



# Town of Mars Hill

## MAYOR AND BOARD OF ALDERMEN

John L. Chandler  
*Mayor*  
Nicholas A. Honeycutt  
*Vice-Mayor*  
Robert W. Zink  
*Treasurer*  
Stuart L. Jolley  
*Clerk*  
Larry H. Davis  
*Secretary*

### MINUTES REGULAR MEETING Mars Hill Anderson Rosenwald School 225 Mount Olive Drive, Mars Hill, NC March 3, 2025 at 6:00 p.m.

The Town of Mars Hill Mayor and Board of Aldermen met in regular session on Monday, March 3, 2025, at 6:00 p.m. at the Mars Hill Anderson Rosenwald School, located at 225 Mount Olive Drive, Mars Hill, N.C., pursuant to action taken at the February 3, 2025, regular meeting, and subsequent published notice given as required by NC Gen. Stat. 160A-71 and NC Gen. Stat. 143-318.12(b)(2). (Attachment A)

**MEMBERS PRESENT:** Mayor John Chandler; Aldermen Larry Davis, Nicholas Honeycutt, Stuart Jolley, and Robert W. (Bob) Zink.

**STAFF PRESENT:** Nathan R. Bennett, Town Manager; Larry Leake, Town Attorney; and Chad Wilson, Police Chief

**OTHERS PRESENT:** Willa Wyatt, Chair, Friends of Mars Hill Anderson Rosenwald School; Ryan Bell, and Brad Guth, and other members of the general public.

#### **Call to Order**

The meeting was called to order by Mayor John Chandler. Mayor Chandler welcomed those in attendance.

#### **Approval of the Agenda**

Mayor Chandler asked the Board to review the proposed agenda for approval. Upon review of the agenda, Mayor Chandler called for a motion. **Alderman Bob Zink made a motion to approve the agenda as presented.** Alderman Stuart Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the agenda was unanimously approved. (Attachment B)

#### **Approval of Minutes**

Mayor Chandler asked the Board to review the minutes of the regular meeting held on February 3, 2025. There was one modification to correct a typographical error in the section for the motion to enter closed session. There being no other modifications to the minutes, **Alderman Jolley made a motion to approve the minutes of the February 3, 2025, regular meeting as corrected and presented by management.** Alderman Nicholas Honeycutt seconded the motion. Upon a call for a vote on the motion by the Mayor, the minutes were unanimously approved.

#### **Old Business**

Mayor Chandler then moved to address old business.

### **Tropical Storm Helene - Update**

Mayor Chandler recognized Town Manager Nathan Bennett to provide an update on the Town response to Tropical Storm Helene. Mr. Bennett advised the Board there is no new information to share other than the State of Emergency is still in effect and Town staff continue to work with FEMA to prepare the Town's request for public assistance funds related to storm response and recovery efforts. The Board thanked Mr. Bennett for his report.

There was no other old business.

### **New Business**

Mayor Chandler then moved to address new business.

### **PRESENTATION – Friends of the Mars Hill Anderson Rosenwald School**

Mayor Chandler recognized Willa Wyatt of the Friends of the Mars Hill Anderson Rosenwald School to provide information regarding recent activities and interests at the School. Mrs. Wyatt began by showing a video of Reid Wilson, N.C. Secretary of Natural and Cultural Resources, speaking at the opening plenary session of the statewide NC Rosenwald Schools Convening conference. A significant portion of Secretary Wilson's presentation specifically highlighted the incredible work to preserve and restore the Mars Hill Anderson Rosenwald School. She then showed a second video from the same conference of a second speaker, Brett Sturm with the State Historic Preservation Office in Raleigh, who provided further information specifically describing the successful efforts of the Mars Hill Friends to preserve the School as a case study for best practices for others in this work to follow. In addition to Mrs. Wyatt's sharing the good news and publicity the School has received on the statewide platform, she spoke about other efforts that continue locally. Finally, on behalf of the Friends, Mrs. Wyatt presented Alderman Bob Zink with an award of recognition for his work behind the scenes to upkeep the School grounds and other volunteer work he does to support the School. She stated that Alderman Zink has been a true friend to the School and that her Board wanted his volunteer efforts to be formally recognized. The award contained the statement, "A Friend in Need is a Friend Indeed." Mrs. Wyatt stated Alderman Zink exemplified that statement. Alderman Zink thanked Mrs. Wyatt and expressed his appreciation to the Friends for this recognition. Alderman Zink stated that the Friends are doing the most important work to support this important cultural community asset. Upon completion of discussion of the presentation and subsequent group discussion, Mayor Chandler and Board members thanked Mrs. Wyatt for her report.

### **French Broad River Metropolitan Planning Organization – Memorandum of Understanding & Resolution**

Mayor Chandler then recognized Town Manager Nathan Bennett to provide information regarding the proposed **"MEMORANDUM OF UNDERSTANDING (MOU)," and the associated RESOLUTION,** regarding the Town's continuing, cooperative, and comprehensive transportation planning partnership with the French Broad River Metropolitan Planning Organization (FBRMPO). Mr. Bennett reminded the Board the purpose of the FBRMPO is to provide transportation planning services in coordination with the N.C. Department of Transportation and the local government jurisdictions in the FBRMPO service area, including the Town of Mars Hill. Mr. Bennett reviewed the complete MOU document, and the proposed authorizing resolution, with the Board. Upon completion of discussion, Mayor Chandler called for a motion. **Alderman Honeycutt made a motion to approve the "RESOLUTION – AUTHORIZING AND ADOPTING A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF MARS HILL AND OTHER NAMED MEMBER GOVERNMENTS OF THE FRENCH BROAD RIVER METROPOLITAN PLANNING ORGANIZATION (MPO) AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION," and the "MPO MEMORANDUM OF UNDERSTANDING FOR CONTINUING, COOPERATIVE AND COMPREHENSIVE TRANSPORTATION PLANNING," as presented.** Alderman Jolley seconded the

motion. Upon a call for a vote on the motion by the Mayor, the motion was unanimously approved. The MOU is incorporated as a part of these minutes by reference and is available for inspection upon request. The Resolution is attached to these minutes as Attachment C. (Attachment C)

### **FPIC Information**

Mayor Chandler then recognized Mr. Bennett to provide FPIC Information. Mr. Bennett advised that the Town received a Financial Performance Indication of Concern (FPIC) as part of the FY 2024 Audit. He explained that this FPIC from LGC is due to the town's water and sewer assets are now greater than 50% depreciated. This FPIC was also part of the FY 2023 Audit and required a letter to LGC. The Town must provide a response to the LGC acknowledging this condition exists and provide and what action the Town will take to address it. Mr. Bennett advised the Board that the Town is continually evaluating the condition of its water and sewer assets and is financially prepared to make any necessary repairs, improvements, capacity expansions, or replacements as those needs may arise. Furthermore, Mr. Bennett reminded the Board that the Town has made substantial improvements to the water and sewer system recently including the replacement of approximately 1,000 feet of waterline across the MHU campus, replacement of the Reed wastewater pumpstation and rehabilitation of the Tilley wastewater pumpstations in Woodhaven, and significant improvements at the wastewater treatment plant and tank rehabilitation at the water treatment plant. In addition, the Town has applied for, and is likely to receive, two Asset Inventory and Assessment grants from DEQ for both the water and wastewater systems, at \$150,000 each. These grants will allow the Town to secure an engineering consultant to conduct this extensive assessment work and will identify areas to target for improvement through new comprehensive improvement plans, and other important system work. Mr. Bennett recommends providing the proposed letter to LGC addressing the current FPIC with the indicated response. Upon completion of discussion, Mayor Chandler called for a motion.

**Alderman Zink made a motion to approve the letter to LGC acknowledging the FPIC and provide the Town response plan to same.** Alderman Davis seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was unanimously approved.

### **NCVTS – Vehicle Tax Refunds**

Mayor Chandler then recognized Mr. Bennett to provide information regarding NCVTS vehicle tax refunds. Mr. Bennett advised the Board that a result of the Board's action in November 2024 to reduce the ad valorem tax rate from \$0.47 to \$0.34 per \$100 property valuation, resulted in the unintended consequent of overpayment by taxpayers who paid Town vehicle property taxes through the Tax and Tag Together program through the N.C. Vehicle Tax System (NCVTS) from July 1, 2024 through at least February 1, 2025. The NCVTS, which is administered by the N.C. Department of Revenue, through the Madison County Tax Department, on behalf of Town, has provided the Town with a list of taxpayers, amounts of refunds due, and dates paid, for the Town to process refund payments as appropriate. Mr. Bennett advised the Board that this first report includes 410 taxpayers and a total refund amount of \$8,553.95. He stated that additional refunds will likely be necessary as other overpayments could have occurred during this transition process, and if so, those reports will also be provided to the Town by NCVTS for refund processing. Mr. Bennett advised the Board that all of these taxpayer refunds had to be manually entered into the Town's financial management system for check processing and auditing. The checks are prepared and ready for distribution. Mr. Bennett asked the Board to consider a motion to acknowledge this activity and authorize all vehicle property tax refunds and releases due specifically to this tax rate reduction. Upon completion of discussion, Mayor Chandler called for a motion. **Alderman Zink made a motion to approve and authorize all appropriate vehicle tax releases and refunds required pursuant to the November 2024 change in property tax rate to \$0.34, as presented.** Alderman Davis seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was approved unanimously.

### **BUDGET AMENDMENT – FY 2025-02**

Mayor Chandler then recognized Mr. Bennett to present Budget Amendment – FY 2025-02. Mr. Bennett provided information concerning this first budget amendment to the FY 2025 Budget Ordinance. Mr. Bennett advised that this amendment modifies the budget to account for the vehicle tax refund payments noted above, as well as appropriating funds for the West Farm option purchase agreement approved previously by the Board, and for other purposes. Upon completion of discussion, Mayor Chandler called for a motion. **Alderman Jolley made a motion to approve “BUDGET ORDINANCE AMENDMENT – FY 2025-02, Ordinance # 295,” as presented.** Alderman Zink seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was approved unanimously. (Attachment D)

### **Town Manager Report – Nathan Bennett, Town Manager**

#### ***General Update***

Mayor Chandler then recognized Mr. Bennett to provide the Town Manager Report. Mr. Bennett advised the Board that our 2022 Freightliner trash truck broke down last week and requires a new transmission. The truck has been taken to the Freightliner dealership in Canton and is awaiting parts to arrive this week and, hopefully, be repaired and returned to service next week. The repairs will cost approximately \$22,000. The Town has generously been loaned a trash truck from the Town of Weaverville to continue regular collection services. Mr. Bennett expressed his appreciation for this valuable assistance from our friends in Weaverville. Mr. Bennett then updated the Board on the NC 213 interconnection water project with the Town of Marshall and Madison County. He advised that a preconstruction conference was held February 19, 2025, with Hyatt Pipeline (contractor), McGill Engineers, Town of Marshall, Madison County, and NC Department of Environmental Quality. The project is ready to begin as soon as the final contract is approved and signed by the Madison County Board of Commissioners on March 11, 2025. Mr. Bennett advised the Board that he attended the meeting with Town public works employees Clint English, water distribution ORC, and Craig Mace, back-flow prevention ORC, to ensure the Town’s particular items of concern are addressed throughout this project.

Mr. Bennett provided the Board with a summary of activities and ongoing capital projects and other items of interest to the Board.

Alderman Honeycutt asked Mr. Bennett about Main Street parking issues, particularly people parking in spaces with their vehicle protruding into the travel lane, and, more generally, future plans to address the lack of public parking. Mr. Bennett and Chief of Police Chad Wilson advised that enforcement measures are taken when vehicles are parked illegally, either not in a space, or otherwise improperly parked. Citations are issued and towing of vehicles is done when an unsafe condition exists. Chief Wilson advised the Board that he and the Town Manager are looking to revise the Town parking ordinance that will address known parking issues and present those to the Board in June. Mr. Bennett continued that there are plans to provide additional parking adjacent to Main Street, particularly on the recently acquired properties near the library on Mountain View Road. There is a planning and design process underway, the North Main Small Area Plan, on the Town’s behalf by Land of Sky Regional Council, but completion of that work has stalled due to other staffing capacity issues relating to Tropical Storm Helene recovery with other communities. Related to that planning effort was a grant application to the Appalachian Regional Commission to fund construction of these parking elements that was underway and due in October 2024 but delayed due to the complications and pressing needs presented by Helene recovery. Mr. Bennett has spoken with Land of Sky planners regarding the urgent need to complete this planning process and re-engage in the grant application process with ARC, with the goal to complete the North Main Small Area Plan by May 1. Mr. Bennett advised the Board that in the meantime he plans to grade and gravel the Mountain View properties in April to provide temporary parking until the permanent solution is ready. Alderman Honeycutt and other Board members thanked Mr. Bennett for those efforts and the update provided.

**Public Comment**

Mayor Chandler then moved to public comment . There were no public comments.

**Adjourn**

There being no further business before the Board, Mayor Chandler called for a motion to adjourn. **Alderman Zink made a motion to adjourn.** Alderman Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion to adjourn was unanimously approved.


Approved and authenticated this the 7<sup>th</sup> day of April, 2025.

ATTEST:



Nathan R. Bennett, Town Manager



  
John L. Chandler, Mayor



Notice of Special Meeting for Regular Meeting  
of the  
Town of Mars Hill  
Mayor and Board of Aldermen  
Scheduled for 3 March 2025

PLEASE TAKE NOTICE that the Mars Hill Mayor and Board of Aldermen shall, pursuant to NC Gen. Stat. 160A-71 and NC Gen. Stat. 143-318.12(b)(2), hold a special meeting at the following designated place and time:

Date of Meeting: Monday, 3 March 2025

Time of Meeting: 6:00 p.m.


Place of Meeting: Mars Hill Anderson Rosenwald School  
225 Mount Olive Drive  
Mars Hill, North Carolina

Purpose of Meeting: The Mayor and Board of Aldermen will meet in collaboration with the Friends of the Mars Hill Anderson Rosenwald School to receive an update on the activities and initiatives related to the school and related purposes; and, conduct the regular meeting business agenda for the month of March.

This the 4<sup>th</sup> day of February 2025.

\_\_\_\_\_/s/\_\_\_\_\_  
John L. Chandler, Mayor

Posted as required by NC Gen. Stat. 160-71 and NC Gen. Stat. 143-318.12(b)(2) on this 4<sup>th</sup> day of February, 2025 at 1:00 o'clock p.m.

  
\_\_\_\_\_  
Nathan R. Bennett, Town Manager



## ATTACHMENT B

# Town of Mars Hill

## MAYOR AND BOARD OF ALDERMEN

John L. Chandler  
*Mayor*  
Nicholas A. Honeycutt  
*Vice-Mayor*  
Robert W. Zink  
*Treasurer*  
Stuart L. Jolley  
*Clerk*  
Larry H. Davis  
*Secretary*

### AGENDA

#### REGULAR MEETING

Mars Hill Anderson Rosenwald School  
225 Mount Olive Drive, Mars Hill, NC  
March 3, 2025 at 6:00 p.m.

1. Call to Order – Mayor John L. Chandler
2. Approval of Agenda
3. Approval of Minutes: February 3, 2025, Regular Meeting
4. Old Business
  - a. **TROPICAL STORM HELENE - UPDATE**
5. New Business
  - a. **PRESENTATION** – Friends of the Mars Hill Anderson Rosenwald School – Willa Wyatt
  - b. French Broad River Metropolitan Planning Organization
    - i. **MEMORANDUM OF UNDERSTANDING and RESOLUTION**
  - c. FPIC Information
  - d. NCVTS – Vehicle Tax Refunds
  - e. **BUDGET AMENDMENT – FY 2025-02**
6. Town Manager Report – Nathan Bennett, Town Manager
  - a. General Update
7. Public Comment

[Policy: Each speaker shall be limited to a maximum of three (3) minutes. The public comment period is not intended to require the Board of Aldermen or staff to answer any impromptu questions. The Board will not take action on an item presented during the public comment period. The Board may refer inquiries made during the public comment period to the Town Manager to address as appropriate. If necessary, the item may be placed on the agenda of a future meeting.]
8. Closed Session (*Pursuant to N.C.G.S. 143-318.11(a)*)
9. Adjourn

### Mars Hill Town Hall

280 North Main Street • P.O. Box 368  
Mars Hill, North Carolina 28754  
Phone: (828) 689-2301 • Fax: (828) 689-3333



# Town of Mars Hill

## RESOLUTION

**AUTHORIZING AND ADOPTING A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF MARS HILL AND OTHER NAMED MEMBER GOVERNMENTS OF THE FRENCH BROAD RIVER METROPOLITAN PLANNING ORGANIZATION (MPO) AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

THAT WHEREAS, it is recognized that a proper transportation system to support movement within and through the French Broad River MPO planning area is highly desirable element of a comprehensive plan for the orderly growth and development of the area; and

WHEREAS, there are a number of governmental jurisdictions within the French Broad River MPO planning area which have been authorized with implementation and regulatory responsibilities for transportation by North Carolina General Statutes; and

WHEREAS, it is desirable that coordinated, comprehensive and cooperative transportation planning processes be maintained in the French Broad River MPO planning area to ensure that the transportation system is maintained on an efficient and economical basis commensurate with the public health, safety and welfare; and

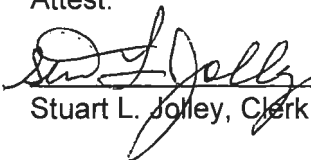
WHEREAS, a Memorandum of Understanding between the City/Town/Village/County of Asheville, Biltmore Forest, Black Mountain, Buncombe, Canton, Clyde, Flat Rock, Fletcher, Haywood, Henderson, Hendersonville, Laurel Park, Madison, Maggie Valley, Mars Hill, Mills River, Montreat, Waynesville, Weaverville, Woodfin, and the North Carolina Department of Transportation has been entered into that sets forth the responsibilities and working arrangements for maintaining a continuing, comprehensive and cooperative transportation planning process, and;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN FOR THE TOWN OF MARS HILL, NORTH CAROLINA:

That the Memorandum of Understanding between the City/Town/Village/County of Asheville, Biltmore Forest, Black Mountain, Buncombe, Canton, Clyde, Flat Rock, Fletcher, Haywood, Henderson, Hendersonville, Laurel Park, Madison, Maggie Valley, Mars Hill, Mills River, Montreat, Waynesville, Weaverville, Woodfin, and the North Carolina Department of Transportation be approved and that the Mayor and Town Clerk are hereby directed to enter into and execute the Memorandum of Understanding.

**ADOPTED** this 3<sup>rd</sup> day of March 2025, by the Mayor and Board of Aldermen for the Town of Mars Hill.

Attest:

  
Stuart L. Jolley, Clerk



  
John L. Chandler, Mayor

**Mars Hill Town Hall**  
280 North Main Street • P.O. Box 368  
Mars Hill, North Carolina 28754  
Phone: (828) 689-2301 • Fax: (828) 689-3333  
[www.townofmarshill.org](http://www.townofmarshill.org)



**MPO MEMORANDUM OF UNDERSTANDING  
FOR  
CONTINUING, COOPERATIVE AND COMPREHENSIVE TRANSPORTATION  
PLANNING**

Between

THE CITY/TOWN/VILLAGE/COUNTY OF ASHEVILLE, BILTMORE FOREST, BLACK  
MOUNTAIN, BUNCOMBE, CANTON, CLYDE, FLAT ROCK, FLETCHER, HAYWOOD,  
HENDERSON, HENDERSONVILLE, LAUREL PARK, MADISON, MAGGIE VALLEY,  
MARS HILL, MILLS RIVER, MONTREAT, WAYNESVILLE, WEAVERVILLE, WOODFIN  
AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (hereinafter  
collectively, "the parties"),  
IN COOPERATION WITH THE UNITED STATES DEPARTMENT OF  
TRANSPORTATION

WITNESSETH;

THAT WHEREAS, the parties desire to enter into a Memorandum of Understanding for Cooperative, Comprehensive, and Continuing Transportation Planning, regarding the French Broad River Metropolitan Planning Organization (MPO); and

WHEREAS, each MPO is required to develop a Metropolitan Transportation Plan in cooperation with NCDOT and in accordance with 23 U.S.C., Section 134, and a Comprehensive Transportation Plan as per Chapter 136, Article 3A, Section 136-66.2(a) of the General Statutes of North Carolina, and any subsequent applicable amendments to these statutes and any implementing regulations; and

WHEREAS, these transportation plans, once adopted by the MPO and NCDOT, shall be the basis for future transportation improvements within the MPO.

NOW THEREFORE, the following Memorandum of Understanding is made:

**Section 1: Establishment of the French Broad River Metropolitan Planning Organization (MPO)**

It is hereby agreed that the parties, in cooperation with the UNITED STATES DEPARTMENT OF TRANSPORTATION, will participate in a continuous planning process as related in the following paragraphs:

1. The area involved, the French Broad River Metropolitan Planning Area, will be the Asheville Urbanized Area as defined by the United States Department of Commerce, Bureau of the Census, including that area beyond the existing urbanized area boundary that is expected to become urban within a twenty year

planning period. This area is hereinafter referred to as the Metropolitan Planning Area (MPA).

2. The MPA will be periodically reassessed and revised in the light of new developments and basic data projections.
3. Transportation planning will be a continuing, comprehensive, and cooperative process and all planning discussions will be reflective of and responsive to the programs of the NCDOT, and to the comprehensive plans for growth and development of the City of Asheville, Town of Biltmore Forest, Town of Black Mountain, Buncombe County, Town of Canton, Town of Clyde, Village of Flat Rock, Town of Fletcher, Haywood County, Henderson County, City of Hendersonville, Henderson County, Town of Laurel Park, Madison County, Town of Maggie Valley, Town of Mars Hill, Town of Mills River, Town of Montreat, Town of Waynesville, Town of Weaverville, and Town of Woodfin.
4. The continuing transportation planning process will be in accordance with the intent, procedures, and programs of Title VI of the Civil Rights Act of 1964, as amended.
5. Transportation policy decisions within the planning area are the responsibility of the MPO in cooperation with the Asheville City Council, Town of Biltmore Forest Board of Commissioners, Black Mountain Town Council, Buncombe County Board of Commissioners, Canton Board of Aldermen, Clyde Board of Aldermen, Village of Flat Rock Council, Fletcher Town Council, Haywood County Board of Commissioners, Henderson County Board of Commissioners, Hendersonville City Council, Laurel Park Town Council, Madison County Board of Commissioners, Maggie Valley Board of Aldermen, Mars Hill Town Council, Mills River Town Council, Montreat Board of Commissioners, Waynesville Town Council, Weaverville Town Council, Woodfin Town Council, and the NCDOT.
6. Transportation plans and programs and land use policies and programs, for the MPA, having regional impacts will be coordinated with MPOs and RPOs that share a boundary with the MPO, and other municipalities and counties in the region.

## **Section 2: Establishment of a Governing Board**

A French Broad River Metropolitan Planning Organization Governing Board, hereinafter referred to as the Board, is hereby established with the responsibility for serving as a forum for cooperative transportation planning decision making for the MPO. The Board

is the policy board of the MPO. By definition, in 23 U.S.C. §134(b)(2), the Board is the MPO.

1. The Board shall consist of representatives appointed by member Boards of Local Government and members of the North Carolina Board of Transportation (BOT). Each member Board of Local Government and the BOT may also, at its sole discretion, appoint an alternate member to serve in the member's absence. The Board representative and the alternate member appointed by Boards of Local Government must be an elected official of the appointing Board of Local Government.
2. Every voting Board member and alternate shall comply with the State Government Ethics Act as per Chapter 138A of the NC General Statutes and the Ethics provisions of Chapter 136-200.2 of the NC General Statutes.
3. The Board members shall have the responsibility for keeping their respective Boards of Local Government informed of the status and requirements of the transportation planning process; assisting in the dissemination and clarification of the decisions, inclinations, and policies of the boards; and ensuring meaningful public participation in the transportation planning process.
4. The Board, in cooperation with NCDOT, will be responsible for carrying out the provisions of 23 U.S.C. 134 and NC General Statutes, Chapter 136, including, but not limited to:
  - a. Review and approval of the MPO Unified Planning Work Program, which defines work tasks and responsibilities for the various agencies participating in the transportation planning process;
  - b. Review and approval of changes to the Urbanized Area Boundary and the Metropolitan Planning Area Boundary;
  - c. Review and approval of the MPO's Transportation Improvement Program (TIP) for multi-modal capital and operating expenditures and to ensure coordination between local and State capital and operating improvement programs;
  - d. Endorsement, review and approval of changes to the MPO's adopted Metropolitan Transportation Plan and Comprehensive Transportation Plan. As required by the North Carolina General Statutes Section 136-66.2(d), revisions to the Comprehensive Transportation Plan must be adopted by both the MPO and the NCDOT;

- e. Review and approval of the Public Participation Plan to ensure the public is given ample opportunity to participate in the transportation planning process.
  - f. Development and approval of the Congestion Management Process, the regionally-accepted approach for identifying and implementing strategies to manage congestion that meet State and local needs.
  - g. Endorsement, review and approval of changes to the Federal-Aid Functional Classification System and the Asheville adjusted urbanized area;
  - h. Establishment of goals and objectives for the transportation planning process;
  - i. Provide local input to North Carolina's transportation project prioritization process; and
  - j. Adoption of Bylaws for the purpose of establishing operating policies and procedures.
  - k. Any other NCDOT, State, and/or Federal required plans and/or documentation, including amendments or modifications to these documents
5. Board Members will vote on matters pursuant to the authority granted by their respective governmental body.

When any project is on an Interstate route, a limited-access highway, or is on a designated Strategic Highway Corridor, any member of the Board may call for a weighted vote regarding project-specific decisions related to the MTIP. The weighted vote must take place at a duly advertised meeting of the Board in which a quorum is present. In a weighed vote, votes of Board members from "directly impacted" jurisdictions will be weighted according to the following table:

<b>Governmental Body</b>	<b>Voting Status</b>	<b>Number of Votes (unweighted)</b>	<b>Weighted votes</b>
Buncombe County	Yes	2	6
Haywood County	Yes	2	6
Henderson County	Yes	2	6
Madison County	Yes	1	3
City of Asheville	Yes	2	6
Town of Biltmore Forest	Yes	1	3
Town of Black Mountain	Yes	1	3

Town of Canton	Yes	1	3
Town of Clyde	Yes	1	3
Town of Flat Rock	Yes	1	3
Town of Fletcher	Yes	1	3
City of Hendersonville	Yes	1	3
Town of Laurel Park	Yes	1	3
Town of Maggie Valley	Yes	1	3
Town of Mars Hill	Yes	1	3
Town of Mills River	Yes	1	3
Town of Montreat	Yes	1	3
Town of Waynesville	Yes	1	3
Town of Weaverville	Yes	1	3
Town of Woodfin	Yes	1	3
NCDOT Board of Transportation (Representative for Division 13)	Yes	1	1
NCDOT Board of Transportation (Representative for Division 14)	Yes	1	1
Rural Transit Representative	Yes	1	1
Urban Transit Representative	Yes	1	1
<b>Total number of voting members</b>		<b>28</b>	<b>76*</b>

\*Weighted votes are subject to the weighted vote provisions and unlikely to include weighted votes for all voting members.

“Directly Impacted” Defined. “Directly impacted” jurisdictions shall include Municipalities where any portion of the project is within the Municipality’s corporate limits or sphere of influence, and shall include Counties where any portion of the project is within the County’s unincorporated area and outside the sphere of influence of any municipality. Sphere of influence shall include extraterritorial jurisdiction, pending annexation areas, or areas covered by a Resolution of Intent to annex.

### **Veto Power**

When any project is on a road that does not carry an Interstate route designation, is not located on a limited-access highway, or is not a designated Strategic Highway Corridor, any member of the Board shall be allowed to call for a veto vote to determine whether a selected project will be excluded from the TIP. In a veto vote, members from jurisdictions that are “directly impacted” by the project may vote to exclude a project from the TIP, provided that every

Board members from the “directly impacted” jurisdictions must be present, and must unanimously vote for the veto. The call for a veto vote can only take place at a duly advertised meeting of the Board in which a quorum is present.

Representatives from each of the following bodies will serve as non-voting members of the Board:

<b>Organization</b>	<b>Voting Status</b>
Federal Highway Administration (FHWA) North Carolina Div.	No
Federal Transit Administration (FTA)	No

### **Appointment of Transit Representative Positions**

The Urban and Rural Transit Representative positions will be appointed for two-year terms.

Urban Transit Representatives will appointed for two-year terms by jurisdictions eligible to receive FTA 5307 funding in the MPO Planning Area. Jurisdictions will rotate appointment responsibilities every two years.

Rural Transit Representatives will appointed for two-year terms by jurisdictions eligible to receive FTA 5311 funding in the MPO Planning Area. Jurisdictions will rotate appointment responsibilities every two years.

6. On the basis of majority vote, the Board may appoint a member of the Committee to act as Chairperson with the responsibility for coordination of the Committee's activities. A staff member of the French Broad River Metropolitan Planning Organization will serve as Secretary to the Committee. A member of any local elected board may serve as an alternate to the designated Board member for each member. The MPO staff shall be notified of changes in Board members and Board alternate members each year and/or as changes are made. As established in its Bylaws, the Board may create subcommittees to assist it in carrying out its responsibilities. Board will meet with the necessary regularity to ensure adequate performance of duties as described herein.

### **Section 3: Establishment of a Technical Coordinating Committee**

**A Technical Coordinating Committee (TCC)** shall be established with the responsibility of general review, guidance, and coordination of the transportation planning process for the planning area and with the responsibility for making recommendations to the respective local and State governmental agencies and the Board regarding any necessary actions relating to the continuing transportation planning process.

1. The TCC shall be responsible for development, review and recommendation for approval by the Board of the Unified Planning Work Program, Transportation Improvement Program, Metropolitan Planning Area Boundary, Metropolitan Transportation Plan, Comprehensive Transportation Plan, Public Participation Plan, and any other NCDOT, State, and/or Federal required plans and/or documentation, including amendments or modifications to these documents.
2. Membership of the TCC shall include technical representatives from all local and State governmental agencies directly related to and concerned with the transportation planning process for the planning area. The TCC shall be comprised of the following members:

<b>TCC Member Organization</b>	<b>Voting Status</b>	<b>No. of Votes</b>
City of Asheville	Yes	1
Town of Biltmore Forest	Yes	1
Town of Black Mountain	Yes	1
Buncombe County	Yes	1
Town of Canton	Yes	1
Town of Clyde	Yes	1
Village of Flat Rock	Yes	1
Town of Fletcher	Yes	1
Haywood County	Yes	1
Henderson County	Yes	1
City of Hendersonville	Yes	1
Town of Laurel Park	Yes	1
Madison County	Yes	1
Town of Maggie Valley	Yes	1
Town of Mars Hill	Yes	1
Town of Mills River	Yes	1
Town of Montreat	Yes	1
Town of Waynesville	Yes	1
Town of Weaverville	Yes	1
Town of Woodfin	Yes	1
NCDOT Division 13	Yes	1
NCDOT Division 14	Yes	1
NCDOT Transportation Planning Division	Yes	1
City of Asheville Public Transit	Yes	1
Henderson County Public Transit	Yes	1
Buncombe County Public Transit	Yes	1
Haywood County Public Transit	Yes	1
Land of Sky Rural Planning Organization	Yes	1
<b>Total number of voting members</b>		<b>28</b>



Representatives from each of the following bodies will serve as non-voting members of the Technical Coordinating Committee:

<b>Organization</b>	<b>Voting Status</b>
Federal Highways Administration (FHWA)	No
Federal Transit Administration (FTA)	No
Land of Sky Regional Council (LOSRC)	No
Asheville Regional Airport	No
WNC Regional Air Quality Agency	No
NCDOT Regional Safety Engineer	No
NCDOT Freight Representative	No
NCDOT Rail Representative	No
NCDOT Integrated Mobility Division	No
Regional Housing Representative	No
Vulnerable Road Users Representative	No

Appointment of FHWA, FTA, LOSRC, Asheville Regional Airport, WNC Regional Air Quality Agency, and NCDOT positions will be made by those agencies. Appointment of the Regional Housing Representative and Vulnerable Road Users Representative will be at-large appointments, subject to approval by the TCC and Board.

3. The TCC shall meet when it is deemed appropriate and advisable, but will meet with the necessary regularity to ensure adequate performance of duties as described herein. On the basis of majority vote of its membership, the TCC may appoint a member of the Committee to act as Chairperson with the responsibility of coordination of the Committee's activities. On the basis of majority vote of its membership, the TCC may also appoint a Vice-Chair to lead meetings in the absence of the Chair. Membership to the TCC may be altered on the basis of a majority vote of its membership, provided all agencies with Board membership are represented. TCC membership changes must be approved by the Board.

#### **Section 4: MPO Meetings**

The Board and TCC, as well as any established subcommittees, are responsible for carrying out the provisions of North Carolina General Statute Chapter 143, Article 33C regarding open meetings, and Chapter 132 regarding public records. In addition:

1. A quorum is required for transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise

transacting public business. A quorum consists of 51% of the active members of the Board or TCC, plus as many additional members as may be required to ensure that 51% of possible votes are present. Vacant seats will not count against the quorum.

2. Members or alternates should be identified by name on the meeting attendance log.
3. Per NCGS 143-318.13, regarding TCC and/or Board meetings that are held by use of conference telephone or other electronic means, the LPA shall provide a location and means whereby members of the public may listen to the meeting.
4. Electronic meetings and voting are allowed as long as proper public notice is given and meeting materials are available to the public upon request. Minutes of meetings at which remote participation occurs should reflect which members are physically present and which are not. They should also reflect when members are excused from voting or are excused to leave or rejoin the meeting, just as they would for members who are physically present.
5. Any member who does not attend two consecutive Board/TCC meetings will not be included as part of the membership needed to obtain a quorum after the second meeting. Membership, however, is immediately reinstated by the presence of the most recently appointed member (or his alternate) at any future meeting.

#### **Section 5: Lead Planning Agency Responsibility**

The Land of Sky Regional Council shall serve as the Lead Planning Agency and will provide the staff of the MPO, including a Secretary to the Board and the TCC. As such, Land of Sky Regional Council staff will maintain the official records of the MPO and all state and federal reporting and budgetary requirements in cooperation with the NCDOT staff. The Land of Sky Regional Council will further assist in the transportation planning process by providing planning assistance, data and inventories in accordance with the Unified Planning Work Program. Additionally, the Land of Sky Regional Council shall coordinate zoning and subdivision approvals within its jurisdiction in accordance with the adopted Comprehensive Transportation Plan.

The Land of Sky Regional Council will be responsible for initially expending locally derived funds and seeking reimbursement from NCDOT in accordance with the respective funding source.

The Land of Sky Regional Council will be responsible for the following functions:

1. Providing a secretary for the Board and the TCC
2. Arranging meetings and agenda
3. Maintaining minutes and records
4. Preparing a Prospectus and Unified Planning Work Program
5. Serving as custodian of all MPO plans and documents
6. Collecting from local governments minutes and resolutions that document transportation plan revisions, and submitting these for mutual adoption by the NCDOT
7. Monitoring the transportation planning process to ensure its execution is in accordance with the MPO goals and objectives
8. Performing other coordinating functions as assigned by the Board as needed
9. Lead responsibility for structuring public involvement in the transportation planning process
10. Preparation of the PL Expenditure Report and other grant/fund management.

The NCDOT will assist in the transportation planning process by providing planning assistance, data and inventories in accordance with the Unified Planning Work Program. The Transportation Planning Division will designate a French Broad River Metropolitan Planning Organization Coordinator to serve as Staff liaison and participant in the French Broad River Metropolitan Planning Organization planning process.

## **Section 6: Cost Sharing**

Activities of the MPO, as set forth in the annually adopted Unified Planning Work Program, are funded with Federal Planning funds distributed through the North Carolina Department of Transportation. These funds require a twenty percent (20%) local match. Dues-paying local government members that are parties to the Memorandum of Understanding agree to fund the local match in an amount in direct proportion to their share of the total population contained in the approved Metropolitan Planning Area. Population figures for determination of local match contribution shall be determined based on the most recent Federal Decennial Census. This funding share shall be invoiced on a regular basis by the Land of Sky Regional Council, acting as Lead Planning Agency, and as recipient of the Federal Planning funds distributed by the North Carolina Department of Transportation. Annual local match funds are non-refundable.

### Dues-Paying Members and Responsibilities

<b>Dues-Paying Member</b>	<b>Jurisdictions Included in Population Calculations</b>
City of Asheville	City of Asheville
Buncombe County	Unincorporated Buncombe County (within the MPO Planning Area, Town of Biltmore Forest, Town of Black Mountain, Town of Montreat, Town of Weaverville, Town of Woodfin
Haywood County	Unincorporated Haywood County within the MPO Planning Area, Town of Canton, Town of Clyde, Town of Maggie Valley
Henderson County	Unincorporated Henderson County within the MPO Planning Area, Village of Flat Rock, Town of Fletcher, Town of Laurel Park, Town of Mills River
City of Hendersonville	City of Hendersonville
Madison County	Unincorporated Madison County within the MPO Planning Area, Town of Mars Hill
Town of Waynesville	Town of Waynesville

Any member jurisdiction of the MPO may request planning funds for special studies with local match provided from a single jurisdiction. Those items will be highlighted in the Board-approved UPWP and not be calculated as part of regular MPO dues.

## **Section 7: Withdrawal from the French Broad River Metropolitan Planning Organization**

Parties to this Memorandum of Understanding may terminate their participation in the continuing transportation planning process by giving 180 days written notice to the other parties prior to the date of termination.

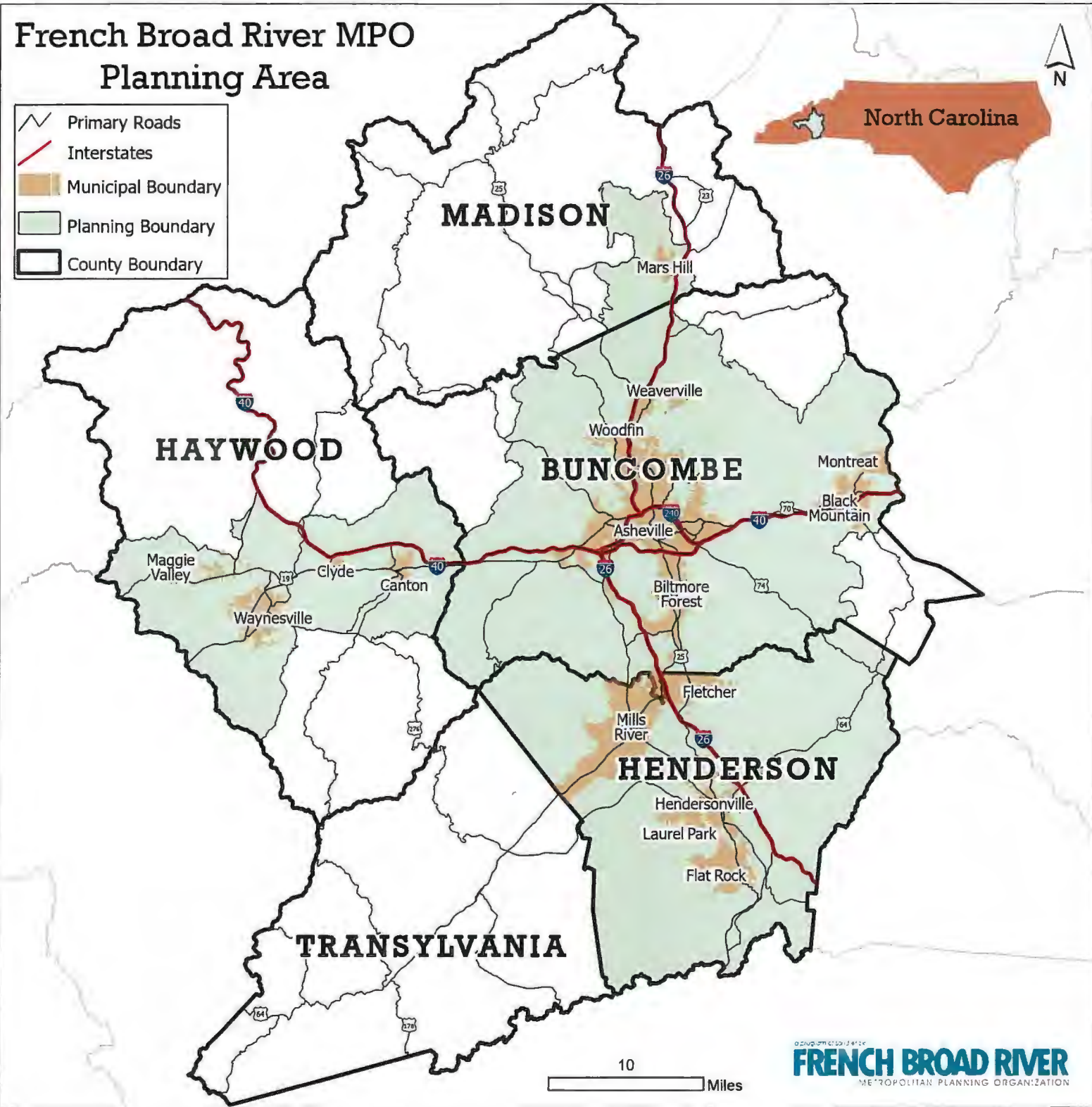
## **Section 8:**

In witness whereof, the parties of this Memorandum of Understanding have been authorized by appropriate and proper resolutions to sign the same, the City of Asheville by its Mayor, The Town of Biltmore Forest by its Mayor, The Town of Black Mountain by its Mayor, the Town of Canton by its Mayor, the Town of Clyde by its Mayor, the Village of Flat Rock by its Mayor, the Town of Fletcher by its Mayor, the City of Hendersonville by its Mayor, the Town of Laurel Park by its Mayor, the Town of Maggie Valley by its Mayor, the Town of Mars Hill by its Mayor, the Town of Mills River by its Mayor, the Town of Montreat by its Mayor, the Town of Waynesville by its Mayor, the Town of Weaverville by its Mayor, the Town of Woodfin by its Mayor, Buncombe County by its Chairman of the Board of Commissioners, Haywood County by the Chairman of the Board of Commissioners, Henderson County by the Chairman of the Board of Commissioners, Madison County by the Chairman of the Board of Commissioners, and the North Carolina Department of Transportation by the Secretary of Transportation. This Memorandum of Understanding becomes effective as of the last day signed. The following pages comprise the signature pages from each party to this Memorandum.

**APPENDIX A**  
**MPO PLANNING AREA**  
**ADOPTED (2023)**

# French Broad River MPO Planning Area

- Primary Roads
- Interstates
- Municipal Boundary
- Planning Boundary
- County Boundary



## TOWN OF MARS HILL

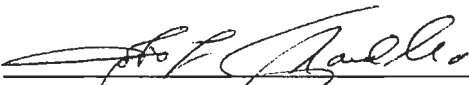
2024 – 2025 Fiscal Year

BUDGET ORDINANCE AMENDMENT  
FY 2025-02ORDINANCE #: 295

The purpose of this budget amendment is to update the FY 2024-25 **GENERAL FUND** budget as follows:

Budget Code	Description	Expenditures	Revenues
10-3190-0001	NC VTS Refunds	\$	\$ (10,000)
10-5000-7200	Capital Outlay – Bldgs	\$ 8,000	\$
10-5000-1300	Utilities	\$ 6,000	\$
10-6200-7300	Capital Outlay – Bldgs/Grnds/Land Purchase (West Farm Property Option)	\$ 120,000	\$
10-3996-0000	Appropriated Fund Balance	\$	\$ 134,000
	<b>TOTAL ADDITIONAL EXPENSES AUTHORIZED</b>	\$ 134,000	\$
	<b>TOTAL ADDITIONAL REVENUES ANTICIPATED</b>	\$	\$ 134,000

This budget amendment is hereby **ADOPTED** and incorporated into the FY 2024-25 Budget Ordinance by the Mars Hill Mayor and Board of Aldermen meeting in regular session on this the 3<sup>rd</sup> day of March, 2025.

  
John L. Chandler, Mayor

ATTEST:

  
Stuart L. Jolley, Clerk

