

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
SHEILA FRANKLIN  
JIM PLAYER  
TREVOR C. LANCE  
KEITH REED

## Town Council Meeting October 14, 2024 at 6:00 PM

Call the meeting to order at: 6:00 PM

Moment of Silence:

Pledge of Allegiance:

Public Comments:

*"We will strive to uphold each citizen's First Amendment right to free speech. We will ensure a level of civility and decorum. We ask that all speakers be respectful and adhere to the three-minute time limit. Council is not expected to debate/discuss issues during public comment."*

Approval of minutes - corrections, additions or deletions

- 1) Agenda Review Meeting September 3, 2024
- 2) Regular Meeting September 9, 2024

Council Updates

Consent Agenda

- 3) Approval of Resolution R-24-02 waiver of permit fees for properties affected by Hurricane Helene
- 4) Approval of Resolution R-24-03 to temporarily lift restrictions on RV/Camper Occupancy.

Discussion Items

- 5) Discussion of Legislative Priorities List for 2024-2025 - Mark Biberdorf, Town Manager
- 6) Report on Tropical Storm Helene Response Efforts - Mark Biberdorf, Town Manager

Town Manager Report

## Department Reports

### 7) September Reports

Adjourn

### **Upcoming Events**

LGCCA October 15, 2024, at 3:00 pm (Flat Rock hosting) **CANCELLED**

Halloween Event October 26, 2024 12:00 to 2:00 pm

Fall Food Pantry from October 28, 2024, to November 23, 2024 **CANCELLED**

Veterans Salute Breakfast November 2, 2024, at 9:00 am

Agenda Review Meeting November 4, 2024, at 6:00 pm "Multipurpose Room"

Regular Meeting November 12, 2024, at 6:00 pm "Tuesday"

"This Institution is an equal opportunity provider."

Town of Fletcher  
Town Council Agenda Review Meeting  
Minutes  
September 3, 2024

**Call the meeting to order at: 6:00 PM**

Those who were in attendance are as follows:

Mayor Preston Blakely  
Mayor Pro-Tem Sheila Franklin  
Councilmember Jim Player  
Councilmember Trevor Lance  
Councilmember Keith Reed  
Town Manager Mark Biberdorf  
Planning & Zoning Director Eric Rufa

**Moment of Silence:**

**Pledge of Allegiance:**

**Presentation of Proclamation(s) for National Recovery Month, & Suicide Prevention Month and then a plaque for years of service to an outgoing Planning Board member by Mayor Blakely**

**Presentation of plaque to Duane Gentle honoring his years of service on the Planning Board.**

**Presentation of a Proclamation in honor of National Recovery Month.**

**Presentation of a Proclamation in honor of World Suicide Prevention Day & National Suicide Prevention Month**

**Public Comments:**

No comments were made at this time.

**Approval of minutes - corrections, additions or deletions**

**Agenda Review Meeting August 5, 2024**

**Regular Meeting August 12, 2024**

No comments were made at this time.

## **Council Updates**

Councilmember Trevor Lance stated that the Fletcher Fire Chief's last day would be April 30, 2025, as he has put in for retirement. The board is starting the process to look for his replacement with a job description and recruitment.

## **Consent Agenda**

**Tax refunds/releases.**

## **Approval of request from Windsor Built Homes for street take over in Sycamore Cottages**

Planning & Zoning Director Eric Rufa went over the information concerning the street takeover of Sycamore Cottages and stated that he would include the Resolution in the packet for next week that council needs to approve. He also had a representative from Windsor Built to answer any questions concerning the subdivision that council may have on this item.

Town Manager Mark Biberdorf stated that this will add to our Powell Bill allocation as well.

Discussion Followed:

## **Discussion Items**

### **Consideration of establishing a farmers market in Fletcher - Mark Biberdorf, Town Manager**

Town Manager Mark Biberdorf went over the most recent information that he had concerning the potential of a Farmers Market in Fletcher. He stated that he spoke with Karen Blaedow at the Agricultural Extension Office, and she gave him some suggestions on where a market might work here in Fletcher. He also said that he would be attending a market managers' meeting on September 17 to discuss this with them.

Discussion Followed:

### **Retail recruitment plan submitted by Retail Strategies - Mark Biberdorf, Town Manager**

Town Manager Mark Biberdorf stated that he would be going over a draft of the proposed recruitment plan with retail strategies. They are going to go over this with me at a team Zoom meeting tomorrow, and they will give me a written proposal that I will share with you. If there are a lot of questions and something you are not comfortable with, then I will schedule another Zoom call where council can attend to get any questions answered that you may have.

### **Research on retail rehabilitation grant programs - Mark Biberdorf, Town Manager**

Town Manager Mark Biberdorf went over some information on grant programs to help local businesses rehab their properties. He is asking council for permission to reach out to local

businesses to see if this is something that they might be interested in.

Discussion Followed:

### **Town Manager Report**

I have been approached by First Citizens Bank about a Community Shred event (Pill drop) for Friday, October 25 out of several dates that were suggested. This appears to be the best date. I will email Mitizi back to let her know that this would be the best date out of what was suggested if the council is good with this.

The council agreed on Friday, October 25.

On the Fall Litter sweep which is September 14 through September 28th, I will be doing a Blackboard call on this, and we already have one group that is interested (Christ School) and they are looking at picking up litter on September 11th. We usually get some other groups that are interested as well.

Our Fletcher Family Fun Festival is coming up on Saturday, September 21, 2024, from 4:00 to 7:00 pm.

### **Department Reports**

#### **August Reports**

#### **Adjourn**

**Mayor Blakely** asked for a motion to adjourn

Councilmember Jim Player motioned to adjourn and it was seconded by Mayor Pro-Tem Sheila Franklin.

Motion all in favor.

Adjourned: 6:52 pm

### **Upcoming Events**

**Regular Meeting September 9, 2024, at 6:00 pm**  
**Fletcher Family Fun Festival September 21, 2024 4:00 to 7:00 pm**  
**Agenda Review Meeting October 7, 2024, at 6:00 pm**  
**Regular Meeting October 14, 2024, at 6:00 pm**  
**Halloween Event October 26, 2024 12:00 to 2:00 pm**  
**Fall Food Pantry from October 28, 2024 to November 23, 2024**  
**Veterans Salute Breakfast November 2, 2024, at 9:00 am**

Approved.

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Date

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Signed

Town of Fletcher  
Town Council  
Minutes  
September 9, 2024

**Call the meeting to order at: 6:00 PM**

Those who were in attendance are as follows:

Mayor Preston Blakley  
Mayor Pro-Tem Sheila Franklin  
Councilmember Trevor Lance  
Councilmember Keith Reed  
Councilmember Jim Player  
Town Manager Mark Biberdorf  
Planning & Zoning Director Eric Rufa

**Moment of Silence:**

Mayor Blakely led the group in a moment of silence.

**Pledge of Allegiance:**

Mayor Blakely led the group in the pledge of allegiance.

**Presentation of Proclamation(s) for National Recovery Month, & Suicide Prevention Month and then a plaque for years of service to an outgoing Planning Board member by Mayor Blakely**

**Presentation of a Proclamation in honor of National Recovery Month.**

**Presentation of a Proclamation in honor of World Suicide Prevention Day & National Suicide Prevention Month**

**Presentation of plaque to Duane Gentle honoring his years of service on the Planning Board.**

Mayor Blakely presented the proclamation(s) in honor of Suicide Prevention & National Recovery Month. He also presented a plaque to Mr. Gentle in honor of his years of service on the Planning Board.

**Public Comments:**

No comments were made at this time.

**Approval of minutes - corrections, additions or deletions**

## **Agenda Review Meeting August 5, 2024**

### **Regular Meeting August 12, 2024**

**Mayor Blakely** asked if there were any corrections or additions to the minutes as presented and if not do I have a motion to approve the minutes as presented.

Councilmember Trevopr Lance motioned to approve the minutes, and it was seconded by Councilmember Jim Player.

Motion all in favor.

### **Council Updates**

No comments were made at this time.

### **Consent Agenda**

#### **Tax refunds/releases.**

#### **Approval of Resolution R-24-02 accepting infrastructure in Sycamore Cottages into the Fletcher street system.**

**Mayor Blakely** asked for a motion to approve the consent agenda as presented.

Councilmember Keith Reed motioned to approve, and it was seconded by Mayor Pro-Tem Sheila Franklin.

Motion all in favor.

### **Discussion Items**

#### **Consideration of establishing a farmers market in Fletcher - Mark Biberdorf, Town Manager**

Town Manager Mark Biberdorf stated that he really did not have anything else to add to this item. Just a reminder that he would be attending a zoom meeting with the market managers on September 17. There has been some interest from other businesses in having a farmers' market in the area as well.

Discussion Followed:

#### **Retail recruitment plan submitted by Retail Strategies - Mark Biberdorf, Town Manager**

Town Manager Mark Biberdorf gave a PowerPoint presentation on the recent study done by Retail Strategies for the town center project. He also went over the figures on the Gap sheets to show what the need is for in this area.

Discussion Followed:

### **Research on retail rehabilitation grant programs - Mark Biberdorf, Town Manager**

Town Manager Mark Biberdorf stated that he had reached out to one of the owners of The Plaza shopping center here in Fletcher, and he is willing to meet with us. Eric Rufa and I are going to meet with him sometime next week. I want to talk to them about what is going on with the town center project property and how it impacts what they have there and what we are trying to do and see what their long-term goals are. If you approve it, I wanted to see if they would be interested in grant opportunities.

### **Town Manager Report**

I know I mentioned to you about a community shred day in the fall. I am waiting to hear back from First Citizens Bank Mitizi Reed about Friday, October 25th being the best day.

Councilmember Keith Reed said that October 25 was not going to work and that it looked like it would be Friday, October 18 instead.

Town Manager Mark Biberdorf stated that would work ok for us but, he was not sure about the schedule for the police department to have a pill drop, then he would have to look into that. We could still do just a shred event without a pill drop. The police department does have a medication drop box in their lobby that is well-used.

On the fall litter Sweep participation I will be getting a call-out in the next day or so to promote it. Christ School is volunteering to pick up litter so they will be by to get supplies to do this. We provide bags, vests and pick-up sticks.

Our Fletcher Family Festival is next Saturday, September 21, from 4:00 to 7:00 pm.

### **Department Reports**

#### **August Reports**

#### **Adjourn**

**Mayor Blakely** asked for a motion to adjourn

Councilmember Jim Player motioned to adjourn, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Adjourned at: 6:52 pm

### **Upcoming Events**

**Fletcher Family Fun Festival September 21, 2024 4:00 to 7:00 pm**  
**Agenda Review Meeting October 7, 2024, at 6:00 pm**  
**Regular Meeting October 14, 2024, at 6:00 pm**  
**Halloween Event October 26, 2024 12:00 to 2:00 pm**  
**Fall Food Pantry from October 28, 2024 to November 23, 2024**  
**Veterans Salute Breakfast November 2, 2024, at 9:00 am**

Approved.

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Date

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Signed

## MEMORANDUM



TO:

FROM:

COPY TO:

DATE:

SUBJECT: Approval of Resolution R-24-02 waiver of permit fees for properties affected by Hurricane Helene

Background:

Recommendation:

Attachments:

1. ResolutionDoc\_Helene waive fees R-24-02

**Resolution R-24-02**

**A Resolution to Waive Zoning & Floodplain Development Permit Fees for Properties Affected by Hurricane Helene**

**WHEREAS**, the impacts of the recent Hurricane Helene caused significant damage to structures and property in the Town of Fletcher; and

**WHEREAS**, there will be a large volume of permitting for repairs and rebuilding of damaged structures;

**NOW, THEREFORE, BE IT RESOLVED** by the Fletcher Town Council that Zoning and Floodplain Development permit fees will be waived for any permitting related to repairs to, or the rebuilding of, structures and/or properties damaged by Helene.

**APPROVED & ADOPTED** by the Fletcher Town Council on this 14<sup>th</sup> day of October, 2024.

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Mayor Preston Blakely

ATTEST:

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Christine Thompson, MMC NCCMC  
Town Clerk

## MEMORANDUM



TO:

FROM:

COPY TO:

DATE:

SUBJECT: Approval of Resolution R-24-03 to temporarily lift restrictions on RV/Camper Occupancy.

Background:

Recommendation:

Attachments:

1. ResolutionDoc\_Helene campers-Rv's R-24-03

**Resolution R-24-03**

**A Resolution to Temporarily Lift Restrictions on RV/Camper Occupancy**

**WHEREAS**, the impacts of the recent Hurricane Helene caused devastating and catastrophic damage in our region; and

**WHEREAS**, the impact from the storm has caused many people of Western North Carolina to become displaced; and

**WHEREAS**, Section 4.10 (A.9) of the Fletcher Land Development Code (LDC) severely limits occupancy of a camper or RV.

**NOW, THEREFORE, BE IT RESOLVED** by the Fletcher Town Council that Section 4.10 (A.9) of the Fletcher Land Development Code be temporarily lifted for a period of twelve (12) months so that those displaced by the storm may occupy a camper or RV if needed.

**APPROVED & ADOPTED** by the Fletcher Town Council on this 14<sup>th</sup> day of October, 2024.

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Mayor Preston Blakely

ATTEST:

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Christine Thompson, MMC NCCMC  
Town Clerk

## MEMORANDUM



TO:

FROM:

COPY TO:

DATE:

SUBJECT: Discussion of Legislative Priorities List for 2024-2025 - Mark Biberdorf, Town Manager

Background:

Recommendation:

Attachments:

1. MemoToCouncil - Legislative Priorities List.10.3.2024
2. Fletcher. Legislative Priorities List. FY 24-25. Proposed
3. Town of Fletcher - Request for Legislative Funding Assistance. October 2024

## **MEMORANDUM**

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager

DATE: October 3, 2024

SUBJECT: Legislative Priorities List for 2024-2025

Last year I prepared a draft Legislative Priorities List that was ultimately approved and used for meetings with members of our legislative delegation. I have included a similar updated list for your review and discussion in addition to specific project list for funding assistance. I have also attached the North Carolina League of Municipalities' Legislative Goals to show how it mirrors some of our priorities.

If you should have any questions on this item prior to the meeting, please let me know.

MEB/meb

Attachments

## 2024 – 2025 Legislative Priorities for Town of Fletcher

- 1) Development of the Fletcher Town Center – Funding support for infrastructure to the site, construction of public facilities, and creation of jobs.
- 2) Support for funding mechanisms to be put in place when state or federal legislation is passed that requires municipalities to carry out the provisions of the legislation – no unfunded mandates.
- 3) Expanded grant funding for the development of local recreational facilities – indoor recreational facilities for Parks & Rec. and outdoor facilities, including greenways.
- 4) Expanded grant funding to support smaller law enforcement agencies with equipment, staffing, and facility needs.
- 5) Advocating for western North Carolina getting an equitable share of community and economic development funds.
- 6) Seeking legislation that would provide the Town with enhanced local option revenue sources that are approved by a local referendum, i.e. local option sales tax, occupancy taxes designated for local services, and impact fees for transportation.
- 7) Assistance for expanding the availability of water and sewer to un-served areas as identified by the Town of Fletcher.
- 8) Ensure that adequate funding is in place to maintain DOT roads to a high standard.
- 9) Support for additional federal and state resources to facilitate workforce housing projects.

Town of Fletcher  
Requests for Legislative Assistance

Project Name	Organization	Location	Cost Information	Project Description & Cost Share Opportunities
Cane Creek Greenway Extension	Town of Fletcher	Areas along Cane Creek extending from Bill Moore Community Park in Fletcher toward the French Broad River.	\$3,000,000 - \$5,600,000	The Town of Fletcher has been working for several years with adjoining property owners and Conserving Carolina to extend the Cane Creek Greenway. This would help to create a new leg of our greenway system that could connect with a larger regional system. Funding from the legislature could be used as a potential grant match along with local funding. The Town is also pursuing federal grants for this project.
Fanning Bridge Road Sewer Extension Project	Town of Fletcher	Westfield Road, North Hudson Lane, and Dogwood Terrace located off of Fanning Bridge Road	\$700,000 - \$900,000	Certain areas of Fletcher do not have sanitary sewer service but could greatly benefit from this service due to struggling septic systems. One particular area that would benefit from the extension of sewer is a neighborhood located off of Fanning Bridge Road. This neighborhood consists of the properties located on Westfield Road, North Hudson Lane, and Dogwood Terrace. The Town has been in communication with the Metropolitan Sewerage District (MSD) to discuss the logistics for extending sewer service to the Fanning Bridge Road neighborhood.
Automated License Plate Reader (ALPR) Implementation	Town of Fletcher Police Dept.	Various intersection locations across the Town of Fletcher	\$15,000	The use of ALPR cameras is an emerging technology that has been in place for several years now as a crime fighting tool. The video that is captured of passing vehicles is used to search for suspect vehicles that have been involved in, or tied back to, a crime. The Fletcher Police Department would like to purchase four cameras to start utilizing this technology to help solve crimes in our area.



## MEMORANDUM



TO:

FROM:

COPY TO:

DATE:

SUBJECT: Report on Tropical Storm Helene Response Efforts - Mark Biberdorf, Town Manager

Background:


Recommendation:

Attachments:

1. Tropical Storm Helene Disaster Response Report
2. How to Apply for FEMA Assistance Following Hurricane Helene

## MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager 

DATE: October 4, 2024

SUBJECT: Tropical Storm Helene Disaster Response Report

It has been one week now since Tropical Storm Helene battered our entire region. The Town of Fletcher sustained significant damage but not nearly as bad as some of our neighbors. We are thankfully functioning as a municipality with some of our services still operating. We hope to gradually get back to full operations as the clean up process and repairs to certain public facilities are made.

### Distribution Site at Town Hall

At present, Town staff are assisting County partners and volunteers in operating a distribution hub at Town Hall. The distribution hub is essentially a site to provide needed commodities to the public that include water, food, baby supplies, and other items. It is operating during the hours of 9:00 a.m. to 6:00 p.m. We are not sure how long this distribution hub will be open but are willing to continue to support its operation for as long as it is needed.

### Communication of Utilities Restored

One of our focuses this past week has been communication to the public about utilities restored. This is primarily power (electricity) and water. Duke Energy has been in constant communication with myself and the public about restoration efforts. They have made significant progress with primarily pockets of the east side of Town still without power. The same can be said with water service with most of the Town restored with the exception of the Hoopers Creek area. The Hendersonville Utilities Department is hoping to have that area restored this weekend if possible.

### Debris Removal

One of the biggest challenges after a storm of this magnitude is debris removal. The Town will be working with Henderson County to begin a debris removal process. This will include the collection of debris and a staging area(s) where a waste removal contractor will permanently take the debris away. We are presently working with the County to help firm up those plans. This will take some time to implement as there is a significant amount of debris to remove across the County.

Assistance from FEMA for the General Public and Town Facilities

At this time, it appears that the biggest damage to public facilities is at Bill Moore Community Park. We have not completed our assessment of damage to all public facilities so there may be other areas that have sustained damage where repairs are necessary. The Town will also likely request reimbursement for expenses related to storm response efforts in assisting the public. This includes supplies, equipment, and personnel expense.

The public will also be able to apply for disaster assistance for uninsured damage or losses related to the storm. The attached flyer provides information on how to apply. We have been handing this out to the public at the distribution site at Town Hall.

If you should have any questions on this item prior to the meeting, please let me know.

MEB/meb

Attachment

## **How to Apply for FEMA Assistance Following Hurricane Helene**

North Carolina homeowners and renters in 25 counties and the Eastern Band of Cherokee Indians who had uninsured damage or losses caused by Hurricane Helene may be eligible for FEMA disaster assistance.

FEMA may be able to help with serious needs, displacement, temporary lodging, basic home repair costs, personal property loss or other disaster-caused needs. Homeowners and renters in Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Catawba, Clay, Cleveland, Gaston, Haywood, Henderson, Jackson, Lincoln, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Transylvania, Watauga, Wilkes and Yancey counties and the Eastern Band of Cherokee Indians can apply.

**There are several ways to apply: Go online to [DisasterAssistance.gov](https://DisasterAssistance.gov), use the FEMA App or call 800-621-3362 from 7 a.m. to 11 p.m. ET daily. The telephone line is open every day and help is available in most languages. If you use a relay service, such as Video Relay Service (VRS), captioned telephone or other service, give FEMA your number for that service.**

**FEMA's disaster assistance offers new benefits that provide flexible funding directly to survivors. In addition, a simplified process and expanded eligibility allows North Carolinians access to a wider range of assistance and funds for serious needs.**

### **What You'll Need When You Apply:**

**A current phone number where you can be contacted.**

**Your address at the time of the disaster and the address where you are now staying.**

**Your Social Security number.**

**A general list of damage and losses.**

**Banking information if you choose direct deposit.**

**If insured, the policy number or the agent and/or the company name.**

**If you have homeowners, renters or flood insurance, you should file a claim as soon as possible. FEMA cannot duplicate benefits for losses covered by insurance. If your policy does not cover all your disaster expenses, you may be eligible for federal assistance.**

**For the latest information about North Carolina's recovery, visit [fema.gov/disaster/4827](https://fema.gov/disaster/4827). Follow FEMA on X at [x.com/femaregion4](https://x.com/femaregion4) or on Facebook at [facebook.com/fema](https://facebook.com/fema).**

Fletcher Parks & Recreation Department  
Hurricane Damage report, October 3<sup>rd</sup>, 2024

Kate's Park was spared any real damage, the shelter, playground and Greenway are open for the public to use daily.

Bill Moore Community Park suffered devastating damage to many of its venues and amenities, below is a list of areas impacted during the storm:

1. security camera operating systems.
2. ball fields- infields, fences, bleacher
3. Duke light pole
4. Dog Park fences
5. Park signs-missing
6. concession building
7. Maintenance supply closet (supplies)
8. Lacrosse fields ( covered in mud)
9. Disc golf baskets
10. Big Park bridge – steel fence
11. Arboretum Gardena area
12. Playground looks to be ok, needs inspection
13. Maintenance overhead bay door
14. Park benches and picnic tables

We hope to be able to hold the Halloween Carnival on October 26<sup>th</sup> at Hunter Subaru on their Expo field in a modified version.

Greg Walker, Director

## Monthly Update— September, 2024 Planning & Zoning

**Planning Board/ZBA** – The board did not meet in September. October meeting was going to just be about some very minor amendments to the LDC, but this will be postponed until the regular November meeting in light of the storm and to wait to see if any specific items need to be discussed with the Board at that time.

- Continued day to day issuance of permits, fielded inquiries about potential new developments, and responded to miscellaneous complaints (various complaints involving zoning, solid waste, and/or junked vehicles.
- Continued work on implementation of various minimum measures related to the Town's MS4 Stormwater Permit. Continued discussions and work with Mary Roderick from LOS and Chris Brown from McGill on various aspects of the program.
- Participated in meeting/discussion with Retail Strategies and staff
- Participated in the Sept 12 meeting of the TCC (advisory board to the MPO).
- Participated in meeting with Town Manager and G&G properties and another interested party re: Town Center
- Survived Helene... We will get through this.