

**Dear Board:**

We have a number of items to discuss this month. Some are perfunctory and some are more detailed. I would like to also advise you that you may hear from a family that lives on Laurel Terrace and is attempting to weld together a single wide mobile home and a double wide mobile home on two parcels of property in single ownership. I have explained to the family that what the propose is not legal under the code, but they are not willing to accept this finding. The situation has been complicated somewhat by comments by a single member of the Planning and Zoning Board who suggested (on his own and without concurrence from staff) that such an approach might allow them to circumvent the zoning code. I do not know for a fact that the family will attend, but I believe that it is more than 50% likely that they will wish to address the Board seeking to have you change the law to accommodate their needs. I am unaware of any method under the existing ordinance to grant their request. I have enclosed a large packet of materials with your packet that might provide some background for this issue. In addition, Mr. Eller will be in attendance to answer particular questions the Board may have, as he has spent an inordinant amount of time dealing with this particular property owner and their multiple requests for accomodations that exceed the scope and intent of the law.

As always please feel free to contact me for any information that you might need regarding the Town or any concerns you'd like addressed.

Thank you again for the opportunity to serve the Town and the Board.

Yours truly,

Jason

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**Town of Woodfin  
Board of Aldermen Meeting  
February 21, 2012  
6:30 P.M.**

**Meeting**  
Meeting Call to Order  
Invocation  
Approval of the Agenda  
Approval of the Minutes

**Public Forum-***Citizens may address the Board concerning various topics after being recognized by the Mayor.*

**New Business**

**1. Consideration of a Resolution Establishing a Travel Policy for the Town of Woodfin.**

This policy has been developed at the Board's request. I believe that it accomplishes the intended outcomes identified by the auditors.

**2. Consideration of a Resolution Accepting the Low Bid for Construction of the Elk Mountain Road Sidewalk Project.**

As the Board is aware, the Town has a grant to pay for the majority of the construction costs of the Elk Mountain Road Sidewalk Project, Phase II. This resolution accepts the low bid for this project and is required in order for us to move forward with construction.

**3. Consideration of a Resolution Establishing a Policy Requiring Prior Approval from the Town Administrator for Expenditures in Excess of \$5,000.**

This resolution formalizes the existing policy regarding large expenditures. Again it is something that the Board has directed staff to create and is in compliance with the proposals outlined by the auditors.

**4. Resolution Appointing the Planning and Zoning Board as the Storm Water Review Board for the Town of Woodfin.**

Staff spent half a day last week with officials from the North Carolina Department of Environment and Natural Resources (DENR) discussing our storm water policies and program. It was decided as part of that meeting that the Town needs to formalize some of the policies and procedures currently in place and modify and enlarge other practices. Among the suggestions of this audit were to appoint a Storm Water Review Board to serve as the oversight body for these practices and to have them report to the Board of Aldermen on an annual basis. This resolution would title the Planning and Zoning Board as that body and charge them with that duty in addition to their other duties.

**5. Consideration of a Resolution Appointing the Town Administrator as the Storm Water Officer for the Town of Woodfin.**

In line with the item above, this resolution would nominate the Town Administrator as the Storm Water Officer for the Town of Woodfin. While this is the current practice for the Town, this formalization would provide some additional reassurance to the state that the Town takes Storm Water management seriously.

## Reports

**Police** - Police Report will be available the evening of the meeting.

**Public Works** – Public Works report as well as the recycling report is included in your packet.

**Administration** – I have included an article from the Daily Planet on a recent talk delivered by the Mayor and myself to the Council of Independent Business Owners (CIBO). I will also brief the Board on a number of other matters related to the Town.

**Executive Session** – The Board of Aldermen will adjourn to private chambers to discuss legal, contractual or similar matters protected by state statute. **The Board will want to discuss the counter, counter proposal from the proposed hotel developers at the Woodland Hills exit. Additionally, I would like to brief the Board about certain matters related to the TIF and the budget.**

## Adjournment