

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER



COUNCIL MEMBERS:
JIM PLAYER
TREVOR C. LANCE
KEITH REED
AMBER MCKINNEY

Town Council Agenda Review Meeting February 3, 2025 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 1-06-25
- 2) Regular Meeting 1-13-25

Council Updates

Consent Agenda

- 3) Approval of Resolution R-25-02 in support of reopening Chimney Rock State Park as soon as possible.

Discussion Items

- 4) Presentation of mid-year tax collector's report and permission to advertise delinquent taxes per NCGS 105-369 - Candy Broome, Tax Collector.
- 5) Discussion and review of applications to fill one vacancy and two expired terms on the planning board.
- 6) Request to start brush collection services for storm related debris - Mark Biberdorf, Town Manager

- 7) Update on efforts to start a farmers market in Fletcher - Mark Biberdorf, Town Manager

Town Manager Report

Department Reports

- 8) January Reports

Adjourn

Upcoming Events

Father Daughter Dance February 8, 2025, 3:00 to 6:00 pm

Regular Meeting February 10, 2025, at 6:00 pm

Agenda Review Meeting March 3, 2025, at 6:00 pm

Regular Meeting March 10, 2025, at 6:00 pm

Spring Shred event Saturday April 12, 2025, 9:00 to 12:00 pm

"This Institution is an equal opportunity provider."

Town of Fletcher
Town Council Agenda Review Meeting
Minutes
January 6, 2025

Call the meeting to order at: 6:00 PM

Councilmember Trevor Lance (Mayor Pro-Tem) and new Councilmember Amber McKinney were both sworn in by the town clerk.

Those who were in attendance are as follows:

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

Swearing in of Trevor Lance as Mayor Pro-Tem and Amber McKinney as Councilmember for District 1.

Budget Workshop on this past year accomplishments and emerging issues FY 2025-2026 Budget. (Regular Meeting)

Moment of Silence:

Pledge of Allegiance:

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting 12-2-24

Regular Meeting December 12-9-24

No comments were made at this time.

Council Updates

Mayor Pro-Tem Trevor Lance stated that the Fletcher Fire Department has hired a new fire chief, which is Robert Griffin, and he is from Edneyville. He will be starting the end of February.

Consent Agenda

Budget Amendment #2 to the FY 24/25 grant project ordinance

Approval of MPO memorandum of understanding and Resolution R-25-01.

Mayor Blakely asked if council had any questions or comments on the consent agenda?

There were no comments at this time.

Discussion Items

Public Hearing to consider amendments to the Land Development Code - Eric Rufa, Planning & Zoning Director.

Mayor Blakely asked if anyone had any comments on this item before the public hearing next week.

No comments were made at this time.

Presentation from Sergeant Diaz on his recent attendance at the National Forensic Academy.

Sergeant Diaz will be here next week to give council an overview of the National Forensic Academy that he recently completed.

Discussion regarding several planning board terms set to expire in February

Planning & Zoning Director Eric Rufa gave an overview of the upcoming vacancies on the Planning Board. We have several terms set to expire in February and the board members that want to continue serving have reapplied for their seats. There will be a vacancy in District 1 as James Bruggeman will not be reapplying for his seat. We are accepting applications through January 27. We will invite all applicants to the Agenda Review Meeting in February and then presumably the appointment will be made the following week at the regular meeting.

Discussion on filling vacant seats on council appointed boards.

Council reviewed the list of vacancies and have the vacant seat filled. The town clerk will update/amend the list and have it for final approval at the Regular Meeting next week.

Update on efforts to establish a farmers market in Fletcher - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf gave an update on a proposed Farmer's Market in Fletcher. He stated that he developed a survey that he sent out to local vendors, and he received a decent amount of feedback. I have set up a listening session here at town hall on Monday January 27 at 6:00 pm. We would like to start the new market in May of 2025.

Discussion Followed:

Update on storm related repairs at the park - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf gave an update on the recent repairs at Bill Moore Community Park. We did a request for qualifications, and we only received one proposal, and it was from McGill, and we have reviewed and accepted their proposal. The ballfields and all the fencing would be our highest priority and bid as one project, then the courts, the small dog park and the repair of the bridge at the back of the park. The last thing that would be needed is stream bank repair. I talked with Ben Cathey and hopefully we will be getting the bid package out this week.

Discussion Followed:

Town Manager Report

Related to the FEMA and storm damages for individual assistance the deadline has been extended to February 6, 2025. So, if you know of anyone that needs help, please let them know of this.

Discussion Followed:

There will be an after-action review session with Henderson County Emergency management to discuss the recent storm and what could we have done better. This will be on January 23 at 10:30 am.

You have a picture of some trees in South Chase at the entrance of Wood Hill Drive. These trees were planted way to close to the edge there at the curb and there have been some complaints about them. Some are already down, and others are dying. They are in the town right of way. We can take them down I just wanted to give you the heads up in case someone said something about that.

Discussion Followed:

Councilmember Jim Player mentioned the Hazardous waste items in the neighborhood that needed to be picked up soon as possible as they have been sitting there for a while now and the kids in the neighborhood have started to mess with them and with the snow coming soon his concern is that they get buried and someone runs over them causing a spill into the sewer/water system.

The Partnership for Economic Development has their elected official's luncheon next week on January 14, from noon to 1:30 at the Hedrick Road VSO.

I have a meeting set up with Kye Water from Senator Bud's office to discuss our legislative priorities list on January 16 at 2:00 pm. The mayor and I are attending if anyone else is interested in attending let me know.

Mayor Pro-Tem Trevor Lance asked about the lights on Rutledge Road since the storm he thinks that not all the lights have been replaced as the one area between The Authors and Heritage Park is very dark and a lot of people are walking back and forth between there and

someone may get hurt. He is asking for a light to be added/placed in that area.

Town Manager Mark Biberdorf stated that he would look into this.

Department Reports

December 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: 6:50 pm

Upcoming Events

Regular Meeting January 13, 2025, at 4:00 pm

LGCCA January 21, 2025, at 3:00 pm "Henderson County Hosting"

Agenda Review February 3, 2025, at 6:00 pm

Father Daughter Dance February 8, 2024

Regular Meeting February 10, 2025, at 6:00 pm

Approved.

Date

Signed

Town of Fletcher
Town Council Regular Meeting
Minutes
January 13, 2025

Call the meeting to order at: 4:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakley
Mayor Pro-Tem Trevor Lance
Councilmember Jim Player
Councilmember Keith Reed
Councilmember Amber McKinney
Planning & Zoning Director Eric Rufa
Parks & Recreation Director Josh Queen
Public Works Director Jabbo Prestley
Police Chief Dan Terry

Budget Workshop on this past year accomplishments and emerging issues FY 2025-2026 Budget.

IT- Mathew Horton, One Who Serves
Administration, Professional Services & Town Facilities - Heather Taylor
Parks & Recreation – Josh Queen
Police Department – Dan Terry
Public Works – Jabbo Pressley
Planning & Zoning – Eric Rufa
Accomplishment Overall, Revenues, CIP, Other Projects – Mark Biberdorf

Mayor Blakely asked for a motion to recess until 6:00 pm

Mayor Pro-Tem Trevor Lance motioned to recess, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Recessed at: 05:20 pm

Called the meeting back to order at: 6:00 pm

Moment of Silence:

Mayor Blakley led the group in a moment of silence for the people in California effected by the wildfires.

Pledge of Allegiance:

Mayor Blakely led the group in the pledge of allegiance.

Public Comments:

Before public comment Mayor Blakely honored former Parks & Recreation Director Greg Walker with the Long Leaf Pine Award.

No comments were made at this time.

Approval of minutes - corrections, additions or deletions**Agenda Review Meeting 12-2-24****Regular Meeting 12-9-24**

Mayor Blakely asked for a motion to approve the minutes as presented.

Councilmember Keith Reed 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**Budget Amendment #2 to the FY 24/25 Budget ordinance****Approval of MPO memorandum of understanding and Resolution R-25-01.**

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

Mayor Pro-Tem Trevor Lance motioned to approve the consent agenda, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Discussion Items**Public Hearing to consider amendments to the Land Development Code - Eric Rufa, Planning & Zoning Director.**

Planning & Zoning Director Eric Rufa went over his suggested amendments to the Land

Development Code and asked if council had any questions for him.

Mayor Blakely asked for a motion to enter public hearing

Councilmember Jim Player motioned to enter public hearing and it was seconded by Mayor Pro-Tem Trevor Lance

Motion all in favor.

Mayor Blakely asked for comments in the public hearing.

There were no comments from the public at this time.

Mayor Blakely asked for a motion to close public hearing.

Councilmember Jim Player motioned to close public hearing, and it was seconded by Councilmember Keith Reed

Motion Passed all in favor.

Mayor Blakely asked for a motion to approve the amendments to the Land Development Code as presented.

Mayor Pro-Tem Trevor Lance stated that he would make that motion, and it was seconded by Councilmember Jim Player.

Motion passed all in favor.

Presentation from Sergeant Diaz on his recent attendance at the National Forensic Academy.

Sergeant Diaz gave a power point presentation on his recent attendance at the National Forensic Academy and answered questions about the program.

Discussion Followed:

Review of updated council committee list.

The council went over the updated committee list and is agreeable with the changes.

Update on efforts to establish a farmers market in Fletcher - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf stated that there is not much from last week on this. We are working with a person at the Henderson County extension office and a non-profit group called ASAP (Appalachian Sustainability Agricultural Project). We have a listening session set up for the 27th of January at 6:00 pm. We did a survey prior to that time and had a good response from it. We will then determine location, time and day and we expect to start this in May.

Update on storm related repairs at the park - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf stated that last week I mentioned that we hired McGill Associates as they were the only ones that submitted a proposal, and the next step is developing bid specifications for each of our projects. I mentioned that the fencing on the ball fields is the highest priority project and then the dog park. We are going to do the multiuse courts separate as there is a little more going on there other than fence repair there. Then the bridge and some grading in the area at the entrance to the park as there is some sediment in there. Then some stream bank repair. The bid packet for the fencing has been sent out and the bid opening is on February 4th at 2:00 pm. We are also doing the bidding on our street resurfacing project that same day.

Town Manager Report

FEMA has extended the deadline for individual assistance to February 6th so if you know someone who needs help, please encourage them to reach out.

We are doing an after-action review with the county concerning Helene as to what went well and what didn't. The first meeting is on January 23rd for mayors and managers. Mayor and I will be attending that at 10:30 on the 23rd so if you have any questions or feedback let us know.

Wildwood Gardens has applied for assistance to repair/build bridges.

On the hazardous material pickup I have inquired into this as I know some have been picked up and others have not.

On the tree (Leeland Cypress) removal on Woodhill that has been taken care of by Public Works.

Our elected official's luncheon is at noon tomorrow (Henderson County Partnership for Economic Development) after that there is some other discussion at 1:30 on some changes within the partnership.

I have a meeting set up with Kye Water from Senator Bud's office this Thursday at 2:00 pm and the mayor and I our meeting with him in case anyone else can make it to the meeting.

Last week Trevor mentioned about some lighting on Rutledge Road near the new subdivisions and Jabbo looked at it and I don't think that there are any lights missing that we may just need to add some.

Discussion Followed:

Department Reports

December Reports

Adjourn

Mayor Blakely asked for a motion to adjourn.

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

Motion all in favor

Adjourned at: 06:50 pm

Upcoming Events

LGCCA January 21, 2025, at 3:00 pm "Henderson County Hosting"

Agenda Review February 3, 2025, at 6:00 pm

Father Daughter Dance February 8, 2025

Regular Meeting February 10, 2025, at 6:00 pm

Approved.

Date

Signed

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:



SUBJECT: Approval of Resolution R-25-02 in support of reopening Chimney Rock State Park as soon as possible.

Background:

Recommendation:

Attachments:

1. Resolution R-25-02 lake lure-chimney rock park

RESOLUTION # R-25-02

**RESOLUTION TO ASK FOR THE OPENING OF CHIMNEY ROCK PARK AT CHIMNEY
ROCK STATE PARK AS SOON AS POSSIBLE**

WHEREAS, The Town of Lake Lure and the Village of Chimney Rock were hit hard by Hurricane Helene.

WHEREAS, It is becoming evident that in order to remove sediment from Hurricane Helene's flood and make necessary repairs and/or replacement of the town's sewer system, Lake Lure may remain lowered for more than a year, maybe two.

WHEREAS, The bridge to Chimney Rock State Park was washed away and the only way to get to Chimney Rock Park at Chimney Rock State Park was extinguished.

WHEREAS, The economic impact of losing the two most important tourist draws for this area is immense.

WHEREAS, It has been reported that replacing the bridge to Chimney Rock State Park will take a year and a half to two years.

WHEREAS, The North Carolina State Park owns a two-lane paved road behind the Lake Lure Inn and the distance from this road to the entrance road to Chimney Rock Park is less than a quarter mile.

WHEREAS, This road extension could be built in less than six months and this road extension is already on the park's master plan because it has always been evident that only one means of ingress and egress is a huge safety issue.

WHEREAS, Local businesspeople are urgently asking for the road extension to be built as soon as possible so the park can reopen.

NOW, THEREFORE BE IT RESOLVED by the mayor and council for the Town of Fletcher as follows:

SECTION ONE. That this town council does hereby strongly urge and encourage the State of North Carolina through its various agencies, divisions, and legislative bodies, to do all that is possible and necessary to build an extension to the entrance road to Chimney Rock Park at Chimney Rock State Park and reopen Chimney Rock Park as soon as possible.

SECTION TWO. That the Town Clerk is hereby instructed to send a copy of this resolution to appropriate State officials.

SECTION THREE. That this resolution be effective upon its adoption.

Adopted this the ____ day of _____, 2025.

Mayor Preston Blakely

ATTEST:

Christine Thompson, MMC, NCCMC
Town Clerk

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:



SUBJECT: Presentation of mid-year tax collector's report and permission to advertise delinquent taxes per NCGS 105-369 - Candy Broome, Tax Collector.

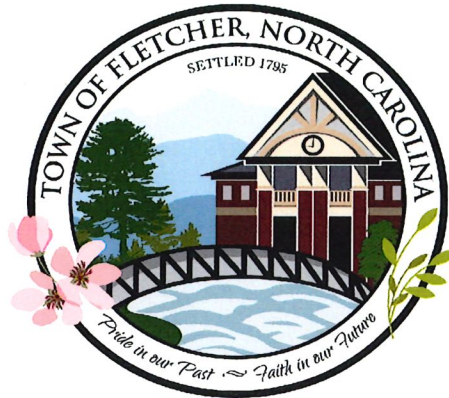
Background:

Recommendation:

Attachments:

None

RECEIVED
1-3-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: George M. Clayton Jr.

Home Address: 60 CLAYTON DR. FLETCHER 28732

My residence is located with the Town of Fletcher city limits: Yes No (circle one)

How long have you lived in Fletcher: 47 years

E-mail Address: GMClaughtonJr@aol.com

Home Phone: Land Line 828-684-0989 Cell 828-205-1000

Occupation: Retired Years in Position: _____

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 3 Male ☒ Female _____
Race: White ☒ Black _____ Hispanic _____ Native American _____
Other _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No ☒ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning Board
2. _____
3. _____

What do you feel are your qualifications for serving on the board requested?

30 years of service on the planning
Board - 28 years as Chairman.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: Sam M. Celaya Date: 1-1-25

.....
Office Use Only:

Date Received: 1-3-25

Date Forwarded to Council: _____

700439
12/23/24 paid
\$ 574.60

12-4-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: William Lee Bowser

Home Address: 71 CARDWELL LANE
My residence is located within the Town of Fletcher city limits: ☒ Yes ☐ No (circle one)

How long have you lived in Fletcher: 9 years

E-mail Address: bowser60@yahoo.com

Home Phone: 704 818 6923 Work Phone: 828 687 4325

Occupation: HSE Specialist Years in Position: 6

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 2 Male ☒ Female ☐
Race: White ☒ Black ☐ Hispanic ☐ Native American ☐
Other ☐

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No / If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

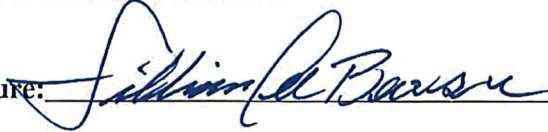
1. PLANNING & ZONING
2. _____
3. _____

What do you feel are your qualifications for serving on the board requested?

CURRENT MEMBER - PLANNING & ZONING
REAL ESTATE BROKER - OWNED OWN COMPANY
PAST TOWN COUNCIL - MAYOR PRO TEM (1999-2007)
TOWN OF TROUTMAN NC.
SERVED ON VARIOUS PLANNING, DEVELOPMENT &
OVERSIGHT COMMITTEES & BOARDS.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

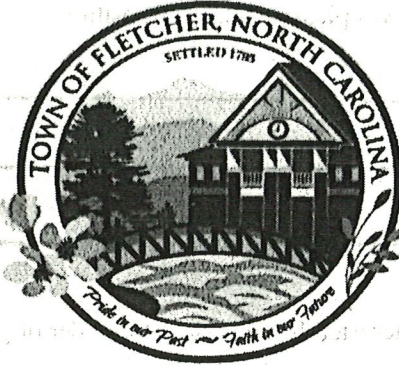
Signature:  Date: 12-4-2024

.....
Office Use Only:

Date Received: 12-4-24

Date Forwarded to Council: _____

RECEIVED
11-21-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Jonathan Mitchel (Mitch) Brevard

Home Address: 86 Bolling Meadow Rd Fletcher NC 28732
My residence is located within the Town of Fletcher city limits: ☒ Yes ☐ No (circle one)

How long have you lived in Fletcher: 26 months

E-mail Address: mitch.brevard@gmail.com

Home Phone: 229-947-7705 Work Phone: _____

Occupation: Sales Years in Position: Sales / 7 years

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District: 1 Male: ☒ Female: ☐
Race: White ☒ Black ☐ Hispanic ☐ Native American ☐
Other: _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning & Zoning
2. _____
3. _____

What do you feel are your qualifications for serving on the board requested?

Having grown up in Elkton, I have an understanding of the town's history, values, and community needs. My professional experience includes working with businesses to solve complex issues and leading groups to achieve common goals. My time living in both larger & smaller communities has given me broad perspective on planning, growth and development.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

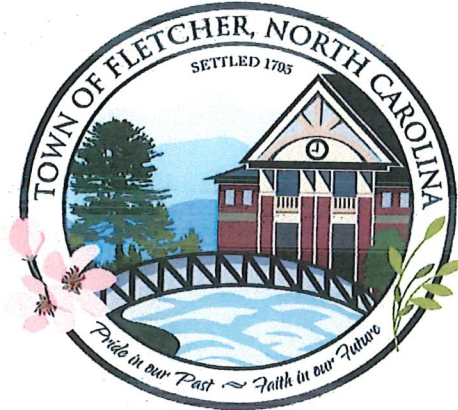
Signature: Justin B Date: 4/20/25

.....
Office Use Only:

Date Received: 1-21-24

Date Forwarded to Council: _____

RECEIVED
12-30-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: MIKE FRANKLIN

Home Address: 737 JACKSON ROAD FLETCHER NC 28732
My residence is located within the Town of Fletcher city limits: ☒ Yes ☐ No (circle one)

E-mail Address: mike2xs@yahoo.com

Home Phone: 828 684-5676 Cell Phone: 828 551-5686

Occupation: Retired Years in Position: _____

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District #1 Male ☒ Female ☐

Race: White ☒ Black ☐ Hispanic ☐ Native American ☐
Other _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No X If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. PLANNING
2. Parks & Rec
3. _____

What do you feel are your qualifications for serving on the board requested?

My Ability to Analyze complex development proposals, consider diverse perspectives, and facilitate thoughtful discussions will enable me to contribute meaningfully to the future of our community.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

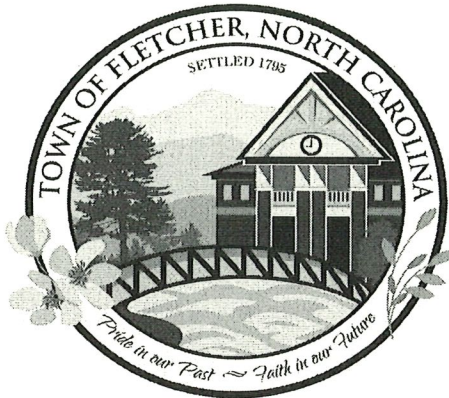
Signature: Mike Sprock Date: Dec 30, 2024

.....
Office Use Only: Taxes paid 12-30-24

Date Received: 12/30/24

Date Forwarded to Council: _____

1-8-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: John Brandon Olsen

Home Address: 33 Stoney Brook Ct., Fletcher, NC 28732

My residence is located within the Town of Fletcher city limits: Yes ☒ No ☐ (circle one)

How long have you lived in Fletcher: 19 years 4 months

E-mail Address: brandon@johnbrandonolsen.com

Home Phone: (828) 490-9152 Work Phone: _____

Occupation: Property Manager/Consultant Years in Position: 11

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 1 Male X Female _____

Race: White X Black _____ Hispanic _____ Native American _____

Other _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No X _____ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning Board
2. ABC Board (currently serving)
3. _____

What do you feel are your qualifications for serving on the board requested?

I first submitted an application for the planning board in 2017 and have applied many times since. I have a professional background in development and bring with me an understanding of the developer perspective. My colleagues from the New Fletcher Library Partners, Fletcher Youth Baseball and Softball, and the Fletcher ABC Board can all attest to me being a hard worker who is eager to help and easy to work with. I have actively attended planning board meetings and am familiar with the issues that come before the Planning Board, and the other members I hope to serve alongside.

I want to sincerely thank you for your consideration and if there are any reservations you might have about my appointment I hope you will allow me the opportunity to address them.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature:  Date: 01/07/2025

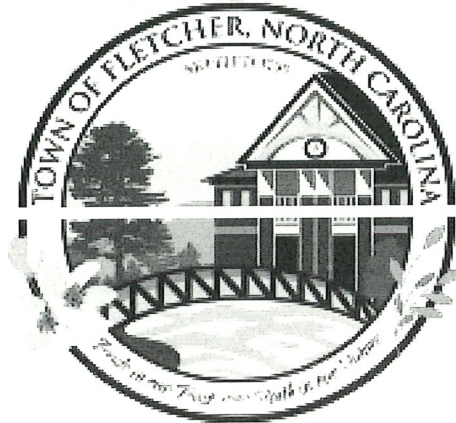
.....
Office Use Only:

Date Received: 1-8-24

Date Forwarded to Council: _____

09 6756
Taxes paid 11-13-21
1553.72

RECEIVED
1-17-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Patrick Nard

Home Address: 170 Park Side Drive #304

My residence is located with the Town of Fletcher city limits ☒ Yes ☐ No (circle one)

How long have you lived in Fletcher: 4 years 4 months

E-mail Address: patricknard@gmail.com

Home Phone: 845-893-3635 Work Phone: n/a

Occupation: Cybersecurity Analyst Years in Position: 2

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 1 Male ☒ Female ☐

Race: White ☒ Black _____ Hispanic _____ Native American _____ Other _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No ☒ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning & ZBA Board
2. Parks and Recreation Advisory Board
3. _____

What do you feel are your qualifications for serving on the board requested?

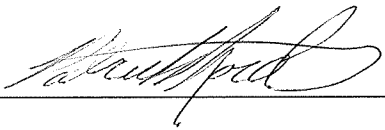
During 15 years in the fitness industry, I spent a significant amount of time managing very large facilities, working with fire departments, building inspectors, health inspectors, and contractors to ensure compliance and successful project management.

From 2018-2019 I oversaw the brand new construction of a 5500 square foot fitness facility in a small town with strict zoning regulations and historic preservation guidelines. We had to ensure that everything from our window designs to exterior lighting complied with the requirements of the town.

These experiences have given me insight into the mandates these boards have to build a community in their citizens and residents' visions while recognizing the sense of urgency and cooperation that small, homegrown businesses require to be successful.

Living next to Bill Moore Community Park, I have probably visited the park over 1000 times with my children and dogs. It is one of my favorite places of any I have visited and it brings character, community, and soul to Fletcher. I believe that the park, supporting it, and enabling access to it, should be central to planning decisions made by the board.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature:  Date: 1/12/25

Office Use Only:

Date Received: 1-21-24

Date Forwarded to Council: _____

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:



SUBJECT: Request to start brush collection services for storm related debris - Mark Biberdorf,
Town Manager

Background:

Recommendation:

Attachments:

1. Memo to Council. Resuming Brush Collection Services. 1.29.25

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager 

COPY TO: Heather Taylor, Assistant Town Manager
Jabbo Pressley, Public Works Director

DATE: January 29, 2025

SUBJECT: Resuming Brush Collection Services to Assist with Debris Removal

It has been nearly four months since Tropical Storm Helene severely impacted the Town of Fletcher. Shortly after the storm our Public Works Department temporarily halted brush collection services due to Henderson County indicating that they would provide debris removal services. The Town did not want to interfere with the removal of storm related debris so the decision was made to halt brush collection and allow the County's FEMA approved contractor complete this work.

The Local Government Committee for Cooperative Action (LGCCA) met last week and a report was provided by the County Engineer, Marcus Jones, on debris removal activities. Marcus shared that they estimate that there was 1,500,000 cubic yards of debris as a result of Helene. They have to date collected 334,000 cy that includes all types of eligible waste. Due to the sheer volume of uncollected debris, it could take up to two years complete this process. The contractor is making progress but it is a tedious process and adequate staffing has been a challenge.

In light of the above circumstances, I would like to propose that our Public Works Department resume brush collection for storm related debris. I have spoken with the County Engineer about this and he indicated that their contractor could collect it from a staging area near the Parks & Recreation maintenance building. This would help to provide some relief to the overall debris removal process and help to improve the appearance of the Town. Our Public Works Director, Jabbo Pressley, will be on hand to discuss logistics for resuming brush collection at the Agenda Review meeting.

If Council should have any questions on this item prior to the meeting, please do not hesitate to contact me.

MEB/meb

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:



SUBJECT: Update on efforts to start a farmers market in Fletcher - Mark Biberdorf, Town Manager

Background:

Recommendation:

Attachments:

1. Memo to Council. Update on Efforts to Establish a Farmers Market in Fletcher. 1.29.25
2. Agenda for Listening Session
3. Fletcher Farmers Market Listening Session
4. Summary of Survey Results
5. ASAP Presentation. David Smiley

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager *MEB*

COPY TO: Heather Taylor, Assistant Town Manager
Josh Queen, Parks & Recreation Director

DATE: January 29, 2025

SUBJECT: Update on Efforts to Start a Farmers Market in Fletcher

On January 27th the Town held a public meeting to help gather additional feedback regarding the establishment of a farmers market in Fletcher. It was advertised as a listening session and was a good opportunity to update the community on the work of this initiative. Among the topics discussed were potential locations being considered, results of a survey, and elements of a successful farmers market. Karen Blaedow with the Cooperative Extension Office helped to facilitate the discussions along with David Smiley with the agricultural non-profit ASAP.

The results of the survey and feedback from the meeting indicated that the ideal day for a market in Fletcher would be on a Tuesday. The timeframe would likely be in the 3:00 to 6:00 p.m. range. The top two locations identified were the Town Hall south parking lot and Bill Moore Community Park. Next steps will involve making a final decision on where to hold the market since an application packet will need to be developed and sent out to potential vendors. Ideally, market operations would start in May of this year.

I will provide additional background on this item at the Agenda Review meeting. If Council should have any questions on this item prior to the meeting, please do not hesitate to contact me.

MEB/meb

Attachments

Agenda for Listening Session

Fletcher Farmers Market Discussion
Monday, January 27, 2025 at 6:00 p.m.
Fletcher Town Hall

1. Opening comments and background on the initiative – Mark Biberdorf
 - Comments will include demographic data on Fletcher area and potential locations for a farmers market.
 - Mention of Fletcher Parks & Recreation overseeing initial market being started.
2. Overview of survey results – Karen Blaedow
 - PowerPoint slides showing summary results of the survey data.
 - Goal of determining an ideal location and day and time for the market to be run here.
3. Elements of a successful farmers market and open discussion – David Smiley
 - Information on how other successful markets are being operated in the area.
 - Discussion of a name for the Fletcher market.
 - Open discussion and feedback from the audience.

Fletcher Farmers Market Listening Session

Monday, January 27, 2025

Fletcher Town Hall

Demographics on Fletcher

- Town of Fletcher incorporated in 1989.
- Current population of 8,643 residents.
- 6.2 square miles in area.
- High growth area with a higher concentration of families.
- 119,000 residents in Henderson County.
- 275,000 residents in Buncombe County.



City Contact Information
Mark Biberdorf
Town Manager
mbiberdorf@fletchernc.org
Eric Ruffa
Planning and Zoning Director
eruffa@fletchernc.org
Heather Taylor
Assistant Town Manager - Finance Officer
htaylor@fletchernc.org
fletchernc.org



Joshua Davis
Retail Strategist
jdavis@retailstrategies.com
205.425.8476



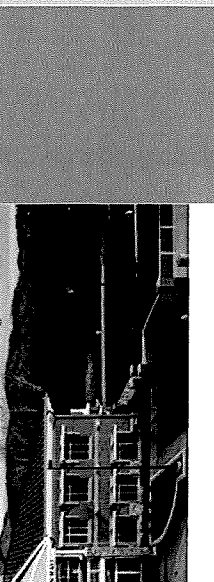
Zach Price
Retail Strategist
zprice@retailstrategies.com
951.385.1326



Market Guide
Fletcher, North Carolina



Raleigh
Charlotte



Trade Area Demographics

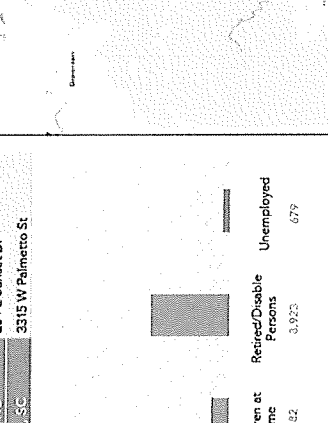
Distance	3 Miles	5 Miles	10 Miles	5 Minutes	10 Minutes	15 Minutes
2023 Est. Pop	27,402	60,788	165,136	9,422	43,907	90,248
Daytime Pop	26,482	59,968	172,171	13,356	46,221	89,636
Median HH Income	\$69,145	\$73,436	\$67,0454	\$67,228	\$71,508	\$70,706
Households	11,177	25,913	70,796	4,006	18,628	38,380



15 min
10 min
5 min



Drive Times



Category	Population
Employed	20,976
Work at Home	1,723
Student Populations	6,100
Homemakers	5,558
Children at Home	1,882
Retired/Disable Persons	3,923
Unemployed	679

Peer Trade Areas

Peer Trade Area	Address
Nexman, GA	575 Pine Rd
Douglasville, GA	6040 Central Church Rd
Canton, GA	1750 Manetta Hwy Ste 170
McDonough, GA	62 Old Jackson Rd
Greco, SC	805 W Wade Hampton Blvd
Lexington, SC	1524 N Lake Dr
Monroe, NC	204 E Sunset Dr
Florence, SC	3315 W Palmetto St

Potential Sites – FernLeaf Charter School on Howard Gap Road



Potential Sites – Fletcher Town Hall South Parking Lot



Potential Sites – Town Property Next to Maintenance Building



Potential Sites – Bill Moore Community Park (Front Parking Lot)

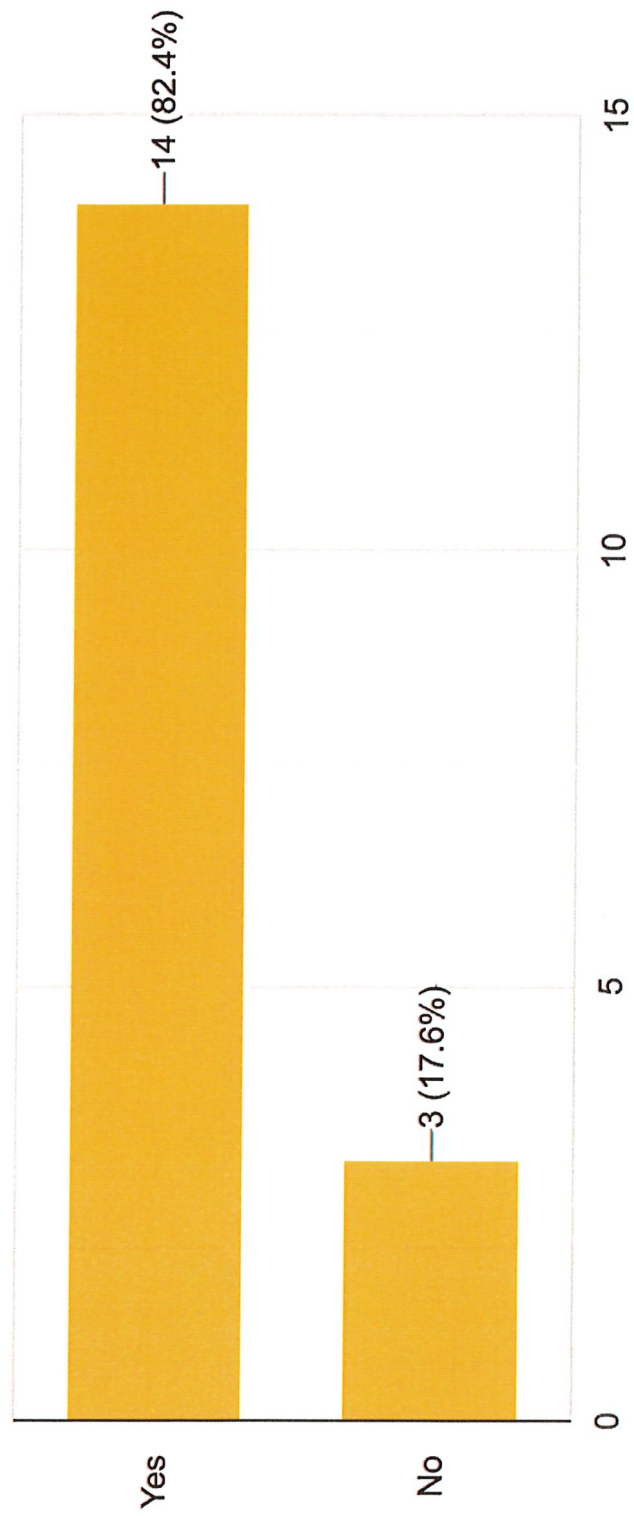


Potential Sites – Calvary Episcopal Church

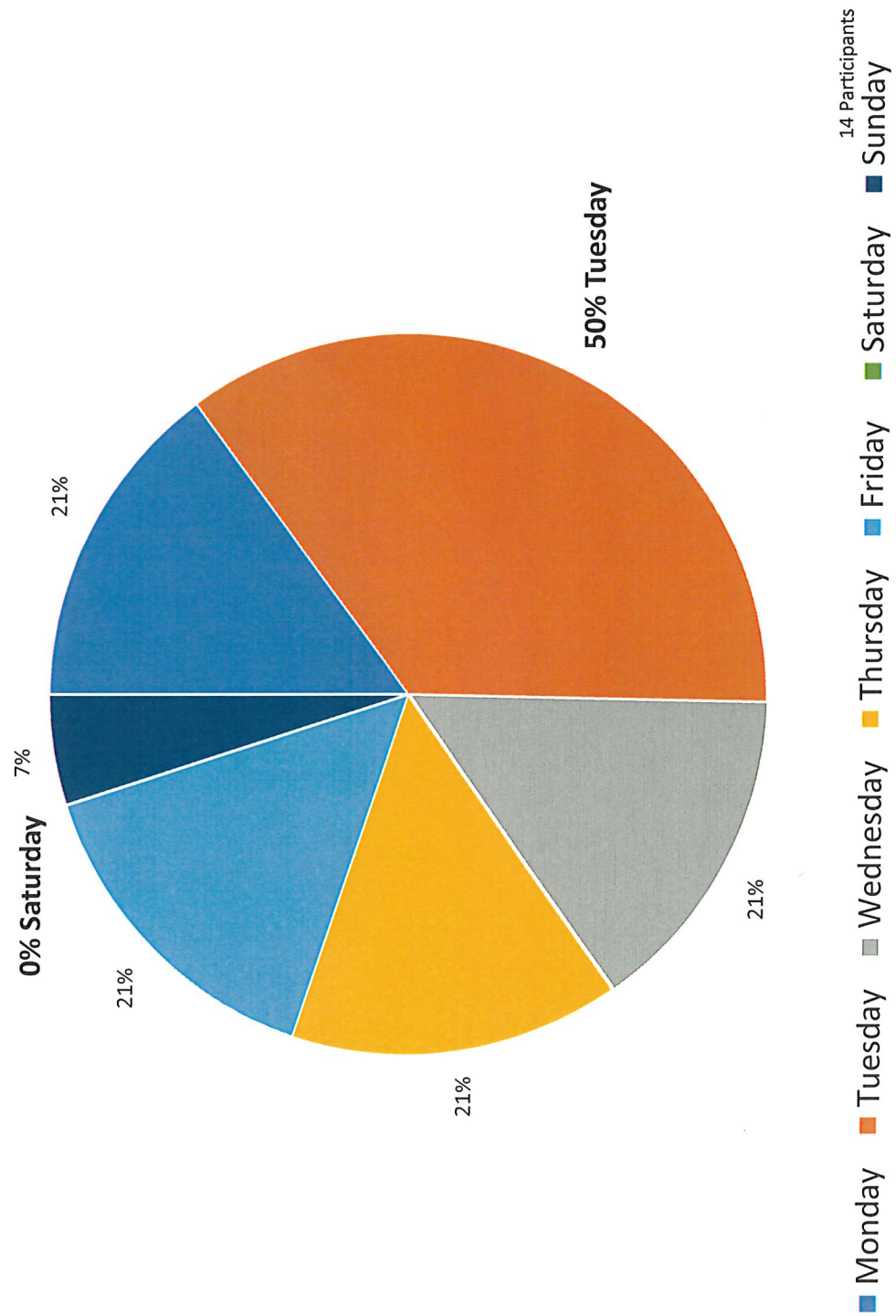


Are you interested in being a vendor for a new farmers market in Fletcher?

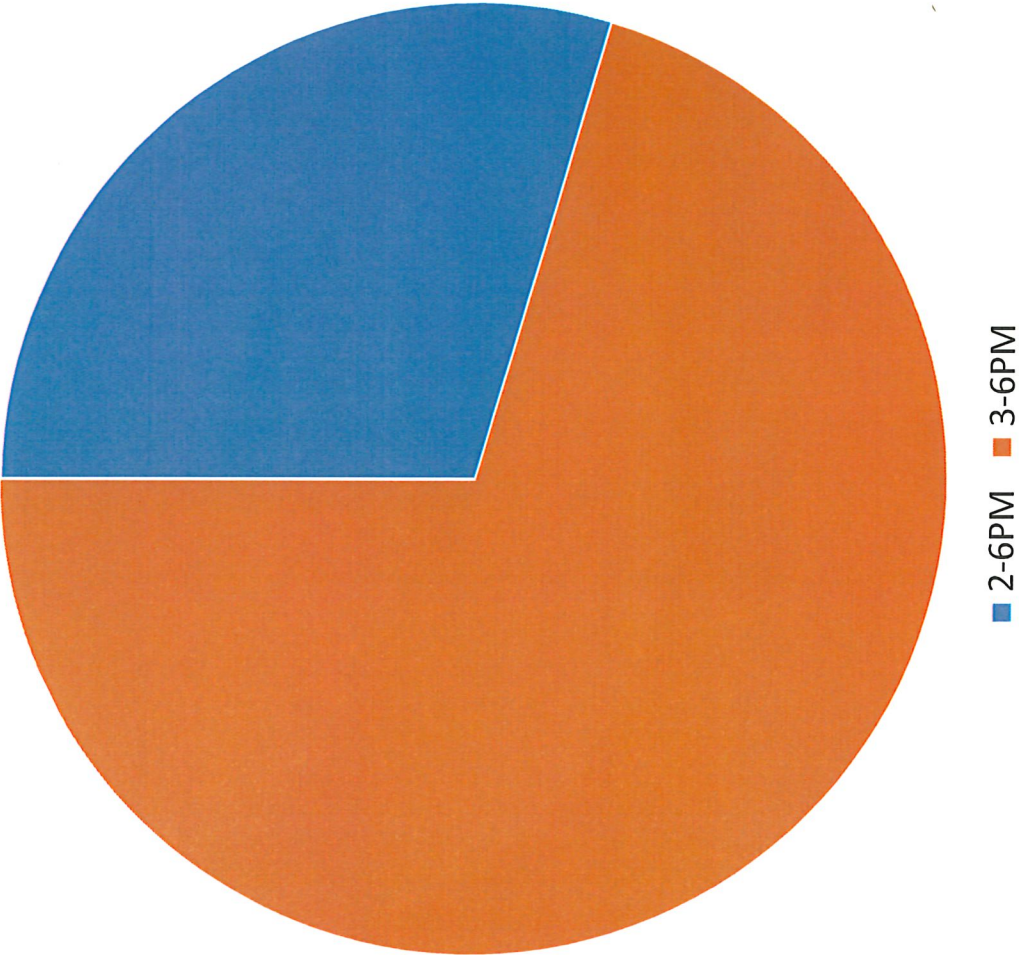
17 responses



What Day of the Week Works Best for a Fletcher Market?



Weekday Market Times that Work Best

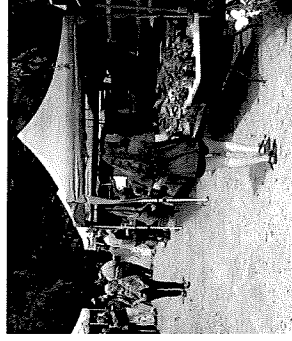
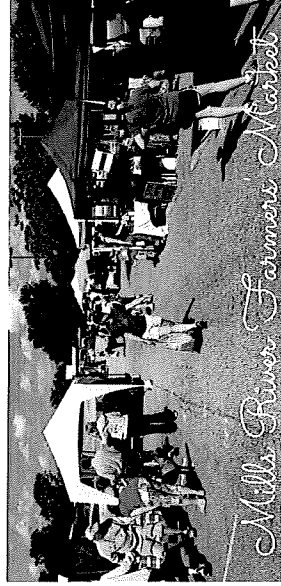
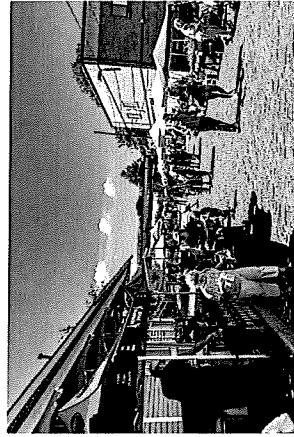


Fletcher Farmers Market - Additional Musings

*David Smiley - Appalachian Sustainable Agriculture
Project*

Perspective - Henderson County Markets

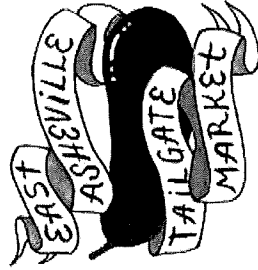
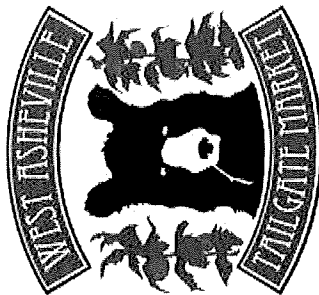
- Etowah Lions Farmers Market - Wed., 3-6 PM
- Flat Rock Farmers Market - Thurs., 3-6 PM
- Henderson Co. Tailgate Market - Sat., 8 AM - Noon
- Hendersonville Farmers Market - Sat., 8 AM - 1 PM
- Mills River Farm Market - Sat., 8 AM - Noon



Fletcher Farmers Market

Perspective - Buncombe Mid-Week Markets

- West Asheville Tailgate Market - Tue., 3:30 - 5:30 PM
- River Arts District Farmers Market - Wed., 3 PM - 6 PM
- Biltmore Park Farmers Market - Thurs., 3-6 PM
- East Asheville Tailgate Market - Fri., 3-6 PM
- Enka-Candler Farmers Market - Thurs., 3:30-6:30 PM

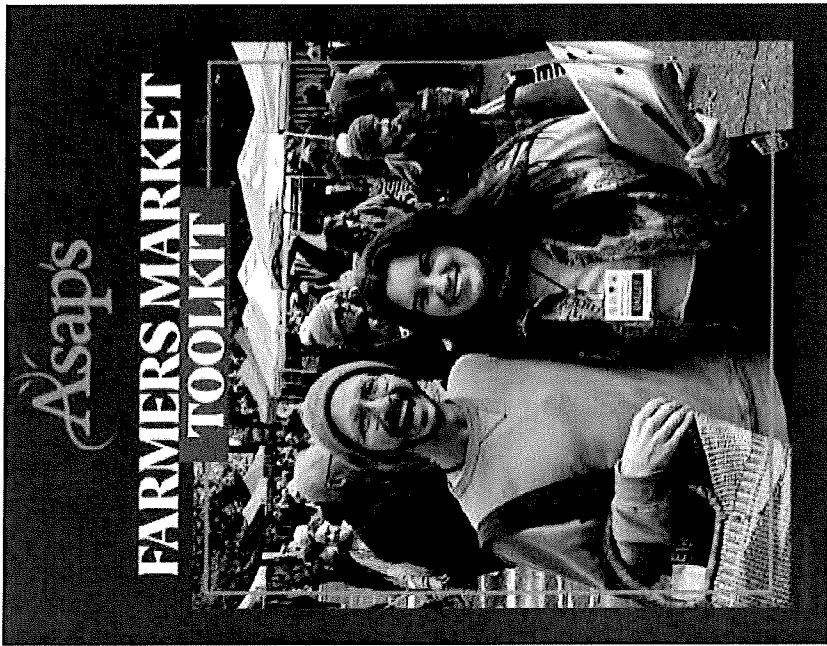


Fletcher Farmers Market

What makes a successful market?

- Quality farms
 - Vendor mix
 - Population dynamics
 - Community support
 - Location/day/time
 - Market niche
 - Time/longevity
- Leadership/board
 - Market manager
 - Systems and services
 - Marketing efforts
 - Sponsors/partners (friendraising/fundraising)

Fletcher Farmers Market



Fletcher Farmers Market

Name for prospective market?

- Options that have been considered so far...
- Any additional options that should be considered?
- Vote!

Fletcher Farmers Market?

What else? - open discussion

- What are you most excited about?
- What's missing (ideas, concepts, etc.)?
- Who is missing (farms, community partners, etc.)?

Fletcher Farmers Market

**Public Works Department
Monthly Report
January 2025**

Brush Pick Up

At this time, Public Works has suspended brush collection in lieu of Henderson County has contracted storm debris removal from Hurricane Helene.

Public Works has collected 108 Christmas Trees.

Vehicles

We are still performing maintenance on Town vehicles. Our new brush truck has arrived. It has been lettered. We are waiting on the title. Once we have the title, we will purchase the tag and the truck will be ready to go to work!

Sanitation

Garbage collection has returned to normal at this time.

Bill Moore Community Park

Public Works is removing the rest of the remaining damaged fencing at the ball fields and multi-purpose courts. This will conclude our work at the park at this time.

**Parks and Recreation Department
Monthly Report
January 2025**

Programs

- **Winter Yoga Class:**

Our 8-week Winter Yoga Class began this month. We have 12 participants attending each Thursday from 5:30 to 6:30 p.m. at Town Hall. The class runs through February 27th, with Lindsay Fox as the instructor, who is receiving excellent feedback for her work.

- **Father/Daughter Dance:**

Registration is now open for the Father/Daughter Dance, with 135 participants already signed up. The event is scheduled for **Saturday, February 8th**, from **3:00 to 5:00 p.m.** at the Prescott Event Center (37 Maxwell Dr., Hendersonville, NC). This cherished annual event provides a memorable opportunity for fathers (or father figures) and daughters to enjoy music, dancing, and refreshments.

Bill Moore Community Park

Our maintenance crew has been diligently working through the winter worklist. The following tasks were completed in January:

1. Painted parking lot stripes
2. Cleaned up in front of the maintenance building
3. Cleared large garden beds
4. Serviced trucks
5. Pruned trees
6. Cleared curb lines
7. Began cleaning shop areas
8. Dug ditches along the greenway to address water puddling
9. Mulched several areas
10. Started concession stand restoration
11. Removed metal sculptures from garden area
12. Completed snow removal and applied ice melt as needed
13. Cleared the greenway
14. Fixed temporary fencing
15. Eradicated poison ivy along the greenway
16. Ordered green stakes and rope for driveway
17. Repaired frozen bathroom pipes
18. Scraped and removed dirt from the lacrosse field
19. Measured baselines and marked bases and pitcher's mounds
20. Performed regular daily cleanup and maintenance tasks

- **Ballfield Repairs:**
Turfplaner of Carolina will begin ballfield repairs in the coming weeks. Cold weather has delayed the start, but the work remains a priority.
-

Employment

- **New Hire:**
Emily Sheppard joined the department as the new Recreation Program Supervisor on **January 21st**. Welcome, Emily!
- **Open Position:**
We are currently seeking a part-time Park Maintenance worker. This **permanent, year-round position** averages **16 hours per week** and is advertised on the Town website.

Monthly Update— January, 2025

Planning & Zoning

Planning Board/ZBA – The meeting for January was postponed due to inclement weather. The Feb. 18 meeting will include the initial discussion on possible amendments to the Town’s floodplain development regulations.

- 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. Submitted the 2024 annual self assessment to the State.
- Have been continuing work with owners of properties affected by Helene. Two permits have been issued for compliant replacement manufactured homes on Walkway Path and Jackson Road. More discussions occurring w/ other parties on several other properties. There are a few properties we have not yet heard from that we will do additional notification to in Feb. or early March, as FEMA expects the Town to treat “substantially damaged” structures as non-compliant, and thus commence enforcement procedures if we do not hear from the owners.
- Attended (virtually) the Jan. 9 meeting of TCC (advisory board to the MPO).
- Participated in meeting with Town Manager, and a party possibly interested in workforce housing in the future Town Center area.

Administration Monthly Report

Heather Taylor, Assistant Town Manager

January 2025

Assistant Town Manager:

- **Hurricane Helene/FEMA Park Recovery:**

- Submitted another project for completed work for Category B expenses which included park debris removal, replacement of trash/recycling cans and traffic cones, and other equipment used.
- Assisted Parks and Recreation in working on a draft bid to repair all the electrical panels/breakers in the park. Ended up working with McGill for assistance in describing the electrical damage-hopefully will bid in February.
- Assisted Parks and Recreation with bidding out the concession building repair, and First Restoration was lowest bidder and they began work in mid-January.

- **Website/Facebook:**

- Continuing to work on updating the Town's website with current Town information as well as trying to post to the Town's Facebook account a couple times a week.

Finance:

- **Taxes for 2024-** Candy will present her tax collection report at the February meeting.
- **Business Registration Revenue-** Susan continues to work on collecting outstanding business registrations.
- **Budgets for 25/26-** Department Heads are currently working on preparing their budget submission for the upcoming FY 25/26. They also presented basic information at our pre-budget kickoff meeting on January 13. A budget folder will be prepared for everyone prior to the March pre-budget workshop.
- **Year-End-** Finished year end payroll procedures including quarterly reports as well as balanced and printed the W2's for employees. W2's were distributed the week of January 20. 1099s were also prepared and electronically filed as well.

Human Resource:

- **Employment-**

- Recreation Program Supervisor- Position offered to Emily Sheppard and she began work with the Town on Tuesday, January 21.
- Police Officers- Chandler Floyd began work as a police cadet on Tuesday, January 14, and Abigail Grieve will start work with the Town as a police officer in February.

- **Wellness-**

- Employee Gym- Over 70 hours were spent in the employee wellness gym as of 1/29.
- Blood Pressure Checks- No screenings were held in January and they will resume in February.