

**BURNSVILLE TOWN COUNCIL**  
**AGENDA**  
**Regular Meeting - Tuesday, August 3, 2021**

1. Adoption of Agenda
2. Public Comment
3. Consideration of Minutes
  - a. Regular meeting held on July 1, 2021
4. Public Hearings
5. Presentations
  - a. Yancey Co. Comprehensive Transportation Plan Update - David Graham
6. Administrator's Update:
  - a. COVID-19 Update
  - b. SOC with DEQ update
  - c. West Main sewer interceptor grant update
  - d. Water line extension to Little Leaf Farms update
  - e. Discussion of SRF State loan for water plant
  - f. Employee Handbook Vehicle Policy amendment
  - g. Stormwater GIS Mapping update
  - h. Employee cookout and cornhole tournament on August 13th at 11:30am
  - i. Tax Report - Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated June 30, 2021 is provided as an update of uncollected revenues.
7. Department Updates
  - a. Public Works - Shane Dale
    - i. OMC Pump Station update
    - ii. Town Street Paving update
    - iii. Water line for new fire station
  - b. Finance - Leslie Crowder
    - i. Budget vs. Actual dated July 31, 2021, previously provided to Council
    - ii. Quarterly Financial Statement
    - iii. Fire Station paving project
      1. Budget amendment
      2. Project Ordinance amendment(s)
  - c. Fire Department - Niles Howell
    - i. Operations
    - ii. Building project update
  - d. Police Department - Brian Buchanan
  - e. Zoning/Code Enforcement - Brian Buchanan
  - f. Burnsville Events
    - i. Events on the Town Square - Chad Fox
    - ii. Burnsville Town Center - Corbin Cooper

8. Council Members' Reports
  - a. Denise Collier - Apprenticeships
9. Updates from Advisory Boards and Non-Profits
  - a. Economic Development Commission - Jamie McMahan
  - b. Burnsville-Yancey Chamber of Commerce - Christy Jones
  - c. American Red Cross - Joseph & Karen Ventrice
    - i. Waiver of Town Center rental fee
  - d. High Country Council of Governments
10. Closed Session
11. Next Town Council Meeting - September 2 2021
12. Adjourn

**BURNSVILLE TOWN COUNCIL**  
**Regular Meeting - Thursday, July 1, 2021, 6pm**

On Thursday, July 1, 2021, the Burnsville Town Council with Mayor Theresa Coletta and members Judy Buchanan, Bunnie McIntosh, and Russell Fox present, held a regular meeting at the Burnsville Town Center. Member Denise Collier was absent. Also in attendance were Town staff members Heather Hockaday, Niles Howell, Brian Buchanan, Leslie Crowder, Chad Fox, and Corbin Cooper; and visitors Danny McIntosh, Jody Higgins, Jamie McMahan, Christy Jones, Mike Hoskins, Bill Baker and Wanda Proffitt. Mayor Coletta, who presided, called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct regular business for the month of July 2021. The meeting was streamed live for the public on the Burnsville Town Center's YouTube Channel.

**Adoption of Agenda**

Bunnie McIntosh moved to approve the agenda as presented. Judy Buchanan seconded the motion, which carried.

**Public Comment**

- Mike Hoskins asked the Council about parking at the new farmers market and the dilapidated barn at the end of West Main Street. EDC Director Jamie McMahan addressed his concerns about parking and Police Chief Brian Buchanan said he would check into the situation with the barn.
- Former Mayor Danny McIntosh thanked the mayor for securing premium entertainment for the Independence Day celebration, referring to performer Brian Gurl.

Mr. McIntosh mentioned that changes made by State Bill 241, have made it no longer necessary to bring up the advantages of going green with electric golf carts.

He also commented on departing Burnsville Policeman Gerald Barnett, saying he has always been consistent, competent, and capable.

**Consideration of Minutes**

Minutes from a regular meeting on June 3, 2021 were considered. Judy Buchanan made a motion to approve the minutes as presented. Russell Fox seconded the motion which carried. All were in agreement.

**Public Hearing**- There was no public hearing.

**Presentations**

- a. Recognition of Gerald Barnett's service to the Town of Burnsville - Mayor Coletta read a message from a framed salute to Gerald Barnett for his years of dedicated and loyal service.
- b. N. Main Fire Station renovations - Jason Miller from IDEXlab presented a slideshow introducing IDEXlab, explaining what they do, outline a proposed partnership to renovate and redevelop the former fire station into possible facilities for the Burnsville Police and Public Works departments, and answer any question that the Councilors may have. This proposal, similar to the Yancey County Resource Center, uses Appalachian State University students to help in the design, construction and commissioning phases of various projects.

Educational Letters of Agreement lay out the details of the work, timeframe, IP, and copyright issues. The agreement would be for a 2 year, four semester partnership that would begin in the Fall of 2021 and cost \$5,000 per semester. EOLA's would be agreed upon on a semester by semester basis.

Mayor Coletta thought the ideas seemed worth pursuing as it appears to be a great combination of skills. Heather Hockaday said the project was attractive as it creates a working relationship with Appalachian State and, though longer, is a more economical option. After some discussion, the Mayor made a motion to pursue the project and move forward with the agreement. Bunnie McIntosh seconded the motion, which carried. All were in agreement.

- c. COVID-19 Memorial event - Bill Baker & Wanda Proffitt were present to inform the Council about a memorial service on August 8th, paying tribute to those lost to the COVID-19 pandemic.

#### **Change to Council-Manager Form of Government**

- a. Ordinance amending the Charter - Mayor Coletta asked Mrs. Hockaday to explain the next steps of the process. Mrs Hockaday explained that if the Council adopted the ordinance, the next step would be to advertise a notice, and if after 30 days, no one files a petition with 10% of registered voters prompting an election, it becomes valid. At that point, the amendment can be sent to the Secretary of State's office, officially amending the Burnsville Charter.

Mayor Coletta made a motion to approve the *Ordinance Amending the Charter Of The Town Of Burnsville, North Carolina To Adopt The Council-Manager Form Of Government* . Bunnie McIntosh seconded the motion with the vote as follows.

For

Mayor Coletta  
Bunnie McIntosh  
Russell Fox

Against

Judy Buchanan

#### **Administrator's Update** - Heather Hockaday

COVID-19 Update - Town Administrator Heather Hockaday reported that Yancey County continues to be rated as a moderate impact by the State's County Alert System.

SOC with DEQ update - Engineers have requested more time to conduct their assessment of the wastewater treatment plant and collection system. They are requiring the installation of a new flow measurement weir to collect more accurate data. Mrs. Hockaday expects that most of the SOC application will be completed by the time the engineers receive a month of updated collections data. The agreement will set certain benchmarks that will depend on accurate data.

West Main sewer interceptor grant update - Mrs. Hockaday said the Town is still waiting on contracts from the State DEQ. Once received, the Town can move forward with contracting for both the administration of the grant and preliminary engineering for the project. RFQs for engineering services have been prepared and distributed. A committee will be formed to review them after the deadline.

Water line extension to Little Leaf Farms update - Yancey County recently signed a Memorandum Of Understanding with the Town addressing possible matching funds. Mrs. Hockaday has also been involved in an ARC Grant workshop and helped to compile documents for the project.

Stormwater GIS Mapping update - Mapping of the south side of 19E, the last leg of the project, has begun.

Bicycle and Pedestrian Planning Grant - Mrs. Hockaday reported that the grant application was completed and recently submitted by David Graham from High Country.

OMC Pump Station improvements Change Order - Mrs. Hockaday updated the council on a change order submitted by the contractor Carolina Grading and Utilities, but said it would not require additional funds as it is covered by the loan from DEQ. They will add piping, valves, a bypass system, and flow meter. Russell Fox made a motion to approve and authorize the Mayor to sign Change Order No. 1 for the OMC pump station improvements project. Judy Buchanan seconded the motion, which carried.

Town Center Roof update - Town Clerk Chad Fox reported that the replacement of the flat roof of the main building had recently been completed. Material manufacturer Inspectors are expected to arrive in 3 weeks for the final inspection. Eagle Roofing will be on site to remedy any issues in order to receive the 20 year guarantee on materials.

Cane River Debris Removal Project - Mrs. Hockaday explained that the agreement was due to the Town owning property on the river. Staff has requested to be notified when any work happens near the raw water intake. Russell Fox moved to approve and authorize Mayor Coletta to sign the *Right Of Entry/Hold Harmless Agreement* with Yancey County. Judy Buchanan seconded the motion, which carried.

Discussion of French Broad electric car charging station - Councilors were made aware of French Broads desire to install electric car charging stations in Mars Hill and Burnsville. Mrs. Hockaday recommended the installation be in the municipal parking lot. The agreement would have French Broad Electric purchase, install, and cover the cost of the station for 5 years. At that point, it would be turned over to the town who would then be responsible for a \$600/year service and maintenance fee and electric bill. All councilors were supportive of the idea.

The Council was informed of plans for an employee outing to a Asheville Tourists baseball game on July 13th and an employee cookout and cornhole tournament on Friday August 13th.

Tax Report - Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated June 30, 2021 was provided as an update of uncollected revenues.

### **Department Updates**

1. Public Works - Public Works Director Shane Dale
  - a. OMC Pump Station update - Mr. Dale reported to the Council that work was very close to being complete. The plumbing was finished and the generator was test fired on the previous day. He said scada equipment still needs to be transferred over to the new pump system and that the pumps will be test fired soon.
  - b. Water Resilience Risk and Assessment Plan - Mayor Coletta moved to allow Mr. Dale to certify the plan with the EPA. Russell Fox seconded the motion, which carried. All were in agreement.
  - c. New Fire Station water line - A proposal from Hyatt pipeline for \$31,600 has been received. With the project holding up paving, a discussion of funding was had. Mayor Coletta made a motion to move forward with Hyatt's proposal. Judy Buchanan seconded the motion, which carried.

2. Finance - Leslie Crowder
  - a. Budget vs. Actual dated June 30, 2021, was previously provided to Council.
3. Fire Department - Niles Howell
  - a. Operations - Fire Chief Niles Howell reported that the department had 29 calls in the month of June and 189 year to date.
  - b. Building project update - Mr. Howell said that several aspects of the construction were complete. Mayor Coletta moved to approve pulling money out of the fire tax reserves to pay for two inches of finish surface paving. Judy seconded the motion, which carried.
4. Police Department - Brian Buchanan
  - i. Road Closure Ordinances for the Crafts Fair, COVID Memorial and Old Timey Days were presented to the Council. Russell Fox moved to approve the ordinances. Judy Buchanan seconded the motion, which carried.
5. Zoning/Code Enforcement - Brian Buchanan - There was no report.
6. Burnsville Events
  - a. Events on the Town Square - Chad Fox
    - i. Councilors approved a road closure of the North end of Ray Street from 12pm until 6pm for a concert on July 3rd. They also approved a stage request for an August 28th event on the Town Square.
  - b. Burnsville Town Center - Manager Corbin Cooper submitted a report attached to these minutes.

#### **Council Members' Reports**

- Mayor Theresa Coletta shared a Proclamation for Sharon McIntosh with the members. The proclamation is to be presented at the July 3rd Independence Day celebration.

High Country Council of Governments minutes were previously provided to Council.

#### **Updates from Advisory Boards and Non-Profits**

- Economic Development Commission - Director Jamie McMahan asked for the Council to consider Cynthia Deyton as the Town's appointment to the EDC board. He said that the EDC Board had recommended her for reappointment. Judy Buchanan made a motion to reappoint Cynthia Deyton to the EDC Board. Mayor Colleta seconded the motion, which carried. All were in agreement.

Mr. McMahan commended the Town for beginning a partnership with IDEXlab, commenting on the great value and quality of their work.

Mr. McMahan updated the Council on an \$200,000 grant application to the Department of Commerce for a building reuse project with Mountain Community Health Partners for a Burnsville Clinic. MCHP in return is guaranteeing 16 new positions. He expressed his support of more local access to healthcare and hopes to hear about the funding by August 24th.

Mr. McMahan also reported that he had received notification from USDA that funds to study potential industrial sites for a joint industrial park development had been approved. EDC and county commissioners have appointed a joint committee,

including representatives from Burnsville and Spruce Pine, to work with site consultants.

- Burnsville-Yancey Chamber of Commerce - Christy Jones thanked the council for help with the closure of streets, their assistance with major events and for partnering with the Business Builders Breakfast. She said the Crafts Fair has 176 vendors so far and that the Chamber has begun several promotions through magazines, tv, and digital ads.

**Closed Session** - There was no closed session.

**Next Town Council Meeting** - August 3, 2021, Mayor asked Judy to preside.

**Adjourn** - With there being no further business, Judy Buchanan moved to adjourn the meeting at 8pm. Bunnie McIntosh seconded the motion and the meeting adjourned.

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J. Chad Fox, Town Clerk

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Theresa Coletta, Mayor

# **Yancey County Comprehensive Transportation Plan (CTP) Update Overview**

## **Steering Committee**

A Steering Committee in collaboration with Yancey County was formed to assist the North Carolina Department of Transportation (NCDOT) staff and High Country Rural Planning Organization (RPO) staff in the development of the Yancey County Comprehensive Transportation Plan (CTP) Update. The Steering Committee included representatives from municipal government, county government, Mount Mitchell, and other stakeholders.

## **Methodology**

A Comprehensive Transportation Plan (CTP) is developed to ensure that the progressively developed transportation system will meet the needs of the region for the planning period (2045).

For the development of the Yancey County CTP, travel demand was projected from year 2018 to 2045. Local plans as well as growth data endorsed by Yancey County and the Town of Burnsville were used to develop future growth rates and patterns.

The future growth rates are based on a projected population of 23,200 and projected employment of 10,200 by the year 2045. Population trends were estimated using available data from the Office of State Budget and Management (OSBM) and calculating the annual growth rate (AGR). Projected population and employment conditions were approved by the Steering Committee.

## **Roadway System Analysis**

Existing and future travel demand is compared to roadway capacities. Capacity deficiencies occur when the traffic volume of a roadway exceeds the roadway's capacity. The relationship of travel demand compared to the roadway capacity determines the level of service (LOS) of a roadway.

LOS D indicates "practical capacity" of a roadway, or the capacity at which the public begins to experience delay. Recommended improvements and overall design of the CTP were based upon achieving a minimum LOS D on existing facilities and a LOS C for new facilities.







## **Consideration of Natural and Human Environment**

Development of recommendations and considerations included in the CTP include the following: *Colleges and Universities, Federal Land Ownership, High Quality Water and Outstanding Resource Water Management Zones, Hospital Locations, National Wetlands Inventory, Recreation Projects, Schools, Trout Streams and Water Supply Watersheds.*

**Attached are the recommendations and maps for highway, bicycle, pedestrian, and public transportation improvements contained in the Yancey CTP Update:**



# Yancey County Highway Project Recommendations

- 1** **US 19 W:**   
*From US 19E to Little Creek Rd (SR 1411)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 2** **US 19 W:**   
*From Little Creek Rd (SR 1411) to Hunt Dale Rd (SR 1417)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 3** **US 19 W:**  
*From Hunt Dale Rd (SR 1417) to Tennessee State line*  
Modernize to 11-ft lanes with 4-ft paved shoulders. Vehicle volumes are low enough that wider shoulders for cyclists were not considered necessary.
  
- 4** **NC 80:**   
*From US 19E to Mitchell County line*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 5** **NC 80:**   
*From US 19E to Seven Mile Ridge Rd (SR 1167)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 6** **NC 80:**   
*From Seven Mile Ridge Rd (SR 1167) to South Toe River Rd (SR 1205)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 7** **NC 80:**   
*From South Toe River Rd (SR 1205) to McDowell County line*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.



8

**NC 197:** 

*From US 19E to Clearmont School Rd (SR 1416)*

Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists. Climbing lanes should be considered at steep grades to better minimize the impacts of truck traffic.

9

**NC 197:** 

*From Clearmont School Rd (SR 1416) to NC 226 (Mitchell Co)*

Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists. Climbing lanes should be considered at steep grades to better minimize the impacts of truck traffic.

10

**NC 197 / Pensacola Rd:**  

*From US 19E to Blue Ridge Ln*

Modernize to 11-ft lanes with 5-ft bike lane and sidewalk from US 19E to Blue Ridge Lane.

11

**NC 197:** 

*From Blue Ridge Ln to Cattail Creek Rd (SR 1102)*

Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.

12

**NC 197:**

*From Cattail Creek Rd (SR 1102) to Ewart Wilson Rd (SR 1100)*

Modernize to 11-ft lanes with 4-ft paved shoulders.

13

**NC 197:**

*From Ewart Wilson Rd (SR 1100) to Buncombe County line*

Modernize to 11-ft lanes with 4-ft paved shoulders.





# Yancey County Bicycle and Pedestrian Project Recommendations

- 1** ★ **US 19 W:**  
*From US 19E to Little Creek Rd (SR 1411)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 2** ★ **US 19 W:**  
*From Little Creek Rd (SR 1411) to Hunt Dale Rd (SR 1417)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 3** ★ **NC 80:**  
*From US 19E to Mitchell County line*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 4** ★ **NC 80:**  
*From US 19E to Seven Mile Ridge Rd (SR 1167)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 5** ★ **NC 80:**  
*From Seven Mile Ridge Rd (SR 1167) to South Toe River Rd (SR 1205)*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 6** ★ **NC 80:**  
*From South Toe River Rd (SR 1205) to McDowell County line*  
Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.
  
- 7** **NC 128:**  
*From Blue Ridge Pkwy to Dead End*  
Add 5-ft paved shoulders to accommodate cyclists.



8

★ **NC 197:**

*From US 19E to Clearmont School Rd (SR 1416)*

Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists. Climbing lanes should be considered at steep grades to better minimize the impacts of truck traffic.

9

★ **NC 197:**

*From Clearmont School Rd (SR 1416) to NC 226 (Mitchell Co)*

Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists. Climbing lanes should be considered at steep grades to better minimize the impacts of truck traffic.

10

★ **NC 197 / Pensacola Rd:**

*From US 19E to Blue Ridge Ln*

Modernize to 11-ft lanes with 5-ft bike lane and sidewalk from US 19E to Blue Ridge Lane.

11

★ **NC 197:**

*From Blue Ridge Ln to Cattail Creek Rd (SR 1102)*

Modernize to 12-ft lanes with 5-ft paved shoulders to accommodate cyclists.

12

**Bolens Creek Rd (SR 1109):**

*From NC 197 to NC 197*

Add 5-ft paved shoulders to accommodate cyclists.

13

**Clearmont School Rd (SR 1416):**

*From Jacks Creek Rd (SR 1336) to NC 197*

Add 5-ft paved shoulders to accommodate cyclists.

14

**Coxes Creek Rd (SR 1354):**

*From Jacks Creek Rd (SR 1336) to US 19W*

Add 5-ft paved shoulders to accommodate cyclists.

15

**Ferguson Hill Rd (SR 1139):**

*From NC 197 to US 19E*

Add 5-ft paved shoulders to accommodate cyclists.

Bike/Ped Class: ■ Bicycle ■ Pedestrian ■ Bike and Ped ■ Multiuse Path ● Bike/Ped Bridge  
 ★ Denotes Highway Incidental



16

**Hunt Dale Rd (SR 1417, SR 1340):**

*From US 19W to Hunt Dale Rd (SR 1340) bridge over North Toe River*

Add 5-ft paved shoulders to accommodate cyclists.

17

**Jacks Creek Rd (SR 1336):**

*From US 19E to Coxes Creek Rd (SR 1354)*

Add 5-ft paved shoulders to accommodate cyclists.

18

**Jacks Creek Rd (SR 1336):**

*From Coxes Creek Rd (SR 1354) to Clearmont School Rd (SR 1416)*

Add 5-ft paved shoulders to accommodate cyclists.

19

**Pensacola Rd (SR 1429):**

*From existing sidewalk north of US 19E to E Main St (SR 1428)*

20

**Toe River Rd (SR 1338):**

*From Green Mountain Rd (SR 1338) to NC 197*

Add 5-ft paved shoulders to accommodate cyclists.

21

**US 19E:**

*From West Burnsville Church Rd (SR 1375) to Charlie Brown Rd (SR 1438)*

Add sidewalk along the north side to traffic signal at Charlie Brown Rd for safer crossing of US 19E.

22

**Academy St:**

*From W Main St (SR 1428) to Glendale Ave*

Add sidewalk along the west side.

23

**Azalea Ln:**

*From N Main St (SR 1369) to Summit St*

Add sidewalk along the south side.

Bike/Ped Class:  Bicycle  Pedestrian  Bike and Ped  Multiuse Path  Bike/Ped Bridge  
★ Denotes Highway Incidental



24

**Bennett St:**

*From E Main St (SR 1428) to Ramsey St*

Add sidewalk.

25

**Bowditch St:**

*From Reservoir Rd to Sav-Mor Food*

Add sidewalk along the west side.

26

**Celo St:**

*From Long View Rd to E Main St (SR 1428)*

Add sidewalk.

27

**Cooper St:**

*From W Main St (SR 1428) to US 19E*

Add sidewalk along the west side.

28

**Court St:**

*From West Blvd to W Main St (SR 1428)*

Add sidewalk.

29

**East Blvd:**

*From Depot St (SR 1140) to US 19E*

Add sidewalk.

30

**East Main St (SR 1428):**

*From S Main St (SR 1428) to Dead End*

Add sidewalk along the north side.

31

**Glendale Ave:**

*From Academy St to Swiss Ave*

Add sidewalk.

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Bike/Ped Class:  Bicycle  Pedestrian  Bike and Ped  Multiuse Path  Bike/Ped Bridge  
★ Denotes Highway Incidental



32

**Hillside Dr:**

*From US 19E to W Main St (SR 1428)*

Add sidewalk.

33

**Ivy St:**

*From East Blvd to E Main St (SR 1428)*

Add sidewalk.

34

**Long View Rd:**

*From School Circle to E Main St (SR 1428)*

Add sidewalk.

35

**Ramsey St:**

*From Bennett St to Long View Rd*

Add sidewalk.

36

**Reservoir Rd:**

*From US 19E to Bowditch St*

Add sidewalk along the west side.

37

**Robertson St:**

*From W Main St (SR 1428) to W Glendale Ave*

Add sidewalk.

38

**School Cir:**

*From Green Mountain Dr (SR 1369) to Parkway Playhouse*

Add sidewalk along outer perimeter.

39

**Summit St:**

*From Azalea Ln to Green Mountain Dr (SR 1369)*

Add sidewalk.

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Bike/Ped Class:  Bicycle  Pedestrian  Bike and Ped  Multiuse Path  Bike/Ped Bridge  
★ Denotes Highway Incidental



40

**Swiss Ave:**

*From Glendale Ave to W Main St (SR 1428)*

Add sidewalk.

41

**West Blvd:**

*From Cooper St to S Main St (SR 1428)*

Add sidewalk.

42

**West Glendale Ave:**

*From Clear View Ln (SR 1139) to Robertson St*

Add sidewalk.

43

**West Main St (SR 1428):**

*From Existing Sidewalk to US 19E*

Add sidewalk along the north side.

44

**Westover Dr:**

*From W Main St (SR 1428) to US 19E*

Add sidewalk along the east side.

45

**Cane River Greenway:**

*From Cane River Park/Whittington Rd (SR 1379) to Ferguson Hill Rd (SR 1139)*

Construct a new multiuse path along the Cane River that connects Cane River Park, Cane River Middle School, Blue Ridge Elementary School to Jacks Creek (SR 1336) and then crosses US 19E to connect with Mountain Heritage High School and then to Burnsville town limits.

46

**Burnsville-Micaville Greenway:**

*From Georges Fork Rd (SR 1142) to Micaville Loop (SR 1186)*

Construct a new multiuse path connecting Burnsville to Micaville from Georges Fork Rd (SR 1142) to Micaville Loop (SR 1186).





47

**South Toe River Greenway:**

*From US 19E/NC 80 to Hickory Springs Rd (SR 1153)*

Construct a new multiuse path along NC 80 from US 19E to Hickory Springs Rd (SR 1153).

48

**Observatory Greenway:**

*From US 19E/Wyatt Town Rd (SR 1307) to Bare Dark Sky Observatory*

Construct a new multiuse path from US 19E to Bare Dark Sky Observatory and future recreational areas along US 80N.

49

**Micaville Greenway:**

*From Micaville Loop (SR 1186) to Observatory Greenway*

Construct a multiuse path connecting recommended multiuse paths from Burnsville to Micaville and Micaville to the Bare Dark Sky Observatory.





# Yancey County Public Transportation and Rail Project Recommendations

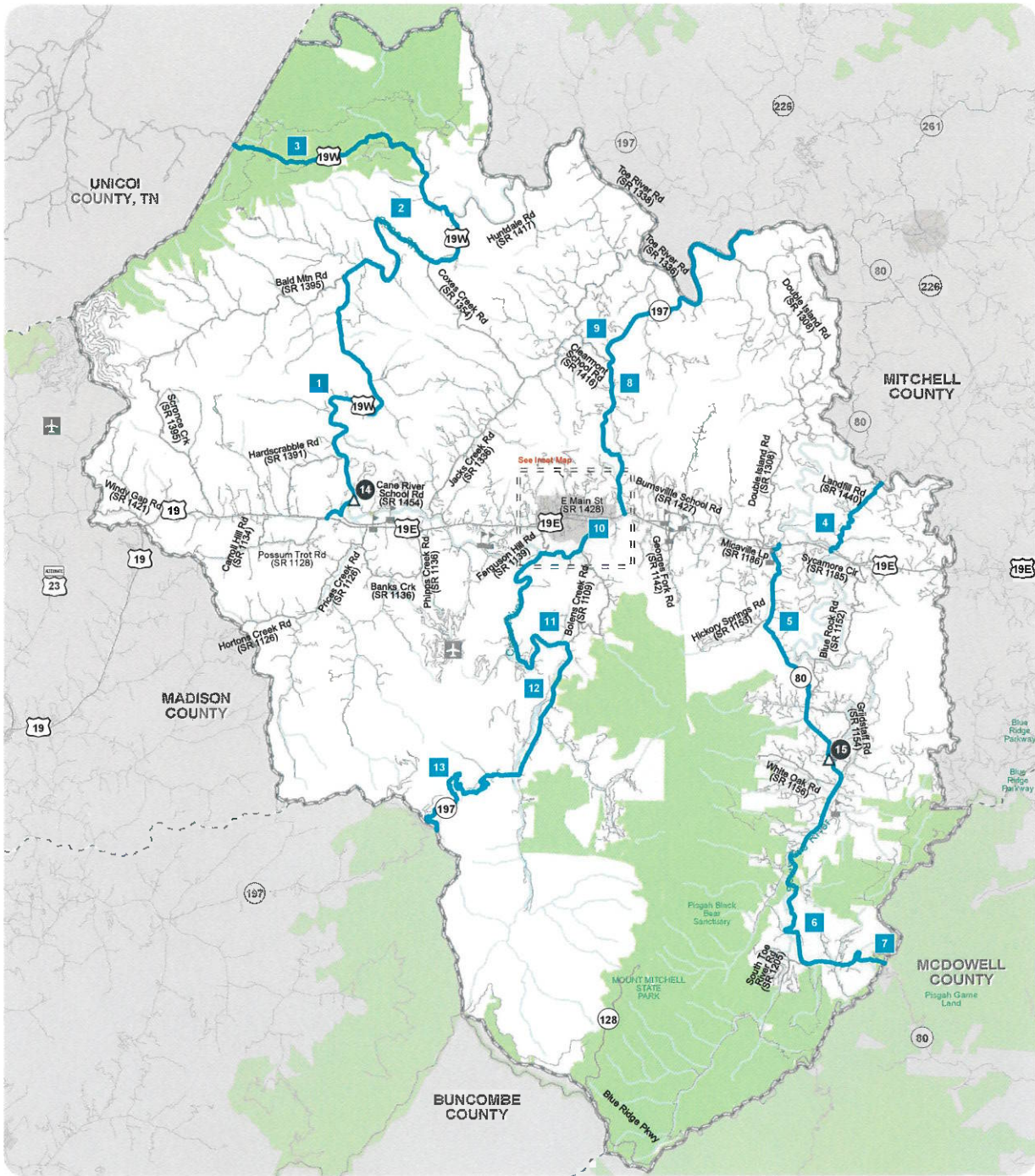
1

**Park and Ride Lot:**  
*Near Depot St (SR 1140) and US 19E*

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Public Trans/Rail Class: Urban Bus Corridor Regional Bus Corridor Rural Bus Corridor Fixed Guideway  
 Amtrak/Freight Route Park and Ride or Multimodal Amtrak/Light Rail Station or Intermodal Terminal  
★ Denotes Highway Incidental





**HIGHWAY RECOMMENDATIONS**  
Proposals that address identified needs through 2045






**YANCEY COUNTY**

Comprehensive Transportation Plan


DRAFT  
Plan Date: May 05, 2021

**Highway Features**

	Proposal ID #	Improve	New Location
Congestion / Mobility (e.g., add lanes)	1		
Access Management / Operations (e.g., add median)	2		
Modernization (e.g., widen lanes, add turn lanes)	3		
Other (e.g., safety, economic development)	4		
Interchange	5		
Bridge / Overpass	6		
Intersection	7		
Studied Roads			
High Country RPO			

Full report at: <https://tinyurl.com/Yancey-County-CTP>



**Sheet 2 of 4**

Base map date: November 05, 2019

**Legal Disclaimer**  
These concepts will need additional analysis to meet state and federal environmental regulations, to determine final locations and designs, and to be funded for implementation. Local zoning or subdivision ordinances may require the dedication of right of way based on the concepts shown on the Comprehensive Transportation Plan and local collector street plans, based on N.C.G.S. § 136-66.2 and § 136-66.10.



# HIGHWAY RECOMMENDATIONS

Proposals that address identified needs through 2045



## YANCEY COUNTY TOWN OF BURNSVILLE INSET Comprehensive Transportation Plan Highway Features

- Proposal ID # Improve New Location
- 1 Congestion / Mobility (e.g., add lanes)
  - 2 Access Management / Operations (e.g., add median)
  - 3 Modernization (e.g., widen lanes, add turn lanes)
  - 4 Other (e.g., safety, economic development)
  - 5 Interchange
  - 6 Bridge / Overpass
  - 7 Intersection
  - 8 Other Features
  - 9 Studed Roads



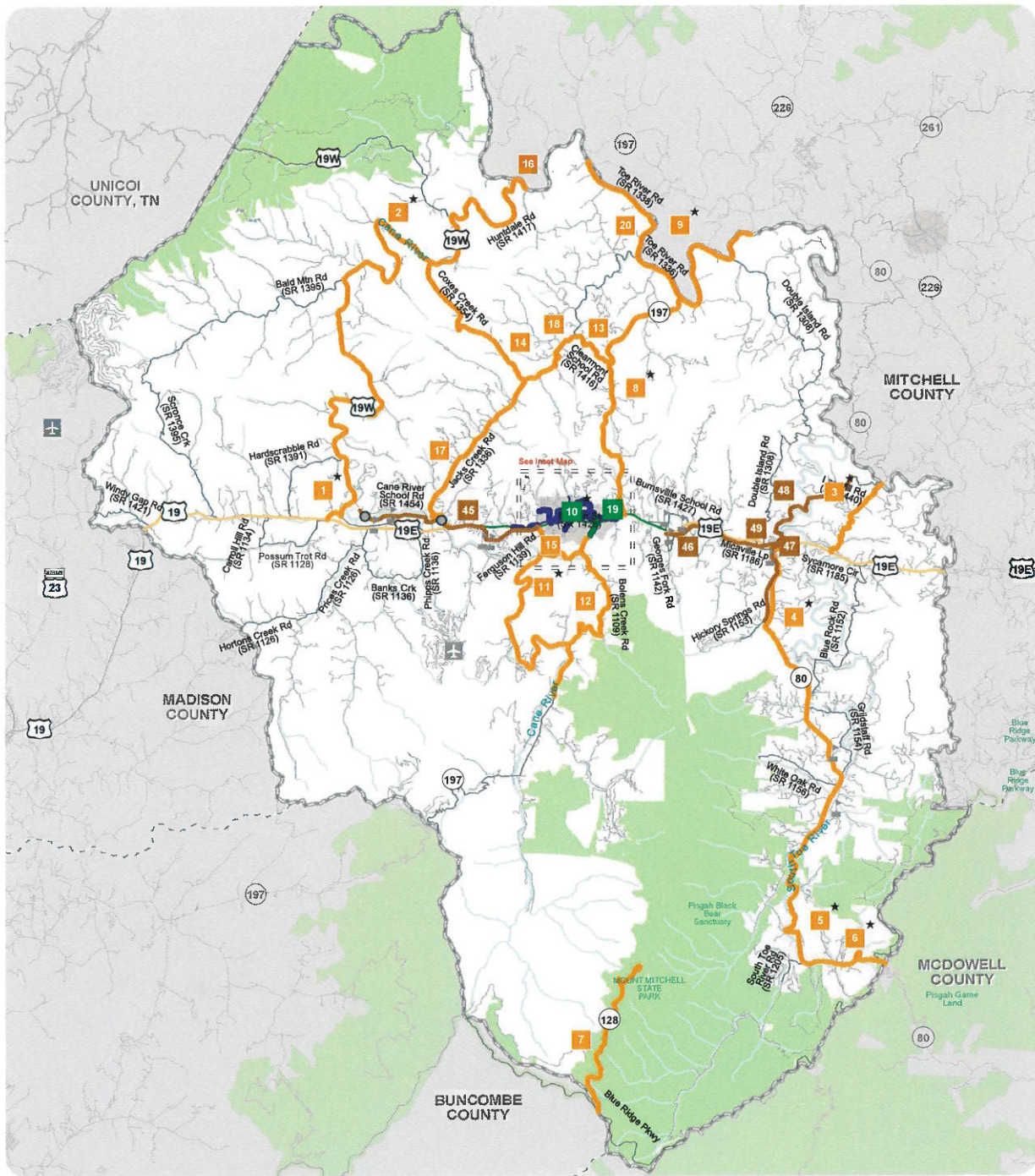
Full report at  
<https://hwyurl.com/Yancey-County-CITP>  
 0 0.25 0.5 Miles

Base map date: November 05, 2019

**Sheet 2A of 4  
INSET A**

**Legal Disclaimer**  
 These concepts will need additional analysis to meet state and federal environmental regulations, to determine final locations and designs, and to be funded for implementation. Local zoning or subdivision ordinances may require the dedication of right of way based on the concepts shown on this Comparative Map. The map and local collector street plans, based on N.C.G.S. § 136-60.2 and § 136-60.10.

**DRAFT**  
 Plan Date: May 05, 2021



**BICYCLE / PEDESTRIAN RECOMMENDATIONS**  
Proposals that address identified needs through 2045



**YANCEY COUNTY**

Comprehensive Transportation Plan

DRAFT  
Plan Date: May 05, 2021



**Bicycle and Pedestrian Features**

	Propose	Existing	Proposed
Bicycle	■	■	■
Pedestrian	■	■	■
Bicycle and Pedestrian	■	■	■
Multiseuse Path	■	■	■
Bicycle and Pedestrian Bridge	○	○	○

Denotes Highway Incidental ★

**Other Features**

- Studied Roads
- High Country RPO

Full report at: <https://tinyurl.com/Yancey-County-CTP>

0 1 2 4 Miles

Sheet 4 of 4

Base map date: November 05, 2019

**Legal Disclaimer**  
These concepts will need additional analysis to meet state and federal environmental regulations, to determine final locations and designs, and to be funded for implementation. Local zoning or subdivision ordinances may require the dedication of right of way based on the concepts shown on the Comprehensive Transportation Plan and local collector street plans, based on N.C.G.S. § 136-66.2 and § 136-66.10.



# BICYCLE / PEDESTRIAN RECOMMENDATIONS

Proposals that address identified needs through 2045



## YANCEY COUNTY TOWN OF BURNSVILLE INSET Comprehensive Transportation Plan Bicycle and Pedestrian Features

Proposal ID #	Existing	Proposed
Bicycle		
Pedestrian		
Bicycle and Pedestrian		
Multilane Path		
Bicycle and Pedestrian Bridge		
Denotes Highway Incidental Other Features		
Studied Roads		



Full report at:  
<https://tinyurl.com/yancey-county-ctp>



0 0.25 0.5 Miles

Sheet 4 of 4

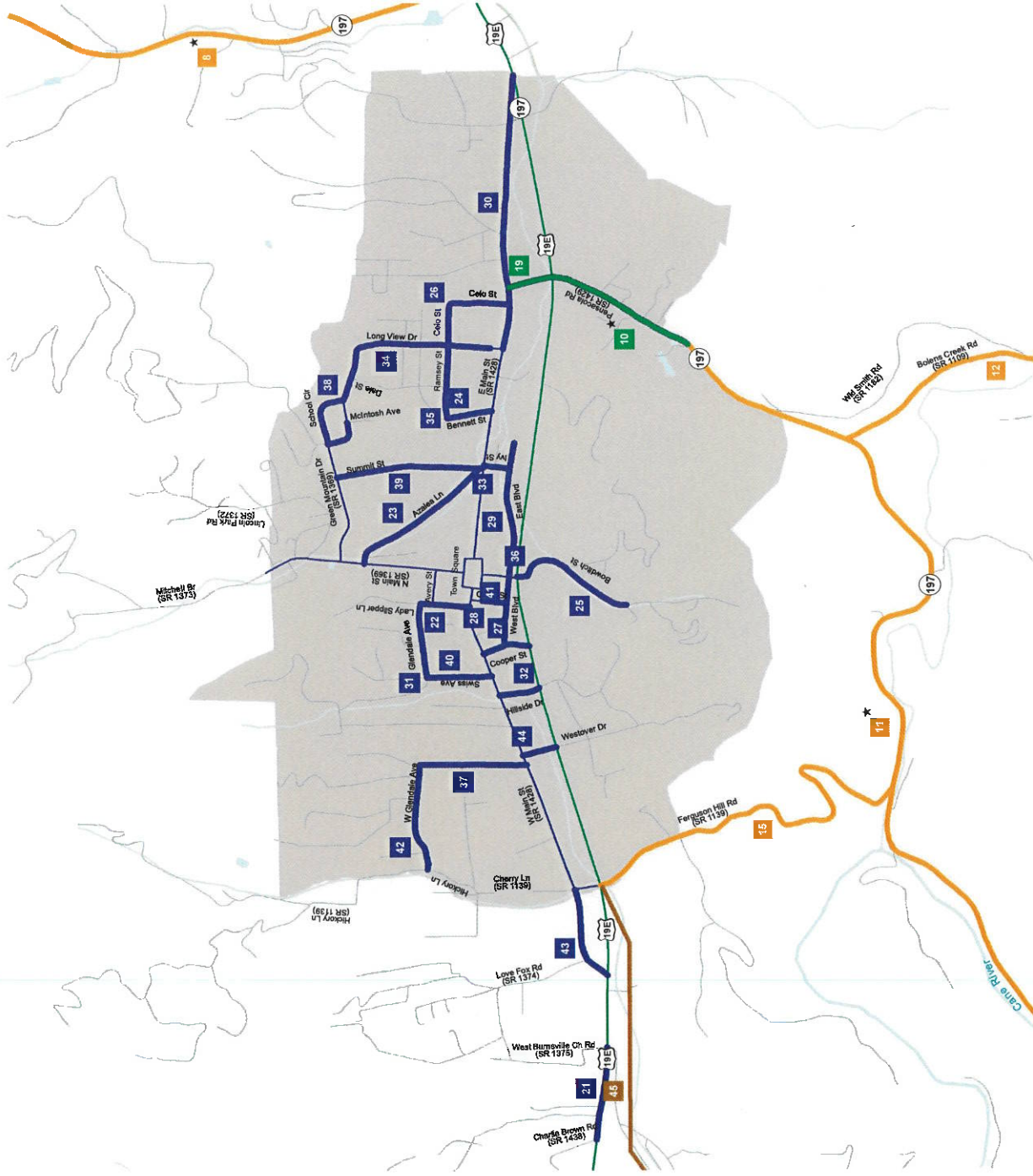
Base map date: November 05, 2019

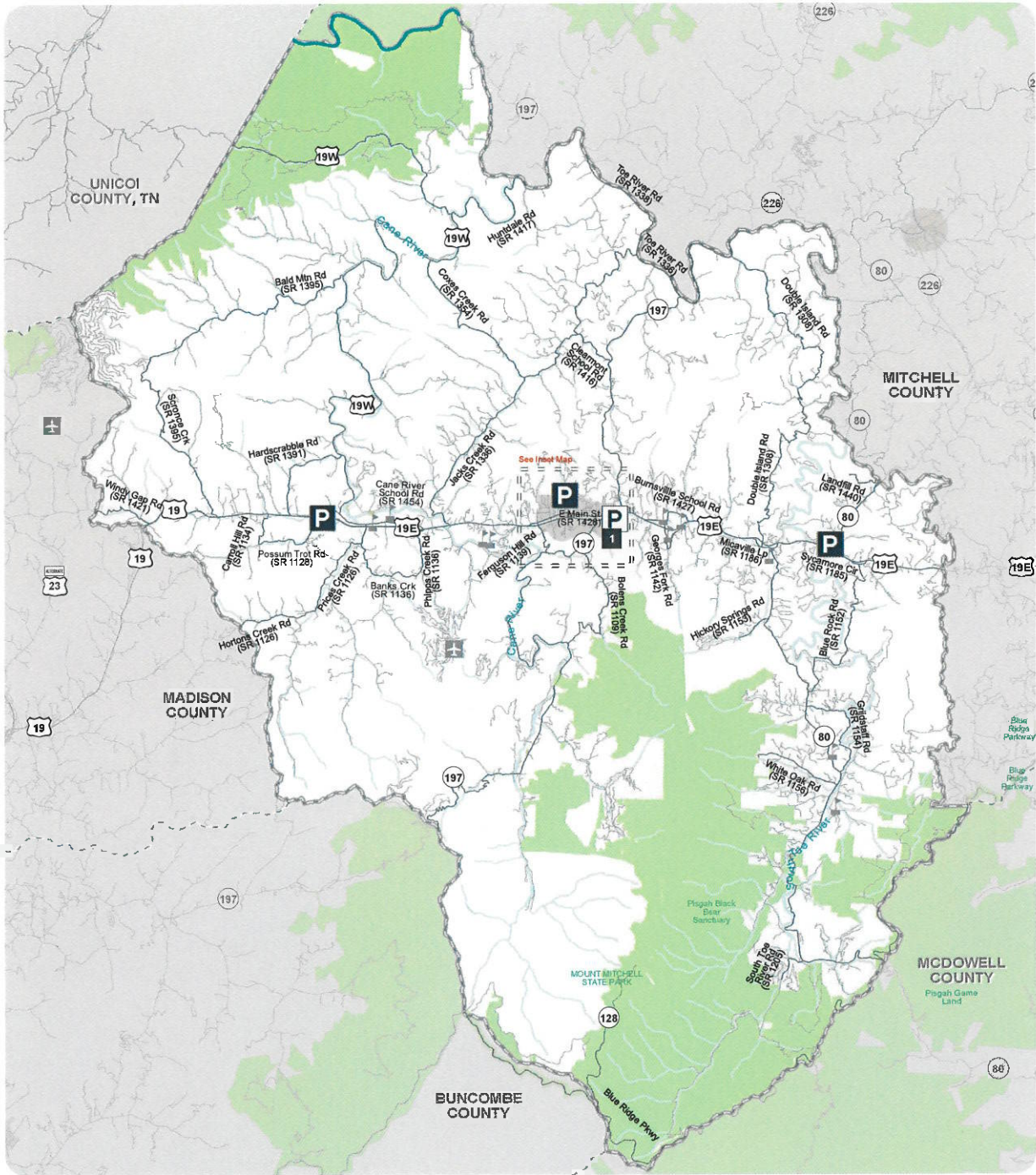
### Legal Disclaimer

These concepts will need additional analysis to meet state and federal requirements and regulations, to determine final locations and design details to be included for implementation. Local zoning or subdivision ordinances may require the dedication of right of way based on the concepts shown on the Comprehensive Transportation Plan and local collector street plans, based on N.C.S.S. § 136-66.2 and § 136-66.10.

DRAFT

Plan Date: May 05, 2021





**PUBLIC TRANSPORTATION AND RAIL RECOMMENDATIONS**  
Proposals that address identified needs through 2045





**YANCEY COUNTY**

Comprehensive Transportation Plan

DRAFT  
Plan Date: May 05, 2021

**Public Transportation and Rail Features**

Yancey County has an On-Demand, Single County Community Transportation System

Full report at: <https://tinyurl.com/Yancey-County-CTP>

0 1 2 4 Miles

Sheet 3 of 4

Base map date: November 05, 2019

**Legal Disclaimer**  
These concepts will need additional analysis to meet state and federal environmental regulations, to determine final locations and designs, and to be funded for implementation. Local zoning or subdivision ordinances may require the dedication of right of way based on the concepts shown on the Comprehensive Transportation Plan and local collector street plans, based on N.C.G.S. § 136-66.2 and § 136-66.10.



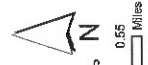
**PUBLIC TRANSPORTATION AND RAIL RECOMMENDATIONS**  
Proposals that address identified needs through 2045



**YANCEY COUNTY  
TOWN OF BURNSVILLE INSET**  
Comprehensive Transportation Plan  
Public Transportation and Rail Features

Yancey County has an On-Demand,  
Single County Community Transportation System

Proposal ID # Existing Proposed  
Park and Ride Lot   
Studied Roads



Full report at:  
<https://tinyurl.com/Yancey-County-CTP>  
0 0.275 0.55 Miles

Sheet 3A of 4  
INSET A

Base map date: November 05, 2019

**Legal Disclaimer**

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**DRAFT**  
Plan Date: May 05, 2021





A RESOLUTION TO AMEND THE TOWN OF BURNSVILLE EMPLOYEE HANDBOOK ADOPTED ON  
FEBRUARY 2, 2017

WHEREAS, on February 2, 2017 the Burnsville Town Council adopted an Employee Handbook by resolution to create guidelines for a system of administration of the Town's personnel and work force; and

WHEREAS, over time updates to the Employee Pay Classification Plan and Starting Salary Ranges need to be made; and

WHEREAS, from time to time the Town Council may amend the Employee Handbook to make corrections, changes or create additional provisions; and

WHEREAS, on June \_\_\_ 2021 the Town Council amended the Employee Handbook to update provisions for Vehicle and Equipment Use which allowed employees to take assigned work vehicles home per an agreement to pay a sum of \$0.20 per mile for every mile over a 25 mile radius from the Town limits; and

WHEREAS, prior to implementation of the policy and after consultation with the Town's auditor, staff was made aware that the IRS does not allow Law Enforcement Officers driving marked vehicles to be charged by the mile for vehicle use; however, they may be charged a flat rental fee amount; and

WHEREAS, the following amendment is proposed to the Employee Handbook to correct this discrepancy:

1. Vehicle and Equipment Use Policy-Authorized Use (page 23): The policy will be amended to add "This commuting arrangement may allow full time police who live within a 25 mile radius of the Town limits to take their assigned vehicle home. Other departmental employees may also be allowed to commute to and from work in an assigned Town vehicle at the recommendation of their department head and upon authorization of the Town Administrator. Employees who live beyond 25 miles from the Town limits may be allowed by the Administrator to commute to and from work in Town vehicles provided the employee agrees in writing to a **bi-weekly** payroll deduction **for vehicle rental in the amount of \$0.20 per mile \$5.00 per day** for each scheduled work day. The employee must take the vehicle to his/her home and is responsible for the vehicle's care and safety during the period of time it is with the employee. No Town vehicles may be left at locations other than the employee's stated residence. The employee will sign a written agreement with the Town setting forth these terms." The provision prohibiting Town employees who live outside of Town limits from commuting in Town vehicles is hereby repealed from the text. All other provisions in this section, not inconsistent therewith, will remain in effect.

NOW, THEREFORE, BE IT RESOLVED that the Town of Burnsville's Employee Handbook adopted February 2, 2017 is amended as follows:

1. That above amendment to the Town of Burnsville's Employee Handbook hereby adopted.
2. That any provisions remaining inconsistent with the changes made herein are hereby repealed.
3. That these amendments become effective upon adoption.
4. That any amendments to any provisions found to be inconsistent with North Carolina Law are severable and do not affect the remaining provisions of the Employee Handbook.

This the \_\_\_ day of \_\_\_\_\_, 2021.

Town of Burnsville:

By: \_\_\_\_\_  
Judy Buchanan, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
J. Chad Fox, Town Clerk

## **2021 Events on the Town Square**

- 9/11/21 **March For Jesus** 8am-4pm  
Tim Autrey  
Requesting stage



Western North Carolina Chapter  
100 Edgewood Rd  
Asheville, NC 28904  
(828) 674-7811  
gail.barksdale@redcross.org

July 26, 2021

Dear Mayor Coletta and Council Members,

The American Red Cross has experienced blood drive cancellations each month due to the impact of COVID-19 on sponsoring organizations nationwide. Behind the units lost from cancelled drives are real people in need of lifesaving care, and countless more who love and depend on them. Even as COVID-19 conditions improve, blood drive cancellations inevitably continue, putting patients at risk of insufficient blood supplies to treat chronic illness and trauma—especially in critical times.

In Western North Carolina, we need ~90 drives per month to sustain the needs of patients suffering chronic illness like sickle cell disease, diseases like cancer and unexpected trauma—the need doesn't stop, even while progress continues in the battle against COVID-19.

**Can you help us with site locations for blood drives, or would you consider becoming a Blood Drive Sponsor for a bigger impact on patients in need?** In order to care for the most vulnerable among us, we need new site locations and sponsors to successfully get healthy, eager donors to donate. If you have a possible site or can recruit 40-50 donors you can have a big impact on patients in need of life saving blood.

The packets that are attached provide general information about the five lines of service the Red Cross provides and more detailed information about blood services. If you would like to support the American Red Cross by providing a site for blood drives and/or possibly becoming a blood drive sponsor, please feel free to reach out to me! I would love to talk with you!

On behalf of patients and their families, thank you for your consideration and support during this public health emergency.

Warm Regards,

A handwritten signature in black ink that reads "Gail Barksdale".

Gail Barksdale  
Account Representative  
Donor Services Recruitment  
Gail.barksdale@redcross.org

**Valerie Jaynes**  
Chair of the Board

**Todd McNeill**  
Vice-Chair



**Doug Matheson**  
Secretary

**Dennis Aldridge**  
Treasurer

468 New Market Blvd.  
Boone, NC 28607

[www.hccog.org](http://www.hccog.org)

Phone: 828-265-5434

Fax: 828-265-5439

**Executive Board Meeting**  
**July 19, 2021 | 7:00 p.m.**  
**HCCOG Board Room**

**I. CALL TO ORDER AND INVOCATION**

*Valerie Jaynes, Executive Board Chairwoman*

**II. CONSIDERATION OF JUNE 2021 MINUTES [ACTION]**

*Valerie Jaynes, Executive Board Chairwoman*

**III. FINANCIAL MATTERS**

*Julie Page, Finance Officer*

- Financial Highlights as of June 30, 2021 [ACTION]

**IV. AREA AGENCY ON AGING PROVIDER UPDATES**

(20 minutes)

*Kathy Garland, Director of Mitchell County Senior Center*

*Karon Edwards, Executive Director of the Alleghany Council on Aging*

**V. REPORT FROM THE ADVISORY COMMITTEE & EXECUTIVE DIRECTOR**

(10 minutes)

*Julie Wiggins, Executive Director*

- Update on Regional Programs, Projects, and Issues
- Other Business

**VI. BOARD MEMBER COMMENTS**

**VII. CHAIRWOMAN'S COMMENTS**

**VIII. OTHER BUSINESS**

**IX. PUBLIC COMMENT**

**X. ADJOURNMENT [ACTION]**

**\*\*At next month's meeting (August 16<sup>th</sup>), please arrive by 6:30 PM for an updated group Executive Board photo. \*\***

**HIGH COUNTRY COUNCIL OF GOVERNMENTS  
EXECUTIVE BOARD MEETING  
JUNE 21, 2021  
MINUTES**

The Executive Board of the High Country Council of Governments (HCCOG) met June 21, 2021, 7:00pm, in-person and virtually via Zoom. The following members were present in-person at the meeting: Charles E.Vines, Robert L. Johnson, Brenda Lyerly, Eddie Settle, Johnny Riddle, Andrew Soots, Dennis Aldridge, Rocky Buchanan, Tom Hartman, Jim Blevins, Rennie Brantz, and Todd McNeill. The following members were present virtually via Zoom at the meeting: Theresa Coletta, Valerie Jaynes, Doug Matheson, Kevin Reece. The following staff and guests were present at the meeting either in-person or via Zoom: Julie Wiggins, Julie Page, Jeff Hedrick, Keith Deveraux, Pam Wilson, Jessica Greer, Phil Trew, and Victoria Potter.

**CALL TO ORDER AND INVOCATION**

Vice-Chairman McNeill welcomed everyone to the High Country Council of Governments June Executive Board meeting. Vice-Chairman McNeill called on Eddie Settle to lead the invocation. Vice-Chairman McNeill then led the Board in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES**

Robert L. Johnson made a motion to approve the May 17, 2021 Executive Board minutes. Johnny Riddle seconded the motion. Motion carried.

**FINANCIAL MATTERS**

**Financial Highlights**

Finance Officer, Julie Page presented the Financial Highlights (Attachment A) and reviewed revenues versus expenditures and balances. Mrs. Page noted that we will likely not drop below the 16% unassigned fund balance. Mrs. Page also noted that the operating account is higher because of Aging funds received in May. Mrs. Page is working on end of year closure, to be completed by July 31<sup>st</sup>, audit preparation and preparing the audit schedule.

**Budget Amendment #6**

Mrs. Page explained that Budget Amendment #6 (Attachment A1) is a reduction of \$7,500.00 for the Workforce Development department due to COVID-19 Dislocated Worker funds not being available.

Brenda Lyerly made a motion to approve the Financial Highlights as of May 31, 2021 and Budget Amendment #6. Charles E. Vines seconded the motion. Motion carried.

**FY 2021-2022 BUDGET RESOLUTION**

Julie Wiggins, Executive Director presented the FY2021-2022 Budget Resolution (Attachment B) for approval. Charles E. Vines made a motion to approve the FY 2021-2022 Budget Resolution. Robert L. Johnson seconded the motion. Motion carried.

**WIOA/NCWORKS UPDATE**

Keith Deveraux, Workforce Development Board Director introduced Pam Wilson, NCWorks Regional Manager (serving Avery, Mitchell, Yancey counties) and WIOA Coordinator for Mayland Community College. Mrs. Wilson presented an overview of available services from the NCWorks Centers, discussed current and upcoming projects, Unemployment Claims as of April

2021, and shared local success stories. (Attachment C). Mrs. Wilson noted that employers are still having a hard time finding and retaining employees. Jessica Greer, NCWorks Regional Manager (serving Alleghany, Ashe, Watauga and Wilkes counties). Mrs. Greer discussed upcoming projects and events, promotional articles/recordings with local media outlets, and a local success story. Mr. Deveraux noted their motto: better workers, better jobs = better economy. NCWorks is the one stop career center to look for jobs, explore new opportunities, get job training, etc. Mr. Deveraux also mentioned that Goodwill of Northwest NC is the new WIOA service provider for Mrs. Greer's region. Brenda Lyerly asked about the Finish Line Grant, Mrs. Greer explained that if a student is over 50% completed in their program and an emergency comes up, this provides funding to complete their program.

### **REPORT FROM THE ADVISORY COMMITTEE AND EXECUTIVE DIRECTOR**

Julie Wiggins, Executive Director asked everyone to save the date for the 46<sup>th</sup> Annual Banquet: Friday, September 10<sup>th</sup> at Linville Ridge. Ms. Wiggins noted that prices have increased and that the Advisory Committee recommends that the ticket price increase to \$50.00 per person and to increase sponsorship levels. Johnny Riddle made a motion to approve increasing the Annual Banquet ticket price to \$50 per person and to approve increasing sponsorship levels to \$1,000.00, \$2,000.00, and \$3,000.00. Robert L. Johnson seconded the motion. Motion carried.

Ms. Wiggins also discussed the recent Legislative Day with the NCARCOG Association in Raleigh. She, Vice-Chairman Todd McNeill, and Commissioner Dennis Aldridge were able to visit with six of our eight state elected officials. Ms. Wiggins mentioned that this will be the last hybrid Zoom and in-person meeting, for the July meeting we will be fully in-person.

### **BOARD MEMBER COMMENTS**

Vice-Chairman McNeill read a thank you card from Chairwoman Jaynes regarding the passing of her mother. Johnny Riddle thanked everyone for the good reports.

### **ADJOURNMENT**

As there were no other comments or business, Robert L. Johnson made a motion to adjourn. Johnny Riddle seconded the motion. Motion carried. Meeting adjourned at 7:52 pm.

\_\_\_\_\_  
Chairwoman, Valerie Jaynes

\_\_\_\_\_  
Clerk to the Board, Victoria Potter

Date \_\_\_\_\_

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Chair of the Board

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## FINANCIAL HIGHLIGHTS July 19, 2021, Executive Board Meeting

June 30, 2021 as of 7-15-2021			
			2020
Total Fund Balance - Governmental Funds			\$ 1,392,247
Restricted Fund Balance - GF			\$ 112,360
Assigned Fund Balance - GF			\$ 84,579
Unassigned Fund Balance - GF			\$ 1,195,308
		2021	
Total Expenditures - YTD	\$ 5,090,375		\$ 5,392,193
Total Fund Balance as % of General Fund Expenditures*	17.88%		25.82%
Unassigned Fund Balance as % of General Fund Expenditures*	15.35%		22.17%
<b>*FY2021 Budget Expenditures \$7,785,140</b>		<b>FISCAL YEAR 2020-2021</b>	
		<b>BUDGET</b>	<b>ACTUAL</b>
<b>Total Revenue</b>			
General	\$ 224,549		\$ 210,531
Planning/Development	\$ 958,718		\$ 783,392
Area Agency on Aging	\$ 3,633,005		\$ 2,686,985
Workforce Development	\$ 2,968,868		\$ 1,285,886
	\$ 7,785,140		\$ 4,966,794
<b>Total Expenditures</b>			
General	\$ 224,549		\$ 199,345
Planning/Development	\$ 958,718		\$ 782,432
Area Agency on Aging	\$ 3,633,005		\$ 2,764,594
Workforce Development	\$ 2,968,868		\$ 1,344,004
	\$ 7,785,140		\$ 5,090,375
Revenues over (under) expenditures			\$ (123,580)
<b>Cash Balances</b>			
Operating Account	\$ (31,856)		
NCCMT Account	\$ 1,150,264		
	\$ 1,118,409		



**NOTES:**

***Audit FY2021 progressing***

*The financial information in the report reflects the HCCOG's overall financial position for the fiscal year through June 30, 2021 as of 7-15-2021 and is for the management discussion purposes only.*

Julie Page, Finance Officer  
July 15, 2021