



Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 28777
Monday, February 23, 2026
5:30 PM



AGENDA

I. CALL TO ORDER – MAYOR BETH HOLMES:

- A. Roll Call
- B. Notification and Posting of the Agenda
- C. Pledge of Allegiance (Councilwoman Taylor)
- D. Invocation (Councilman Buchanan)
- E. Approval of Minutes (2/9/2026)

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

- A. In-Person Department Head Updates

IV. ACTION ITEMS

- A. **Resolution 2026.002:** A resolution to adopt the Toe River Hazard Mitigation Plan
- B. **Resolution 2026.003 – SmBIZ Grant(s):** A resolution to apply for a grant in the amount of \$3 million from NC Dept of Commerce SmBIZ program for the burial of electrical utility on Locust Ave, Oak Ave & Sycamore Alley.

V. DISCUSSION

- A. **2026/2027 Spruce Pine Action Plan:** Discussion and Work Session Related to the 2026/2027 Spruce Pine Action Plan.

VI. MANAGER'S REPORT

VII. MAYOR/COUNCIL REQUESTS OR COMMENT



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VIII. EXECUTIVE SESSION

Pursuant to NCGS 143-318.11(a)(1) and (3), I move to go into closed session to discuss confidential personnel items pursuant to NCGS 160A-168 and to discuss matters related to the attorney-client privilege.

IX. ADJOURNMENT



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I. CALL TO ORDER:

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

A. Roll Call:

Mayor Holmes requested a roll call. Marsha Hoilman, Town Clerk, conducted roll call for Councilmembers Peight, Buchanan, McKinney, Taylor, and Mayor Holmes. All Council members 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 Councilman Peight seconded the motion; the council then adopted the agenda. Motion passed 5/0.

C. Pledge of Allegiance:

Councilman Buchanan led the Pledge of Allegiance.

D. Invocation:

Councilman Peight led the Invocation.

E. Approval of Minutes (1/12/26)

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

Councilman McKinney motioned to approve, and Councilwoman Taylor seconded. Motion approved, and motion passed 5/0

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

Tim Kearns spoke on water issues on Pine Avenue. He has spoken with Town Manager Daniel Stines about the issue, and they are working on options to help with the water pressure issues.



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Tim Kearns spoke on water pressure issues on Pine Avenue. He states that he has spoken to the Town Manager about the issue, and Daniel has assured him that he is aware of the issue and is working diligently to find a solution to the water pressure issues.

III. PRESENTATION:

A. **Mitchell Giving Gardens:**

Christine Hodel of The Mitchell Giving Gardens (MGG) gave an informative presentation. The Gardens cultivate community around food through shared resources and bountiful places. Their collaborative approach is rooted in trusted partnerships; they aim to implement sustainable solutions as the pathway to community wellbeing, offering opportunities to work and learn by tending the community garden throughout the growing season. Volunteers are vital to their work, and their efforts ensure a bountiful harvest.

Mitchell Giving Gardens is a 501c3 nonprofit organization that operates with the legal requirements set by the state of North Carolina. Compliance, transparency, accessibility, and efficiency are the foundation of their daily functions.

Although they welcome donations, all programs are offered to the community free of cost. Grants and individuals power the MGG. We receive cash, in-kind donations, and materials with gratitude. These are used to sustain operations and scale growth.

In 2025, there were:

- 15 Harvest Tables No-cost fresh food markets
- 1,200+ individuals served through our fresh food programs
- 1,700 pounds of Grown Food at our learning garden in Riverside Park
- 11,455+ Pounds of Food Purchased from local WNC Farms.
- Home Gardener Program (a new initiative)
 - 31 home gardens
 - 6 garden beds built for partner organizations

Providing resources, education, and mentorship for home-scale food security, hope, and inspiration.



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The Council thanked her for what she and The Giving Garden do and told her to stay in touch.

B. High County Council of Governments: 2026 Spruce Pine Action Plan

Discussion

New for the FY27 budget planning season, The 2026 Spruce Pine Action Plan is a high-level planning document designed to inform and guide municipal decision-making. The plan identifies key community Priorities and establishes both broad and specific goals to be pursued over the next 12-24months.

The Action Plan is intended to be updated biannually to reflect changes in the town's demographics, economy, and evolving priorities. Through this ongoing process, Spruce Pine will maintain a clear set of actionable items on which town leadership and the community can focus their efforts.

The following outlines a series of suggested priorities identified through discussions with the Town Council, Town Manager, and review of the 2023 Comprehensive Plan. Each section proposes a range of broad and targeted initiatives, projects, or focus areas. Town Council members are encouraged to review and propose changes, or additional initiatives to be discussed at the next work session.

Action Priority 1- Budgeting, Staffing, Administration-

Action Items:

This key area describes the Town's desire to create or overhaul budgetary and planning documents, as well as evaluate capacity for staffing expansion. These developments include the following:

1. Creating a Capital Improvement Plan (ICP)
2. Evaluating current staffing capacity and expansion opportunities.
 - a. Creating a dedicated Spruce Pine Fire Department
 - b. Creating a new department from municipal planning and zoning
3. Finalize overhauling the Town's zoning ordinance



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Action Priority 2- Economic Development-

Action Items:

This key area describes the Town's desire to incentivize economic development through infrastructure investment, downtown beautification, and revitalization programs. These developments include the following:

1. A focus on revitalizing the downtown business area by addressing blight and implementing the Streetscape Master Plan.
2. Bolster infrastructure along Highway 226 to promote it as the Town's primary commercial corridor
3. Champion the success of water supply projects set to take place in 2026/2027, such as:
 - a. A new water tank in Grassy Creek
 - b. Water line improvements & expansions across the town
 - c. Burleson Hill pump station
 - d. Downtown storm-water projects

Action Priority 3- Housing-

Action Items:

This key area describes the Town's desire to alleviate high housing costs by creating more workforce housing. These priorities include the following:

1. Developing more workforce housing through the proposals emphasized in the High-Country Regional Housing Action Plan, to be published in 2026.
2. Exemplify successful workforce housing developments, such as the Chief Cares Project.

Action Priority 4- Helene Recover-

Action Items:

This key area describes the Town's desire to continue recovery and resiliency work related to Hurricane Helene. These projects include the following:

1. Continued engagement in major FEMA projects, such as:
 - a. Wastewater treatment plant
 - b. Riverside Park
 - c. Downtown pedestrian bridge
 - d. Overall road and street repairs
 - e. New Public Services Facility



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This plan provides an initial sense of where we are and sets a path toward goals the Council would want to work toward. It will keep things in check. The plan can be added to, deleted, or kept.

The Council thanked the High-Country Council of Governments for the detailed framework presentation.

IV. **ACTION ITEMS:**

A. **Department Head Updates:**

Discussion and Approval to maintain Department Head Updates in person, by Department Heads, every month, or to include Department Head Updates within the Monthly Managers Report, with Department Heads reporting in person at a minimum every quarter, or as requested.

Mayor Holmes opened discussion of a tabled item from the January 26, 2026 meeting to vote on Department Head updates being made quarterly, in-person, and if something comes up or needs to be addressed other than the in-person quarterly report, they will attend the meeting to address concerns. Councilman Peight noted that while he was absent from the previous conversation at the January 26 meeting, he stated he had some time to speak with state legislation and previous local Mayors about it and expressed concerns that by not having dept staff at monthly meetings will require more effort by the Mayor and Council to stay in touch with departments. His concerns also stated that while the Town Manager is directly responsible for the Departments, they may choose to be insubordinate to the Manager, however he's also seen where there is abuse of these situations by Council. He ended with the statement that he wouldn't begrudge any final decision that is made. Councilman Buchanan stated that he is who requested this matter be brought forward for vote and states we need to be team and not just see someone four times a year. Mayor Holmes states that it isn't being proposed to do away with the in-person updates from Department Heads. She appreciates the relationship and interaction with the department heads but cautioned that Council needs to be careful of and respecting the position of Council in relation to personnel. The



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quarterly and as-needed approach would maintain these efforts and allow staff to report when there is meaningful information to report. This also doesn't eliminate their efforts to report when needed or when requested. Councilwoman Taylor, stated, if the meetings are quarterly and it isn't working well, we can always vote to change them back to monthly. Mayor Holmes concurred. Councilman McKinney ask Manager Stines if Council would still receive a monthly staff report and Manager Stines concurred. Manager Stines noted that the reports in their packets were directly from the staff. He also mentioned that Council meetings are not the only forum to interact with staff and Council can always connect outside of Council meetings. Manager Stines also noted, that staff appreciates the reduction in night meetings as the Public Service team had been at it for 20 consecutive days with the snow and ice. Councilman Buchanan said he can appreciate that but he makes a motion that the in-person department reports remain monthly. Councilman Peight recapped some of his previous concerns and added that those concerns remain but he also recognizes there are far higher priorities. Mayor Holmes recognized Councilman Buchanan's motion and asked if there was a second. There was not a second, the motion died. Mayors Holmes asked if there were any other motions.

A motion for quarterly Department Head Updates was made by Councilman McKinney and seconded by Councilwoman Taylor. Motion passed 3/5. Two (2) are opposed. Councilmen Buchanan and Peight opposed the change.



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B. Resolution 2026.001:

Discussion and Approval of Resolution 2026.001: SRF Helene Grant for Waste-Water Infrastructure.

Resolution 2026.001 is included in the council packet. The Resolution is to grant staff authority to apply for SRF-Helene grant funds for Waste-Water Infrastructure projects.

Councilman Peight made a motion to approve Resolution 2026.001. Councilman Buchanan seconded the motion. Motion approved 5/0.

C. In-Water Services Contract:

Discussion and Approval of a contract for services and repair to the North Toe Raw Water Intake.

On Saturday night, December 20, 2025, staff responded to the North Toe Raw Water Intake due to a drop in water flow. Crews had to place a temporary pump to restore proper intake flow.

The water intake is located in the river, several feet below the surface, and requires the use of divers for service and repair. In-Water Services was called on scene Sunday, December 21, 2025, to inspect the intake to find the blowoff valves to keep the intake clear of debris, as well as the intake was fully impacted by debris, stopping flow.

Divers cleared what they could to get the flow re-established, but a second trip will be required for the divers to dredge the area in front of the intake as well as reinstall new blowoff piping that is required to keep the intake clear. A contract and agreement are included in the council packet for your review.

Staff recommends approval of the agreement for work for \$34,250.00.



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Councilman Peight motioned to approve the In-Water Services Contract.
Councilman McKinney seconded the motion. Motion was approved 5/0.

D. NCLM- Services Agreement-

Discussion and Approval to Amend

The North Carolina League of Municipalities offers services to all municipalities across the state. As such, a services agreement is put in place in the form of an MOU (Memorandum of Understanding), to cover the details of said services.

Last year, the Town entered into an agreement related to emergency services as it relates to Hurricane Helene recovery efforts. The attached MOU is related to the original services agreement (MOU) approved in December 2023.

Within the packet, an amendment to the standard Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum Agreement (MOU).

The purposes of the amendment are explained in the MOU and are attached within the packet as Exhibit A.

Councilman McKinney motioned to approve the NCLM Services Agreement.
Councilman Peight seconded the motion. Motion passed 5/0.

E. Budget Retreat:

Discussion and Approval of a new date.

The Budget Retreat will be on Thursday, March 5, 2026.



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V. MANAGERS' REPORT:

Town Manager Daniel Stines gave the following updates:

Administration:

FEMA: Staff continues to work weekly with FEMA. Staff recently submitted a detailed PER (Preliminary Engineer's Report), completed by Bolten and Menk. This has been a major project detailing the replacement justifications of the Town's Wastewater Treatment Plant. Staff and partners are optimistic that FEMA will be ready to move this project forward, towards the next step of funding obligation. Staff have recently completed a PER and Construction Docs for Willis St and are securing bids. Work on this street is anticipated in the next 60-90 days. Staff recently received a PER on Elm St. This is under review and will require further evaluation. The damage to Elm St is complicated due to the adjoining private properties, where most of the damage is, and work is needed.

Grants: In addition to the \$4,187,500.01 in grant funding the Town has secured, Staff recently received notice from Congressman Edwards Office that the solicitation for Direct Appropriations was successful, and we will receive \$4,000,000 to go towards water infrastructure repairs in Spruce Pine.

Parks and Recreation:

The Parks and Recreation Department completed snow removal on town sidewalks and helped maintenance with other tasks.

A monthly playground safety inspection was conducted to ensure that all safety standards were met. Clean-ups were performed on the Walking Trail to remove debris and trash.

The department has been in contact with SofSurfaces to obtain quotes for playground safety surfacing options.

The park portion of the PARTF grant was completed and submitted to Spencer.

Public Services Department:

We worked with Pine Branch Baptist church and Sibelco to obtain easements to cross properly to connect a larger line to the Sullins Branch and Ollis Road area. Work will



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start as soon as the weather allows. Withers Ravenel is working on mapping the AIA grant. They have completed phase one of the water mapping and should start phase one of the Sewer mapping in the next couple of weeks.

A lot of time was spent preparing for the winter storms and placing generators at specific pump stations to keep water flowing in the event of a power outage. If we learned one thing from Helene that is to be prepared.

The past couple of weeks have been a strain on the public services crew. Days, nights, and weekends, these guys have been here trying to keep roads passable and as clean as possible. Crews have been on duty 20 straight days (two consecutive weekends). Winter weather and freezing temperatures bring water line breaks. We have had three large-diameter main breaks that were accompanied by system pressure advisories in the past two weeks. All three advisories, water samples returned free of bacteria. The breaks are the result of moving frozen ground and continued settling as a result of Helene.

Spruce Pine Police Department:

The department has continued to focus on public safety, professional conduct, and accountability while maintaining daily law enforcement services to the community. During the reporting period, the department maintained routine coverage, responded to calls for service, and addressed public safety concerns within the town limits. Officers continued to perform their duties in accordance with departmental policy and applicable laws.

Key Operational areas included:

- Patrol and traffic enforcement (Burlson Hill will continue to be a focus for us)
- Response to calls for service
- Community presence and visibility
- Drug Enforcement is still the top priority (since January 1st, we have seized 72.1 grams of Methamphetamine and 18 grams of Cocaine with a street value of approximately \$17k)

Personnel & Staffing:

The department is at full capacity, and everything is going great.

Administrative & Internal Matters:

The department addressed routine administrative responsibilities, including report reviews, policy compliance, and supervisory oversight. Any internal complaints or concerns received during this period were reviewed and investigated in accordance with established procedures.



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Where applicable, investigations were completed and properly documented, with notifications provided to appropriate town officials.

Community Relations:

The department continued efforts to maintain positive relationships with residents. Officers engaged with the community during routine interactions and remained responsive to citizen concerns brought to the department's attention.

Equipment & Resources:

Chief Cook has his new patrol vehicle on the road. Town Hall received his old patrol vehicle.

Overall, the Spruce Pine Police Department continued to fulfill its responsibilities professionally and efficiently throughout the past month. The department remains committed to transparency, accountability, and providing reliable law enforcement services to the Town of Spruce Pine.

Finance Department:

Audit:

'24-'25 funds have been balanced and are correct in the view of the auditors. We are still awaiting their final report. Additionally, we have provided final documentation related to FEMA contracts to Tyson in preparation for a potential FEMA audit.

Tax Billing:

Per Marie, as of January 6th, we collected 99.53% of 2025 tax revenue.

Finance: 1099s and W2's were provided on time this year, even with the ice and snow causing issues.

Monthly bank reconciliations are complete, and the process for expedited reconciliation is almost finished. The LGC has continued to assist the Town and is pleased with the current progress. New processes have been put into place for Federal and State payroll tax calculation and payment. The ORBIT system process used for retirement benefits has been streamlined, with detailed documentation written by Marsha. This will allow the SPHA (Spruce Pine Housing Authority) to start performing its own ORBIT entries.



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Budget season has started, and we are working to finalize dates for meetings and the budget retreat. Analysis has begun on spending and calculating the projected needs of the departments for next year. Departments are in the process of providing Daniel and Brian with Capital Improvement “wish lists” for this upcoming fiscal year.

Mainstreet:

Transition & Orientation:

This reporting period marked a transition into my new role with the Town. Initial efforts have focused on onboarding, understanding internal processes, and aligning ongoing projects with Town priorities. While still getting fully oriented, I am excited about the work ahead and the opportunities available to strengthen downtown, tourism, and recreation assets in Spruce Pine.

Fire on the Mountain Blacksmithing Festival:

Planning is underway for the Fire on the Mountain Blacksmithing Festival. The participating blacksmiths have been announced, and the vendor application is currently live. Early interest has been positive, and coordination will continue around logistics, promotion, and event readiness as the festival approaches.

Tourism Development Authority (TDA) Updates:

At a recent Tourism Development Authority meeting, Destination by Design presented first drafts of the new county-wide tourism branding and destination plan. Initial concepts are strong, and they represent a clear, cohesive direction for Mitchell County’s tourism strategy.

The TDA plans to officially unveil the finalized branding and tourism plan at their Tourism Summit on March 19, 2026.

Brad Ragan Pool- PARTF Grant Application:

An application was submitted for the Hurricane Helene PARTF grant to fund necessary rehabilitation and repair work at the Brad Ragan Pool following storm-related impacts. This grant would address identified infrastructure needs and support the continued operation of this important community facility. Grant award notifications are not expected until late March 2026.



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Water Treatment Plant: Operations & Compliance:

The water treatment plant, all pump stations, and both wells operated in full compliance with all State and Federal regulations for the month.

Six bacteriological samples were collected from the distribution system, all yielding satisfactory results.

All required state reports were completed as scheduled.
A safety inspection was performed.

Maintenance Repairs:

The generator battery at the McHone station failed to recharge and subsequently died. It was replaced with a new battery, and a new trickle charger was installed.

Future Actions:

The quote from in-water services for the repair of the air burst lines at the intakes and the complete cleaning of the North Tow River raw water intakes was forwarded to the Town Manager.

Wastewater Treatment Plant:

The wastewater treatment plant and all lift stations maintained a high level of operational efficiency throughout the month.

Compliance and Sampling:

Influent and effluent grab samples are currently being collected and analyzed in-house three times per week.

All sample results to date are satisfactory.

Required state reports have been completed and submitted.

Ongoing Improvements and Maintenance:

Our immediate focus is on fully meeting NPDES permit requirements, specifically regarding flow monitoring and composite sampling:



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- **Effluent Flow Meter:** Work is underway to restore power to the Effluent flow meter to begin obtaining the required flow readings.
- **Composite Samplers:** We are working to establish power at both the Influent and Effluent composite sampler sites. This will allow us to transition from collecting grab samples to the composite sampling method required by our NPDES permit.

Maintenance and Repair Highlights:

Replaced the block heater at the lower prison.

Generator fuel tanks were topped off in preparation for the ice storm.

Quotes were obtained for the repair of the aerator gearbox and broken coupler at the O2 ditch.

A frozen water line at the lab was repaired. Heat tape and insulation were installed for protection.

The digester blower, which was repaired and installed by Underwood Inc. in December 2025, failed again and locked up. Underwood Inc. was contacted to pull the unit and perform a second repair.

All employee safety training is up to date.

VI. MAYOR/COUNCIL REQUESTS OR COMMENTS:

Councilman Peight expressed his gratitude to Town Manager Daniel Stines for all the hard work he has put into grants for the Town.

Everyone expresses their gratitude to Public Works for all their hard work.

VII. ADJOURNMENT:

Mayor Holmes asked for a motion for Adjournment at 6:44 pm. Councilman McKinney made a motion; Councilman Buchanan seconded the motion.



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ATTEST:

Marsha Hoilman, Town Clerk

Beth Holmes, Mayor

Rocky Buchanan, Mayor Pro Tem

Larry McKinney, Council Member

Wayne Peight, Council Member

Tessa Taylor, Council Member



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MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 02/23/2026
Subject: **Toe River Hazard Mitigation Plan**

In response to natural disaster Helene, an initiative was enacted under several state and federal statutes to update and revise the regional Hazard Mitigation Plan. The 2026 Toe River Hazard Mitigation Plan will replace the previous plan dated 2005.

The efforts of revising and creating the 2026 mitigation plan have been led by ESP Associates and have included all state and local emergency management and administrative leaders. The plan has been reviewed and approved by North Carolina Emergency Management and is under final review with the Federal Emergency Management Agency.

For the final process and adoption of the 2026 Toe River Hazard Mitigation Plan – each individual County and Town will need to adopt the plan by resolution. This resolution is attached for consideration and adoption.

Respectfully,

Daniel Stines
Town Manager



RESOLUTION TO ADOPT THE TOE RIVER REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of Spruce Pine (“Town”) 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

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

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;

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;

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;

WHEREAS, the Town 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 Town Council of Spruce Pine to fulfill this obligation in order that the Town will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Town of Spruce Pine hereby:

1. Adopts the Toe River Regional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.
3. This Resolution shall take effect immediately upon its adoption.

BE IT RESOLVED, this the 23rd Day of February 2026.

Elizabeth Holmes
Mayor

ATTEST:

Marsha Holiman, Town Clerk
Date: February 23, 2026

(SEAL)



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MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 02/23/2026
Subject: **SmBIZ Resolution(s)**

In efforts to continue recovering and rebuilding the Town of Spruce Pine to being more resilient, staff is pursuing three more grants with the North Carolina Department of Commerce Small Business (SmBIZ) program grants.

Staff is seeking a total of \$3 million additional in grant funds to aid in burying as much electrical utility as possible along Sycamore Alley, Oak Ave and Locust Ave. This amount accompanied by the already awarded \$1 million for storm-water improvements to Sycamore Alley from the SmBIZ program will be the max request for funds offered.

Respectfully,

Daniel Stines
Town Manager



**RESOLUTION TO SUBMIT AN APPLICATION TO
THE NORTH CAROLINA DEPARTMENT OF
COMMERCE SMALL BUSINESS INFRASTRUCTURE
GRANT PROGRAM RURAL ENGAGEMENT AND
INVESTMENT PROGRAM FOR THE LOCUST
AVENUE UTILITY PROJECT**

WHEREAS, the Town Council for the Town of Spruce Pine (“Council”) desires to assist with Hurricane Helene recovery efforts within the Town of Spruce Pine (“Town”);

WHEREAS, the Council supports a proposed project to bury the currently above ground telecommunication and electrical utility lines that presently run along Locust Avenue (“Project”); and

WHEREAS, the Council desires to pursue a formal application in the amount of one million dollars (\$1,000,000) from the North Carolina Department of Commerce, Small Business Infrastructure Grant Program (SmBIZ) Rural Engagement & Investment Program (“Agency”) to provide financial assistance for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Council the following:

1. That the Town Manager or designee is authorized to submit on the Town’s behalf an application to the Agency requesting financial assistance to benefit the Project; and
2. That this Resolution shall take effect immediately upon its adoption.

BE IT HEREBY RESOLVED, this 23rd day of February 2026.

Elizabeth Holmes
Mayor

ATTEST:

Marsha Holiman, Town Clerk
Date: February 23, 2026

(SEAL)



**RESOLUTION TO SUBMIT AN APPLICATION TO
THE NORTH CAROLINA DEPARTMENT OF
COMMERCE SMALL BUSINESS INFRASTRUCTURE
GRANT PROGRAM RURAL ENGAGEMENT AND
INVESTMENT PROGRAM FOR THE OAK AVENUE
UTILITY PROJECT**

WHEREAS, the Town Council for the Town of Spruce Pine (“Council”) desires to assist with Hurricane Helene recovery efforts within the Town of Spruce Pine (“Town”);

WHEREAS, the Council supports a proposed project to bury the currently above ground telecommunication and electrical utility lines that presently run along Oak Avenue (“Project”); and

WHEREAS, the Council desires to pursue a formal application in the amount of one million dollars (\$1,000,000) from the North Carolina Department of Commerce, Small Business Infrastructure Grant Program (SmBIZ) Rural Engagement & Investment Program (“Agency”) to provide financial assistance for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Council the following:

1. That the Town Manager or designee is authorized to submit on the Town’s behalf an application to the Agency requesting financial assistance to benefit the Project; and
2. That this Resolution shall take effect immediately upon its adoption.

BE IT HEREBY RESOLVED, this 23rd day of February 2026.

Elizabeth Holmes
Mayor

ATTEST:

(SEAL)
Marsha Holiman, Town Clerk
Date: February 23, 2026



**RESOLUTION TO SUBMIT AN APPLICATION TO
THE NORTH CAROLINA DEPARTMENT OF
COMMERCE SMALL BUSINESS INFRASTRUCTURE
GRANT PROGRAM RURAL ENGAGEMENT AND
INVESTMENT PROGRAM FOR THE SYCAMORE
ALLEY UTILITY PROJECT**

WHEREAS, the Town Council for the Town of Spruce Pine (“Council”) desires to assist with Hurricane Helene recovery efforts within the Town of Spruce Pine (“Town”);

WHEREAS, the Council supports a proposed project to bury the currently above ground telecommunication and electrical utility lines that presently run along Sycamore Alley (“Project”); and

WHEREAS, the Council desires to pursue a formal application in the amount of one million dollars (\$1,000,000) from the North Carolina Department of Commerce, Small Business Infrastructure Grant Program (SmBIZ) Rural Engagement & Investment Program (“Agency”) to provide financial assistance for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Council the following:

1. That the Town Manager or designee is authorized to submit on the Town’s behalf an application to the Agency requesting financial assistance to benefit the Project; and
2. That this Resolution shall take effect immediately upon its adoption.

BE IT HEREBY RESOLVED, this 23rd day of February 2026.

Elizabeth Holmes
Mayor

ATTEST:

_____ (SEAL)
Marsha Holiman, Town Clerk
Date: February 23, 2026



Small Business Infrastructure Grant Program

Local Government Certifications

The attached statements and exhibits are hereby made part of this application, and the undersigned representative of the applicant certifies that the information in this application and the attached statements and exhibits are true, correct, and complete to the best of the signatory's knowledge and belief. The signatory further certifies:

- 1 that, as Authorized Representative, the signatory has been authorized to file this application by formal action of the governing body;
- 2 that the governing body agrees that if a grant is awarded, the applicant will provide proper and timely submittal of all documentation requested by the Grantor Agency;
- 3 that the applicant has substantially complied with or will comply with all federal, state, and local laws, rules, regulations, and ordinances as applicable to this project;
- 4 that the applicant has analyzed the listed business or businesses and determined that they meet the Program requirements regarding location, employment numbers, and adverse impact;
- 5 that the project is in accordance with the location, infrastructure needs, and adverse impact requirements of the Program;
and
- 6 that the county which the applicant sits and in which the project will take place has not received the maximum total funds it is allowed under the Program.

Signature of Local Government Chief Elected Official

Typed Name
Typed Title

Date



Spruce Pine Town Council Meeting
Town Hall
11050 S. Highway 226
Spruce Pine, NC 29777



MEMOS

To: Mayor & Town Council
From: Town Manager
Date: 02/23/2026
Subject: **2026/2027 Spruce Pine Action Plan**

At the January 26, 2026 Town Council Meeting, Town Council was presented with a draft Spruce Pine Action Plan by the High Country Council of Governments.

This initial draft was based on internal staff discussions, previous adopted plans and conversations with Town Council. The intent was for the HCCOG to present a working document with baseline initiatives to provoke thoughts on what the top priorities Council would like the Town and Administration to focus on.

The Action Plan is designed to be reviewed annually during budget planning and to be updated or amended accordingly.

Enclosed in the packet is the draft Action Plan for further review. Staff will provide additional feedback to the HCCOG for a more final version, to be presented and considered for adoption further into the budget planning process.

Respectfully,

Daniel Stines
Town Manager

Spruce Pine 2026 Action Plan Items



The Spruce Pine Action Plan is a high-level planning document designed to inform and guide municipal decision-making. The plan identifies key community priorities and establishes both broad and specific goals to be pursued over the next 12–24 months.

The Action Plan is intended to be updated biennially to reflect changes in the town’s demographics, economy, and evolving priorities. Through this ongoing process, Spruce Pine will maintain a clear set of actionable items on which town leadership and the community can focus their efforts.

The following pages outline a series of priorities identified through discussions with Town Manager Stines. Each section includes a range of broad and targeted initiatives, projects, or focus areas. Space is also provided for Town Council members to propose additional initiatives, projects, or priorities for inclusion in the 2026 Action Plan.

Action Priority 1- Budgeting, Staffing, Administration

Action Items

This key area describes the Town's desire to create or overhaul budgetary and planning documents, as well as evaluate capacity for staffing expansion. These developments include:

1. Creating a Capital Improvement Plan (CIP)
2. Evaluating current staffing capacity and opportunities for expansion
 - a. Creating a dedicated Spruce Pine Fire Department
 - b. Creating a new department from municipal planning and zoning
3. Finalize overhauling the Town's zoning ordinance

Additional Items/Comments

Action Priority 2- Economic Development

Action Items

This key area describes the Town's desire to incentivize economic development through infrastructure investment, downtown beautification, and revitalization programs. These developments include:

1. A focus on revitalizing the downtown business area by addressing blight and implementing the Streetscape Master Plan
2. Bolster infrastructure along Highway 226 to promote it as the Town's primary commercial corridor
3. Champion the success of water supply projects set to take place in 2026, such as:
 - a. A new water tank in Grassy Creek
 - b. Water line expansions across the town
 - c. Cemetery Hill pump station

Additional Items/Comments

Action Priority 3- Housing

Action Items

This key area describes the Town’s desire to alleviate high housing costs by creating more workforce housing. These priorities include:

1. Developing more workforce housing through the proposals emphasized in the High Country Regional Housing Action Plan, to be published in 2026
2. Exemplify successful workforce housing developments, such as the Chief Cares Project

Additional Items/Comments

Action Priority 4- Helene Recovery

Action Items

This key area describes the Town's desire to continue recovery and resiliency work related to Hurricane Helene. These projects include:

1. Continued engagement in major FEMA projects, such as:
 - a. A wastewater treatment plant
 - b. The Riverside Park
 - c. The downtown pedestrian bridge
 - d. Overall road and street repairs
2. Engagement in non-FEMA projects, including:
 - a. The downtown stormwater project
 - b. The completion of a new Public Works facility

Additional Items/Comments
