

BURNSVILLE TOWN COUNCIL
AGENDA
Special Meeting - Thursday, February 5, 2026, 6pm
Burnsville Town Hall

1. Adoption of Agenda
2. Public Comment
3. Consideration of Minutes
 - a. Special Meeting held on January 8, 2026
 - b. Closed Session held on January 8, 2026
4. Public Hearings
5. Presentations
 - a. American Red Cross, Joe & Karen Ventrice
6. Manager's Update - Heather Hockaday
 - a. Project updates
 - i. ARPA
 - ii. 118 N. Main renovation
 - iii. Lead Service Line - Consider McGill contract amendment
 - b. Consider Toe River Regional Hazard Mitigation Plan Resolution
 - c. Tax Report
 - i. Consider a resolution to advertise delinquent taxes
7. Clerk's Update
 - a. Consideration of annual Town sponsored events on the Square
 - b. New requests for road closure
 - c. Planning Board Alternate
8. Department Updates
 - a. Public Works - Shane Dale
 - b. Finance - Leslie Crowder
 - i. Budget vs. Actual, previously provided to Council
 - ii. FEMA update
 - c. Fire Department - Niles Howell
 - d. Police Department - Brian Buchanan
 - e. Zoning/Code Enforcement/Flood Plain Administration - Brian Buchanan
 - e. Burnsville Town Center - Corbin Cooper
9. Council Members' Reports
10. Updates from Advisory Boards and Non-Profits
 - a. Yancey/Burnsville Chamber of Commerce
 - b. High Country Council of Governments
11. Closed Session
12. Next Town Council Meeting - Regular meeting on March 5, 2026
13. Adjourn

BURNSVILLE TOWN COUNCIL
Special For Regular Meeting - Thursday, January 8, 2026, 6pm
Burnsville Town Hall

On Thursday, January 8, 2026, at 6pm, the Burnsville Town Council with Mayor Russell Fox and Councilors Judy Buchanan, Randy Ollis, and Bill Wheeler present, held a regular meeting at the Burnsville Town Hall located at 2 Town Square. Denise Collier was unable to attend. Also in attendance were Town staff members Heather Hockaday, Brian Buchanan, Leslie Crowder, Niles Howell, Chad Fox, and Corbin Cooper. Mayor Fox called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct regular business for the month of January 2026.

Adoption of the agenda - Randy Ollis moved to adopt the agenda. Judy Buchanan seconded the motion, which carried. All were in agreement.

Public Comment

- Danny McIntosh thanked Town Auditor Sharon Gillespie for all that she had done for the Town. He said that he is grateful for the new fire hydrant near his house and the new fire truck, then commended Fire Chief Howell for his accomplishments. He mentioned the sad circumstances surrounding Greg Biffle after his help during the Helene recovery. He also expressed appreciation to Chamber President Natalie Gideon and Town Manager Heather Hockaday for attending a hearing on a potential Advent Health hospital in Weaverville.

Councilor Randy Ollis pointed out to everyone that Danny McIntosh and his wife Sharon had both retired recently and wanted to thank them for their service to the community.

Consideration of Minutes - Minutes from the organizational meeting and regular meeting held on December 4, 2025 were considered. Judy Buchanan made a motion to approve the minutes as read. Bill Wheeler seconded the motion, which carried. All were in agreement.

Public Hearings - There were none.

Presentations - Audit presentation - Auditor Sharon Gillespie began by acknowledging her fourteen year working relationship with the Town of Burnsville, saying that the industry is shifting in a way that makes it more difficult for smaller firms. She will no longer do the Town audit but is hopeful to help the Town in some capacity in the future.

She began a review of the Main Audit Opinion consisting of the overall financial statements saying that they were free from material misstatement. She then reviewed the Management Discussion and Analysis which summarizes the entire document. Changes in fund balance, FEMA related changes, several grants, and other revenues and expenses were reviewed.

Overall, Mrs. Gillespie said that the year was consistent with other years except for Hurricane Helene and FEMA related changes. She was impressed with the increase in the tax collection rate and said that there were no findings or budget violations, a very good year from an audit perspective. She appreciated the confidence that the Town has had in her firm for so many years.

Manager's Update - Town Manager Heather Hockaday

1. Project updates
 - a. ARPA
 - i. Bolens Creek Raw water line - Mrs. Hockaday said that the line has been laid and will be tied-in soon.

- ii. Main Street Water Lines, Contract A - Mrs. Hockaday, who attended recent progress meetings, said that work has begun on the lateral tie-ins but the project ran into a delay when a concrete culvert had to be worked around. Paving should follow soon in some areas. She expects another full crew to begin work on the east end of Main Street in about three weeks.
 - iii. Main Street Water Lines, Contract B - Crews made a large tie-in near Glendale but supply chain issues have created a delay with equipment for the Shepard Way Pump Station. A revised schedule will be available soon.
 - iv. East Main Sewer Interceptor - A progress meeting with contractor Cajenn Construction will take place next Tuesday.
- b. 118 N. Main Public Works/Police building renovation - Mrs. Hockaday met with the architect and contractor earlier in the day and presented a December Progress Report with photos to the Council. Contractors are glad to have the structural issues behind them. Mrs. Hockaday said that even as extensive as the renovation is, it will still be only 1/3 of what a new build would cost, given today's high cost of supplies.
 - c. Stream Daylighting - Mrs. Hockaday said that the project is essentially done, with only work on the culvert remaining.

2. New Grants

- a. Two SRF/Helene grants from DEQ - Mrs. Hockaday presented information on a new \$4.8 million grant for a sewer infrastructure repair project on Hickory Lane and Glendale Avenue. Another \$8.2 million grant will fund a relocation of the 12-inch water line under the 19E bypass from Pensacola Road to Shoal creek. The Yancey County Government was also awarded funds to make repairs to the East Yancey Waste Water Treatment Plant which the Town will eventually take over. She thanked Yancey County for their continued commitment to rehabbing both WWTPs.
 - b. USEDA grant application update - The High Country Council of Governments is working on an application, a preliminary engineering report has been prepared, and the County is helping with letters of support for the grant. Dogwood Health Trust has also pledged a 20% match. EYWWSO would be the co-applicant on the project for the expansion and interconnection of the plant.
 - c. Two Helene grants from OSBM - The NC Legislature allowed funding for those with damage from Helene that may not qualify for FEMA. The funds would go towards the Bakers Creek Pump Station project and the Raw Water Line relocation and upsizing project.
 - d. Grant from William G. Pomeroy Foundation - The \$2050 grant, written by Laveina Burnette, would help install a John Bailey dedication marker on the Burnsville Town Square.
3. Resolution to Approve Disaster Recovery Memorandum of Agreement with the NC League of Municipalities - Mrs. Hockaday explained how the MOA would help with compliance and that Parker Poe, engaged and paid for by the NCLM, will provide legal representation and free advice on the matter. Judy Buchanan moved to approve *Resolution No: 2026.01.08.01* approving the disaster recovery MOA with the NC League of Municipalities and the Parker Poe agreement, and to authorize the Mayor and Town Manager to sign them. Bill Wheeler seconded the motion which carried. All were in agreement.

4. Bakers Creek Pump Station repair from Helene Engineering Agreement - Randy Ollis moved to approve the Agreement for Engineering Services with McGill Associates on the Bakers Creek Pump Station repair project and authorize the Manager to sign it. Bill Wheeler seconded the motion, which carried. All were in agreement.
5. Tax Report - Mrs. Hockaday presented a tax report noting that 87.44% of the levy had been collected.
 - a. Resolution authorizing the abatement of penalties & interest on an ad valorem tax bill - The issue at 18 Bennett Street came to the Town's attention when a bill was requested by the owner but had never been on the tax scroll that comes from the County. The owner will be paying the taxes missed since 2022 by a clerical error but requested to not be penalized. Judy Buchanan moved to approve a *Resolution Authorizing The Release And Abatement Of Penalties And Interest On An Ad Valorem Tax Bill Pursuant To NCGS 105-381* for 18 Bennett Street. Bill Wheeler seconded the motion, which carried. All were in agreement.
 - b. Resolution approving tax exclusion - The County granted the qualifying exclusion for the elderly or disabled in December. Mrs. Hockaday informed the Council that since the County approved the qualifying exclusion, the Town should also. Randy Ollis moved to approve Resolution No:2026.01.08.03 approving the ad valorem property tax exemption for 190 W. Blvd. Judy Buchanan seconded the motion which carried unanimously.

Clerk's Update - Town Clerk Chad Fox

1. Petition requesting voluntary annexation - The Council discussed the feasibility of annexing the Wheeler Hills property owned by Samaritan's Purse. Bill Wheeler moved to not proceed with annexation. Judy Buchanan seconded the motion, which carried. All were in agreement.
2. Planning Board alternate vacancies - Clerk Fox explained that outgoing board members Rick Gierloff and Greg Yuziuk are willing to join the Planning Board as alternates and that there were no other applicants. Alternatives Jeanne Martin and Martin Stankus will fill the two open board seats. Judy Buchanan moved to appoint Rick Gierloff and Greg Yuziuk as alternates to the Planning Board. Mayor Fox seconded the motion which carried unanimously.

Department Updates

1. Public Works - Public Works Director Shane Dale was unavailable due to an illness in the family.
2. Finance - Finance Officer Leslie Crowder
 - a. A budget versus actual and overtime report was previously provided to Council.
 - b. Budget amendments - Mrs. Crowder presented Budget Amendment #4 recognizing revenues from the sale of a police car, a grant for the new Bailey marker, and expenses for a police incinerator and road repairs at the Pine Swamp WWTP. Judy Buchanan moved to approve *Budget Amendment #4 FY: 25/26*. Randy Ollis seconded the motion which carried. All were in agreement.
 - c. FEMA projects - Mrs. Crowder presented a list of current projects and updated the Council on funds received.
 - d. RFP for Audit services - Judy Buchanan moved to approve sending out the RFP for audit services. Bill Wheeler seconded the motion, which carried unanimously.

3. Fire Department - Fire Chief Niles Howell and talked about the new truck, saying it will be equipped and in service soon. He said that the annual air pack testing has been completed and presented a call summary with 522 calls for the year, the most ever. The Council agreed to re-appoint Randy Banks and Robert Byrd to the Firemans Relief Fund.
4. Police Department - Police Chief Brian Buchanan presented an activity log.
5. Zoning/Code Enforcement - Zoning Administrator Brian Buchanan discussed a new project going up near the old Mary Janes restaurant.
6. Burnsville Town Center - Town Center Manager Corbin Cooper said that bookings have been consistent and coming in fast for the new year.

Council Members Reports

Updates from Advisory Boards and Non-Profits

- Yancey/Burnsville Chamber of Commerce - Chamber Director Juliana Walker discussed recent events, attending the Advent Health public hearing, a cook book fundraiser, and the 70th annual Crafts Fair which will have a greater focus on local. She said that the Chamber is beginning to partner with businesses on lower cost promotions for members.
- High Country Council of Governments - Bill Wheeler gave an update about a recent meeting and a focus on the lack of recycling services.

Closed session - Judy Buchanan moved to enter closed session pursuant to NCGS 143-318.11(a)(5)(i) at 6:58pm.

Closed Session

Leave closed session and reenter open session - Judy Buchanan moved to leave closed session and enter open session at 7:40pm. Randy Ollis seconded the motion which carried unanimously.

Action following closed session - Judy Buchanan moved to authorize the Mayor to negotiate with the property owners an agreement to purchase some portion of nearby parking areas. Bill Wheeler seconded the motion. All were in agreement.

Next Town Council Meeting - Regular meeting on February 5, 2026 at 6pm.

Adjourn - With there being no further business, Randy Ollis moved to adjourn the meeting at 7:41pm. Judy Buchanan seconded the motion, meeting adjourned.

J. Chad Fox, Town Clerk

T. Russell Fox, Mayor

RESOLUTION
ADOPTING THE TOE RIVER REGIONAL
HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of Burnsville, located within Yancey County, North Carolina are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to drought, extreme heat, hailstorm, hurricane and tropical storm, lightning, thunderstorm wind/high wind, tornado, winter storm and freeze, flood, hazardous material incident, and wildfire; and

WHEREAS, Town desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Article 5, Section 160D-501 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000, as amended, states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS the Town of Burnsville has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations and at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management, and that the plans have been updated in accordance with federal laws including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; the National Dam Safety Program Act, as amended; as required under regulations at 44 CFR Part 201, and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management; and

WHEREAS, it is the intent of the Mayor and Councilors of the Town of Burnsville to fulfill this obligation in order that the Town and County will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County and or the Town;

NOW, THEREFORE, be it resolved that the Burnsville Town Council hereby:

1. Adopts the Toe River Regional Hazard Mitigation Plan.
2. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this the _____ of February, 2026.

T. Russell Fox, Mayor
Town of Burnsville

Attest:

J. Chad Fox, Town Clerk

Certified by: _____ (SEAL)

Date: _____

RESOLUTION: _____

RESOLUTION ORDERING THE ADVERTISING OF DELINQUENT REAL ESTATE PROPERTY TAX LIEN

WHEREAS, N.C. Gen. Stat. § 105-369(a) requires that a municipal tax collector report to the governing body the total amount of unpaid taxes for the current fiscal year (2025) that are liens on real property; and

WHEREAS, upon receipt of said report, pursuant to that same statute, the governing body must order the tax collector to advertise the tax liens; and

WHEREAS, the Town of Burnsville Tax Collector has reported to this Council the total amount of unpaid taxes for the current fiscal year that are liens on real property.

NOW THEREFORE BE IT RESOLVED by the Burnsville Town Council as follows:

1. That the Town Tax Collector, Heather Hockaday, is hereby ordered to advertise the tax liens by posting a notice of the liens at the Town Hall and by publishing each lien at least one time in one or more newspapers having general circulation in the taxing unit, in conformity with N.C. Gen. Stat. § 105-369.
2. That this resolution be effective upon adoption.

Adopted this 5th day of February 2026.

ATTEST:

BURNSVILLE TOWN COUNCIL

J. Chad Fox, Clerk

BY: _____
T. Russell Fox, Mayor

2026 Events on the Square for Council Approval

(Community Promotions Funding Guidelines: The Town of Burnsville recognizes and supports programs and organizations that promote history, art, education, agriculture and economic development in the Town as areas of interest.)

Traditionally Sponsored Events on the Square

- Fit Families 5k, PATH - 5/2/26
 - Road closure, Saturday 8am-11am
- PATH's Sizzlin' Summer Series, 11 dates throughout summer
 - Road closure - Bike & Wheels, Saturday 8:45am-11:15am
 - Road closure - Back to School, Saturday 10am-2pm
 - Stage
- Independence Day Celebration
 - Entertainment, stage
- Mt. Mitchell Crafts Fair, Chamber - 8/6 - 8/8
 - Stage & Road closure - Thursday 2pm - Saturday 7pm
- Old Timey Fall Festival, 9/26/26
 - Stage & Road closure - Saturday 7am-6pm
- Mt. Mitchell Toy Run, Dennis Wilson
 - Stage
- Trick or Treat Main Street, Chamber - 10/31/26
 - Road closure - Friday 3:30pm-7pm
- Merry Main Street 12/11/26
 - Road closure - Friday 5pm-9pm

New Events/requests

- Jeepin' to the Hollers – 5/23/26
 - Road closure – Saturday 9am-9pm
- Camp Funshine
 - Stage & Road closure - Thursday 6pm – 10:30pm