

**MINUTES
BREVARD CITY COUNCIL
Organizational Meeting
December 6, 2021 – 5:30 PM**

The Brevard City Council met in regular session on Monday, December 6, 2021, at 5:30 p.m. in the Council Chambers of City Hall with Mayor Harris presiding.

Present – Mayor Jimmy Harris, Mayor Pro Tem Mac Morrow and Council Members Maureen Copelof, Maurice Jones, Gary Daniel and Geraldine Dinkins.

Staff Present – City Attorney Mack McKeller, City Manager Jim Fatland, City Clerk Jill Murray, Finance Director Dean Luebbe, Executive Assistant to the City Manager Denise Hodsdon, Planning Director Paul Ray, Police Chief Tom Jordan, Fire Chief Bobby Cooper, Public Safety Director Phil Harris, Human Resources Director Kelley Craig.

Press – Jeremiah Reed, Transylvania Times

A. Welcome and Call to Order – Mayor Harris called the meeting to order, welcomed those present and introduced Council members, Attorney and City Clerk.

B. Invocation – Reverend Pamela Holder of Bethal “A” Baptist Church offered an invocation.

C. Pledge of Allegiance - Mayor Harris led the pledge of allegiance.

D. Recognition and Awards

1. **Donna White** - Mayor Harris presented Donna with an engraved clock and thanked her for her 37 years of service to the City of Brevard.
2. **Wayne Simms** - Mayor Harris presented Wayne with an engraved pocket watch and thanked him for his 30 years of service to the City of Brevard.
3. **Jim Fatland** - Mayor Harris presented Jim with an engraved pocket watch and thanked him for his 29 years of service to North Carolina Local Government (10 years at the City of Brevard).

E. Induction of Council Members and Mayor: Oath of Office to be administered by City Clerk.

1. **Council Member Mac Morrow** – Mac Morrow, accompanied by his wife Veronica, was administered the Oath of Office by Mayor Jimmy Harris. (An original is deposited with Transylvania County Clerk of Superior Court, and a second original is on file in City Clerk’s office.)

*State of North Carolina
County of Transylvania
City of Brevard*

I, Mac Morrow, do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as a Brevard City Council Member, so help me God.

s/Mac Morrow

2. **Mayor Maureen Copelof** – Maureen Copelof, accompanied by her husband Sylvan and stepmother Susan Peterson, was administered the Oath of Office by City Clerk Jill Murray. (An original is deposited with Transylvania County Clerk of Superior Court, and a second original is on file in City Clerk’s office.)

State of North Carolina
County of Transylvania
City of Brevard

I, Maureen Copelof, do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as Mayor of Brevard, North Carolina, so help me God.

s/Maureen Copelof

3. **Aaron J. Baker**, Council Member – Aaron J. Baker, accompanied by his son Henry and parents Florence and Scott, was administered the Oath of Office by City Clerk Jill Murray. (An original is deposited with Transylvania County Clerk of Superior Court, and a second original is on file in City Clerk’s office.)

State of North Carolina
County of Transylvania
City of Brevard

I, Aaron J. Baker, do solemnly and sincerely swear (or affirm) that I will support the Constitution and laws of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution and laws of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; and that I will faithfully discharge the duties of my office as a Brevard City Council Member, so help me God.

s/Aaron J. Baker

F. Certification of Quorum - The City Clerk certified a quorum present.

G. Approval of Agenda – Mr. Morrow moved, seconded by Mr. Jones to approve the agenda as presented.

H. Acknowledge Receipt of the Transylvania County Board of Election Abstract of Votes for the Municipal Election November 2, 2021. Results of the 2021 Municipal Election have been certified and the following were elected: Office of Mayor, Maureen Copelof (4 years); Office of Council Member, Mr. Mac Morrow (4 years); Office of Council Member, Mr. Aaron J. Baker (4 years); (Exhibit A)

I. Mayor Committee Appointments. Mr. Morrow moved, seconded by Mr. Jones to approve the committee appointments as presented. Motion carried unanimously.

- a. Land of Sky Regional Council – Maureen Copelof
- b. Land of Sky Rural Planning Organization (RPO) Transportation Advisory Committee – Chair Mac Morrow, Alternate Maureen Copelof
- c. Tourism Development Authority – Aaron Baker
- d. Chamber of Commerce – Maureen Copelof
- e. Council Downtown Master Plan Committee – Chair Gary Daniel, Vice Chair Geraldine Dinkins
- f. Council Finance and Human Resources Committee – Chair Aaron J. Baker, Vice Chair Mac Morrow
- g. Council Parks, Trails and Recreation Committee – Chair Mac Morrow, Vice Chair Aaron Baker
- h. Council Public Safety Committee – Chair Mac Morrow, Vice Chair Maurice Jones
- i. Council Public Works and Utilities Committee – Chair Maurice Jones, Vice Chair Mac Morrow
- j. Housing Trust Fund Selection Committee – Chair Gary Daniel, Vice Chair Maurice Jones
- k. Rosenwald Community Advisory Board - Chair Maurice Jones, Vice Chair Gary Daniel
- l. Short Term Rental Task Force – Co-Chairs, Geraldine Dinkins and Aaron J. Baker

J. Special Presentation. Proclamation No. 2021-15 Kwanzaa. Mayor Copelof read the proclamation aloud and presented it to Transylvania NAACP President Tommy Kilgore and founder of the WNC Kwanzaa Collective Crystal Cauley.

**Proclamation No. 2021-15
Kwanzaa Week Proclamation**

WHEREAS, Kwanzaa is an observance week annually celebrated from December 26 to January 1 celebrating African American family, heritage, community contributions and culture throughout the world. The name 'Kwanzaa' translates to "first fruits of the harvest" in the Swahili.

WHEREAS, Kwanzaa was created by Dr. Maulana Karenga, professor and chairman of Africana Studies at California State University. Since 1966, Kwanzaa has been celebrated for a week with the lighting of a 7 prong candle holder, called a *Kinara*. Kwanzaa is organized with proclamations by mayors and city councils, festivities and events to recognize the significance of values and core principles. The three official colors are black, red and green which are symbolic and representative of Kwanzaa. The green color represents the hope for a better future, the red represents the struggle and barriers throughout history and the single black candle which is placed in the center represents African people.

WHEREAS, the 7 core principles include Unity, Self-determination, Collective Work and Responsibility, Cooperative Economics, Purpose, Creativity and Faith. Throughout the week there are fundamental activities of the ingathering of people, spiritual worship, commemoration of the past and commitments to positively build proactively for future generations.

WHEREAS, the City of Brevard, North Carolina, honors cultural diversity, equity and inclusion for all to enjoy. This city upholds a tradition to enrich the community with values, proactively preserve African American historical preservation and welcome all residents to participate in recognizing Kwanzaa as an opportunity to continue to unite.

WHEREAS, this city will continue to successfully build strong foundations, collectively embracing cultural diversity that empowers people of all faiths, ethnic backgrounds and focus on aspiring towards the future that educates and respects cultural diversity. Diversity strengthens our city socially, economically and improves the quality of life for all residents.

NOW, THEREFORE, I, Maureen Copelof, Mayor of the City of Brevard, North Carolina, do hereby proclaim December 26th, 2021 to January 1, 2022, as **KWANZAA WEEK** in the City of Brevard and commend its observance to all citizens.

Signed this 6th day of December, 2021.

K. New Business.

1. **Nomination and Appointment of Mayor Pro Tempore.** Mr. Morrow moved to nominate Maurice Jones as Mayor Pro Tem. He said "From his ten years of service, he is clearly to me someone we need to recognize and consider because we can always depend on Maurice to do his homework. He will always research the topics at hand and always with the appropriate regulations. He saved us \$9 million dollars when our previous City Manager tried to push a zero interest loan on us. A move that would have put a huge burden on the underserved population, something that is near and dear to Maurice. His leadership in the human relations area leading discussions is legendary. He always works to bring people together and his devotion to his neighborhood, African American History and his neighborhood's civic renewal is truly inspirational. Maurice, I nominate you." No second was made to the motion so the motion failed.

Ms. Dinkins moved, seconded by Aaron Baker, to nominate Gary Daniel as Mayor Pro Tempore. Mr. Morrow was a yay and Mr. Jones was a nay. Motion carried.

2. **Schedule Reception for Mayor Jimmy Harris at Brevard Music Center Parker Concert Hall on December 15, 2021 from 4:00pm-6:00pm.** Mr. Fatland said we encourage the community to turn out and thank the Mayor.

When you have a Mayor for 22 years, I think it's appropriate to have a special event and I encourage everyone to attend it.

3. **Approval of City Council 2022 Meeting Schedule.** Mayor Copelof said that she is proposing that we increase the number of City Council meetings that we hold over the year. Our meetings have been 3-4 hours each and it doesn't lend itself to public participation and transparency. I also feel a 3-4 hour meeting is too long for Council and that after that length of time, we're not as attentive as we were at the beginning. I think shorter meetings will lend to better decision making. January, we will still have one and then in February, our second meeting will be the all-day strategic planning session, then March through May, two regular meetings.

Mr. Daniel said he has some concerns and questions and that the Council Committees were formed to preload a lot of business, so we are already having a meeting plus 2 or 3 committee meetings. My concern is that we're increasing the workload for the employees and I wonder how staff feels about that. I would ask that we get more information before we decide on this.

Ms. Dinkins said how are we going to assure that these meetings are going to be shorter? If it is doubling, that will cut into other priorities that I can't move out of the way. I would ask that these meeting are two hours or less. Mayor Copelof said that she does not envision these meetings being longer and it would my responsibility as the person that runs the meeting that I will keep them short.

Mr. Jones said he sees both sides and his only concern is more public engagement that's part of why some of our meetings took so long. That's the only issue I have is more public engagement and outreach, that means maybe two or three topics at a meeting.

Mr. Baker said that his main concern is on staff time, not just the meetings but preparing for the meeting. That does add to the workload on staff and I'm hopeful that they're prepared for that.

Mr. Daniel moved, seconded by Ms. Dinkins that we request more information and hear from staff and review it at our next meeting in December. Motion carried unanimously.

4. **Request for Proposal for Executive Search Firms for position of City Manager.** Ms. Craig said this is just staff requesting authorization to do a search and this will go out to a number of executive search firms. Mr. Morrow moved, seconded by Ms. Dinkins to approve the RFP. Motion carried unanimously.

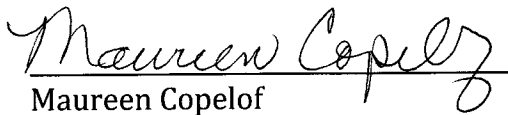
5. **Establish Ecusta Trail Advisory Board.** Mr. Fatland explained that Henderson County has already formed an advisory board and we decided to form one as well and it will include the following members. After some discussion, Council decided to change it one member from Tourism (Executive Director or Designee) and the City Manager and Planning Director are non-voting (Ex-Officio) Mr. Morrow moved, seconded by Mr. Jones to approve the proposed advisory board roster as amended. Motion carried unanimously.

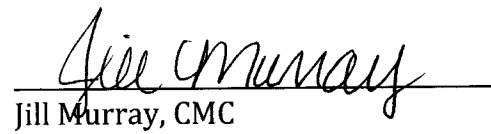
- 2 Elected Officials from the City of Brevard (Mayor & Chair of the Parks, Trails & Recreation Committee.
- 2 Members from Transylvania County Board of Commissioners or designees
- 1 Member from Tourism (Executive Director or Designee)
- 1 Member from Conserving Carolina
- 1 Member from Friends of the Ecusta Trail

- 1 Member from Brevard Blue Zones Project
- 2 At-Large Appointments
- 1 Chairman of Henderson County Ecusta Trail Advisory Board Ex-Officio
- Brevard City Manager (Ex-Officio)
- Brevard Planning Director (Ex-Officio)

P. Adjourn – Attorney Mack McKeller asked that this meeting be recessed until Thursday, December 9th and asked for a Council member to amend the agenda to add a closed session for a personnel matter. Mr. Daniel moved, seconded by Mr. Jones to amend the agenda to add a closed for a personnel matter. Motion carried unanimously. Mr. Dinkins moved, seconded by Mr. Daniel, to recess until 5:30pm on Thursday, December 9, 2021. Motion carried unanimously. Meeting adjourned at 6:38 p.m.

Reception – Immediately following was a reception to extend appreciation to welcome newly elected Mayor Maureen Copelof and incoming Council Members Mac Morrow and Aaron J. Baker.


Maureen Copelof
Mayor


Jill Murray, CMC
City Clerk

Minutes Approved: December 20, 2021