14 Projects (Current) \$5,347,638

Total FEMA Eligible, Funded: 18 Projects (Current) \$10,712,031

At State, available for future reimbursement: (Current) \$4,895,029

At State, Payment Pending: (Current) \$611,083

Paid by State: (Current) \$5,205,918

IV. ACTION ITEMS:

A. RFQ - Pedestrian Bridge: Discussion and approval to authorize staff to negotiate a contract with Mattern & Craig Engineers & Surveyors or, as an alternative, with Kimley Horn Engineers, for the reconstruction of the Downtown Pedestrian Bridge.

Staff released a Request for Qualifications for design and engineering services for the Downtown Pedestrian Bridge, which was destroyed by Helene. The Town received a total of four responses from qualified applicants.

The Town, along with assistance from a 3rd party consulting firm, reviewed the qualifications using the following criteria:

- The firm's ability to do the proposed work
- Specialized Experience (work history in similar/related projects)
- Design Lead Competence
- Other proposed personnel competence
- Time/budget capability



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- Bidding and CA experience with similar funding sources
- Veteran/Women/Minority owned

After careful consideration and ranking of the four respective bids, the staff is requesting Council to approve authority to the Town Manager to negotiate a contract with Mattern & Craig Engineers and Surveyors as the initial bid recipients or with Kimley Horn as an alternate recipient, should terms not be met with Mattern & Craig.

Councilman Peight motioned to approve, and Councilman Buchanan seconded the motion. The motion passed 5/0.

B. Helene Contracts above \$30,000: Discussion and approval to allow staff to finalize six (6) pending contracts related to Helene disaster recovery.

On September 27, 2024, Spruce Pine was devastated by Tropical Storm Helene, resulting in mass damage throughout the Town and to the town's infrastructure. As a result, staff and Town officials were required to make a variety of construction and supply decisions under emergency and exigent circumstances. As such, the Town is retroactively finalizing and securing agreements and contracts. The following is a summary of pending contracts above the Town Manager's monetary threshold that will need approval:

Blue Ridge Standby Power- Contract Amount: \$33,482.94, Related Work: Electrical work, generator repair, etc., to pump and lift stations as a result of Helene's damage.

In-Water Services- Contract Amount: \$35,017.00, Related Work: Dive team to check the dam and replace screens at the reservoir, as well as N. Tow Intake for inspection and repairs.

Moretz Paving- Contract Amount: \$55,860.00, Related Scope: General repairs and road work related to storm damage.



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STAT Incorporated- Contract Amount: \$48,820.00, Related Work: Environmental services related to temporary repairs to wastewater treatment operations.

Staton Trucking- Contract Amount: \$31,566.82, Related Work: Gravel supply and pad work for mobile office trailer at the Water Treatment Plant

Veolia - Amended Contract Amount: \$1,060,891.00, Related Work: This would be an amendment to the existing operations contract with Veolia, amended to account for emergency and exigent work on a damaged and modified wastewater treatment facility.

Request: The Council is requested to grant authority to the Town Manager to retroactively secure and execute the above-mentioned contracts for work already performed.

Councilman Buchanan motioned to approve, and Councilwoman Rensink seconded the motion. Motion passed 5/0.

C. Resolution 2025.007: Resolution to Approve Disaster Recovery Memorandum of Agreement with North Carolina League of Municipalities.

Staff have requested the services of the North Carolina League of Municipalities in the areas of financial evaluation, accounting assistance, and cybersecurity assessment. The League will assist the town in a review of its financial practices and cybersecurity strength. As part of the evaluation, the League is providing tenured financial training to staff. These services will be offered free of charge to the Town and is made possible by grant resources from the NC League and Office of State Budget Management (OSBM).

The attached Resolution in the meeting packet (Resolution 2025.007) will be required to solidify the above services.

Councilman Peight motioned to approve, and Councilwoman Holmes seconded the motion. Motion passed 5/0.



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V. MANAGER'S REPORT:

Town Manager Daniel Stines gives the following updates:

Public Services Skid Steerer arrived today.

We are back to leaf pickup. We ask that individuals separate the leaves from the brush piles. Residents can call in work orders and request collection, and staff will forward them to Public Services to assist customers with removal.

The Old Crow Medicine Show went well. It was a good-sized event.

We are hoping to hear from the Small Biz Grant next month to see if we get the grant.

We are at full capacity at Town Hall, and we have been rearranging the office to make office space for the building inspection/code/zoning department. The position was advertised last Monday.

Met with HCOG about the EDA Grant of 5 million. The grant has been submitted. The grant will be for the installation of two additional water towers, one will be in the Grassy Creek area and the other will be at Roger's Street above the cemetery. These much-needed towers will be good for the town, helping sustain for additional growth as well resolve pressure issues that some customers are experiencing.

Easements are being finished for the Hwy 226 waterline project soon and we are wrapping up the Downtown Streetscape Masterplan. The new plan will be on the Town's website once complete.

VI. MAYOR/COUNCIL REQUESTS OR COMMENTS:

Congressman Chuck Edwards will be here next Thursday for a 1245 lunch. DT's will be catering the event. It will be located at the Quartz Corp Board Room on the lower floor in The Ebon Concepts Building. The council meeting for November 24th will be cancelled.



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VII. ADJOURNMENT:

Mayor Hise motioned for Adjournment at 6:09pm.



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ATTEST:

Marsha Hoilman, Town Clerk

Phillip Hise, Mayor

Rocky Buchanan, Mayor Pro Tem

Beth Holmes, Council Member

Wayne Peight, Council Member

Jackie Rensink, Council Member