

**MINUTES - SPECIAL MEETING
BOONE TOWN COUNCIL
DECEMBER 21, 2004**

A special meeting of the Boone Town Council was called to order at 4:05 p.m., Tuesday, December 21, 2004, in the Town Council Chambers, 1500 Blowing Rock Road, Boone, NC. Mayor Velma C. Burnley presided. Council members present were Mayor Pro-Tem Loretta Clawson, Graydon Eggers, Lynne Mason, Dempsey Wilcox, and Bunk Spann. Members of the Water Study Committee present were Phil Templeton, Rob Holton, Skip Greene, Pam Williamson, and Mary Ruth McRae (arrived at 4:20p.m.). Town staff present were Greg Young-Town Manager, Rick Miller-Public Utilities Director, John Spear-Development Services Director, Amy Davis-Finance Director, Freida Van Allen-Town Clerk, and Kim Tester-Deputy Town Clerk.

The purpose of the meeting was to discuss water use recommendations submitted by Rick Miller, Director of the Public Utilities Department, relating to the immediate water systems needs of the town.

Mayor Burnley welcomed everyone to the meeting and invited Mr. Miller to present his information.

Mr. Miller began by presenting information received through email from WK Dickson (**Exhibit A**). He directed the group's attention to a memo within the meeting packet. Mr. Miller read the first statement contained in the memo suggesting that all water and sewer applications be approved by the Town Council. Council member Wilcox suggested that Mr. Miller present a status report to the Council on a monthly basis to keep members aware of the situation. The group discussed approvals for single-family uses be made by the Utility Department. It was decided that any commercial or multi-family use could be brought before the Town Council.

The group discussed at length the terminology to be used when making decisions for this matter. Council member Mason suggested that the terminology be uniform. Several members of the group agreed that using gallons would be the simplest unit of measurement. Committee member McRae suggested the use of an Excel program to monitor the number of applications and the water usage of the intended use. Committee member Templeton stated that the policy needs to be easily understood and explainable. He also advised that the policy be well published in the media so that the public is made aware of the change.

Mr. Miller asked if the committee agreed that no approvals should be made in the secondary pressure zones. Mr. Young explained that extending water service within these zones requires tanks to be strategically placed. He stated that this would be a policy decision decided by the Town Council. Council member Mason suggested other factors, such as a primary or secondary growth area designation which could be used in determining approval for applications.

After much discussion, the Town Council and Water Study Committee members suggested dividing the total number of gallons of water, which is 450,000 gallons, into a six-year time period beginning with 2004. The amount of water for each year would be 75,000 gallons, grouping years 2004 and 2005 together for 150,000 gallons. The group decided that the backlog of applications for 2004 would have consideration depending on priority and location. Eighty percent of the allocation would be designated for the corporate limits of Boone with twenty percent allocated for projects within the ETJ. The group agreed that citizens owning property within the town limits should receive first priority. One suggestion would be to issue a maximum time limit for utility approvals.

Council member Mason suggested the group digest the information presented at this meeting before making any recommendations. She further suggested that the group meet again to try to determine a recommended amount of water to be allocated and what the percentages should be for the town limits and ETJ. Several Committee members asked for Mr. Miller to gather information about the current water usage for different uses, both residential and various commercial uses during the last couple of years.

The Council and Committee decided to meet again on Tuesday, January 4, 2005, at 4:00 p.m. in the Town Council Chambers.

With no further discussion, the meeting adjourned at 6:15 p.m.

Deputy Town Clerk		Mayor