

**MINUTES**  
**VILLAGE OF FLAT ROCK COUNCIL MEETING**  
**ASSEMBLY ROOM**  
**JANUARY 10, 2019**  
**9:30 A.M.**

Mayor Staton presided over the January 10, 2019, council meeting at 9:30 a.m. Those present in addition to Mayor Staton were Vice Mayor Weedman, Council Members Dockendorf, Gooch, Jamerson and Posey, Village Clerk Parker, and Village Administrator Christie. Council Member Brown was not present.

**MOMENT OF SILENT MEDITATION/PLEDGE OF ALLEGIANCE**

Mayor Staton led the group in a moment of silent meditation. He then led the group in the Pledge of Allegiance.

**AGENDA APPROVAL/CHANGES**

Under *New Business – Item #7 – Village Hall Grounds Maintenance* was added to the agenda. Council Member Gooch made a motion to approve the agenda as amended, seconded by Vice Mayor Weedman. The vote was unanimous, motion carried.

**Public Comments** – None

**Consent Agenda**

The Consent Agenda consisted of the following:

- October 29, 2018 – Agenda Workshop Minutes
- November 8, 2018 – Council Meeting Minutes
- December 3, 2018 – Agenda Workshop Minutes
- December 13, 2018 – Council Meeting Minutes
- Discoveries and Releases

Council Member Jamerson made a motion to approve the Consent Agenda, seconded by Council Member Gooch. The vote was unanimous, motion carried.

**Special Reports**

2. Administration – Village Administrator Christie

Administrator Christie reviewed the December 2018 zoning report dated January 3, 2019, and the Village Administrator report dated January 3, 2019 (see attached reports).

3. Tax Report – Vice Mayor Weedman

Vice Mayor Weedman reported that, as of January 9, 2019, the current fiscal year tax collections are at 96.28 percent with \$912,833.12 total collected (see attached report dated January 9, 2019).

4. Park Update – Council Member Brown

In Council Member Brown's absence, Park Ranger Wilkerson gave an update on the following:

***Heavy rain and flooding*** – Overall the park handled the flooding well, but there was damage to the trails in a few areas. FitzSimons Property Services is making repairs this week.

***Playground Shade Structure*** – The post and beam portion of the playground shade structure construction began on Tuesday and should be completed today. Work on electrical, lighting, security cameras and other finishing items will be completed over the next few weeks.

***Tot Lot*** – Don Farr, John Wilkerson, and Ginger Brown met with WGLA Engineering yesterday to develop plans for the grading and drainage work on both the new Tot Lot site and the existing playground. Implementing a more thorough drainage plan for the Tot Lot site will likely delay installation of the elements, but we feel it's important to do it right rather than face issues like we are seeing in the existing playground. We still hope to have everything complete by late spring.

**A. Playground Safety Policy**

John Wilkerson explained he attended a playground safety course in November and got certified as a playground safety inspector. He learned through the course the importance of proper documentation for the playground. After researching, he drafted the playground safety policy, injury report, and a playground maintenance work order form.

Vice Mayor Weedman made a motion to approve the playground safety policy, seconded by Council Member Dockendorf. The vote was unanimous, motion carried. (See attached policy.)

5. Foundation Update – Council Member Gooch

Council Member Gooch turned the meeting over to Duncan Fraser. Mr. Fraser presented and reviewed the Foundation's Statement of Financial Position dated January 10, 2019 (see attached report). The Public Support Received summary of Six Months Ended December 31, 2018 presented to Council is attached.

Mr. Fraser stated the board has extended the timeframe for any non-designated donations to go towards the Play, Learn, Grow campaign through January 31, 2019, and guarantee they will meet the \$125,000.00 commitment. He reported the Foundation will reimburse the Village \$19,080.32 for expenditures for completed amenities through December 31, 2018.

6. Transportation Update – Council Member Dockendorf

Council Member Dockendorf reported on the following:

NCDOT has fixed a water leak on Kanuga Road. They will be working on a drainage problem by extending a drainage pipe on Glassy Lane. In a previous council meeting, Ted Etherington expressed concerns with various signs throughout the Village. Mr. Dockendorf has talked with NCDOT and they will review the signs to see if some can be eliminated.

The study group for the walking trail between Carl Sandburg Home site and the Park will meet on February 8, 2019, 10:00 a.m. at the Village Hall.

The round-about at Shepherd Street and Erkwood is moving slowly; currently moving utilities.

Kanuga Road project is moving forward with small compromises with property owners.

Roundabouts at White Street and in Laurel Park are moving forward.

The French Broad River MPO stated the state road construction funds are lowering significantly for the future. The I-26 project is taking the budget for WNC, so there won't be a lot of money available for smaller projects. The Henderson County Traffic Advisory Committee put a lot of points in to getting the three lanes for I-26 extended from Four Seasons Boulevard to the Greenville Highway connector.

**Old Business** – None

**New Business**

7. Village Hall Grounds Maintenance – Mayor Staton

Mayor Staton reported we have never had a contract to maintain grounds for the Village Hall property. A draft agreement has been made with Henski's Property Services, LLC, doing business as FitzSimons Property Services. The scope of the work is for maintaining the grounds, to include lawn and landscaping services, and including inspections of on-site brick sidewalks. The contract amount is \$900/month which is within the budget of \$15,000.00 pa, a three-year contract with annual adjustments of contract amount as of April 1.

Mayor Staton stated before any of the additional services, materials, and additional costs were done, FitzSimons would come to Administrator Christie and if necessary she would bring to Council any additional costs that she would deem excessive or need Council to approve.

After discussions, Council Member Gooch made a motion to approve the agreement, seconded by Council Member Dockendorf. The vote was unanimous, motion carried.

**Other Business**

8. Mayor – Council Reports

Council Member Posey reported the Planning Board met January 8, 2019, the Implementation Plan for the Comprehensive Land Use Plan is in the final stages for review. The annual Ice Cream Social is scheduled for June 1, 2019, and she is looking for an ice cream freezer to buy.

Council Member Jamerson stated she still needs the budget adjustment forms for any over-budget items from council members.

Mayor Staton mentioned since Polly Angelakis, Superintendent of the Carl Sandburg Home National Historic Site was not able to attend, he reported that the park rangers are caring for the goats, the Blue Ridge Parkway Law Enforcement Rangers are patrolling the park since the park is closed. They have a plan in place to manage any winter storm concerns, and a plan in place to reopen the park once a budget resolution is reached.

**Public Comments - None**

**Adjournment**

With no further discussions, the meeting was adjourned at 10:20 a.m.

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Michelle Parker, CMC  
Village Clerk

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Robert V. Staton  
Mayor