

LAKE LURE TOWN COUNCIL MEETING PACKET

Wednesday, March 26, 2025
8:30 a.m.



Mayor Carol C. Pritchett
Mayor Pro Tem David DiOrio
Commissioner Patrick Bryant
Commissioner Scott Doster
Commissioner Jim Proctor

II

Agenda Adoption

TOWN OF LAKE LURE

Town Council Work Session and Action Meeting

Wednesday, March 26, 2025 -

8:30 a.m. Lake Lure Fire Department



Agenda

- I. Call to Order**
- II. Agenda Adoption**
- III. Eagle Scout Project Amendment**
- IV. Public Service Building Proposal**
- V. Capital Project Ordinance Bridge Loan**
- VI. Resolution 25-03-26 Accepting State Bridge Loan**
- VII. Storm Updates**
- VIII. Town Manager/Project updates**
- XI. Public Comments**
- X. Adjournment**

III
Eagle Scout
Project Amendment

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: March 26, 2025**

SUBJECT: Eagle Scouts Project Amendment

AGENDA INFORMATION:

Item Number: III
Department: Administration
Contact: Emerson Ansley, Eagle Scout
Presenter: Olivia Stewman, Town Manager

BRIEF SUMMARY:

Eagle Scout Emerson Ansley previously provided Council with a proposal to construct memorial benches for the Town. Mr. Ansley has provided the Town Manager with the following update message:

The Eagle Project leaders in my troop have stated that the memorial benches may not be enough to fulfill the criteria to achieve Eagle Rank. They suggest a "Little Library" to supplement the benches. The Little Library design I am looking at building will be a smaller version of the Lakeside Chapel. It will contain a Bible, a Hymnal, and perhaps some spiritual books. I am including a picture of an example of a Little Library in front of a chapel that is similar to design of that chapel. This is to give you an idea of what the Scout Leaders are proposing that we alter compared to our original plan. The project will now consist of two memorial benches and the Little Library. I wanted to confirm that this would be ok with you before we move on to the next steps.

RECOMMENDED MOTION AND REQUESTED ACTION:

To approve Emerson Ansley's Eagle Scout project amendment, as recommended.

STAFF COMMENTS AND RECOMMENDATIONS:

Staff recommends approval.

IV.
Public Service
Building Proposal

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: March 26, 2025**

SUBJECT: Public Services Building Proposal

AGENDA INFORMATION:

Item Number: IV
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

The Town has been in the process of planning to relocate the public works building to the Green Space property. Public Services Director Dean Lindsey has solicited bids and the winning bidder was Emmanuel Construction. Emmanuel Construction has provided a proposal to be reviewed by Town Council.

RECOMMENDED MOTION AND REQUESTED ACTION:

To approve the public services building proposal, as presented.

FUNDING SOURCE:

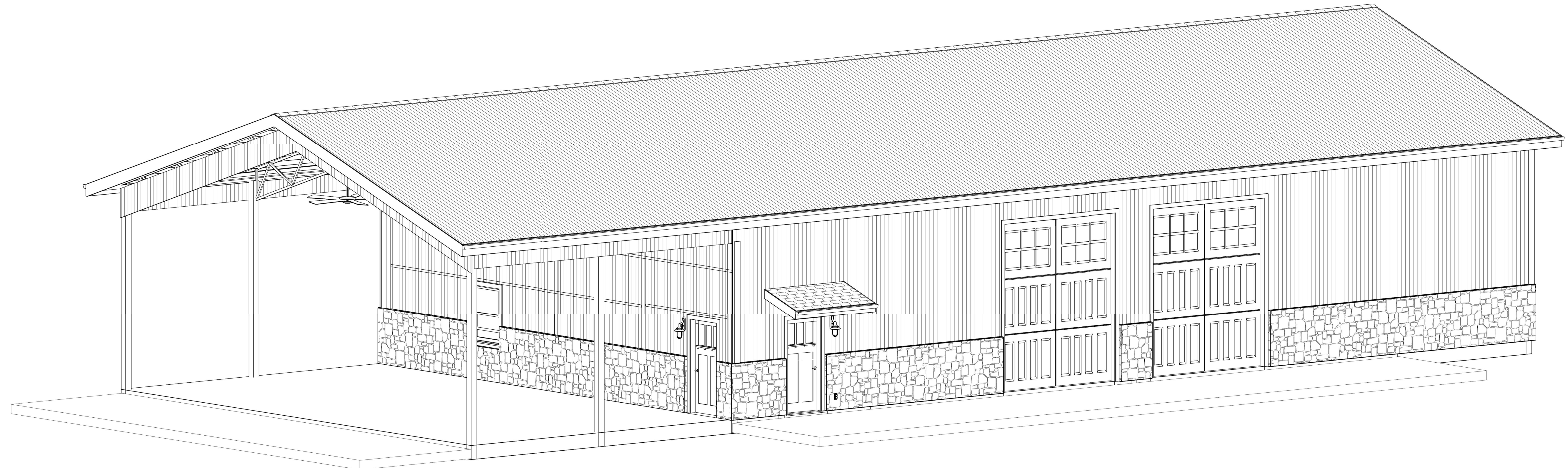
Capital Projects – Fund 21

ATTACHMENT(S):

Public Services Building Proposal

STAFF COMMENTS AND RECOMMENDATIONS:

Staff recommends approval.



LAKE LURE MUNICIPAL BUILDING 1

LAKE LURE NORTH CAROLINA

NOTES:
 RENDERINGS ARE NOT TO SCALE; ALL RENDERINGS ARE FOR ARTISTIC DEPICTION ONLY. PLAN UPDATES MAY NOT BE REFLECTED IN RENDERINGS. RENDERINGS SHALL NOT BE USED FOR CONSTRUCTION.

INDEX:
 A-1 COVER
 A-2 ELEVATIONS
 A-3 FLOOR PLAN
 A-4 FRAMING COVER
 A-5 FRAMING ELEVATIONS

NO.	DESCRIPTION	BY	DATE

PROJECT DESCRIPTION:
 Lake Lure1

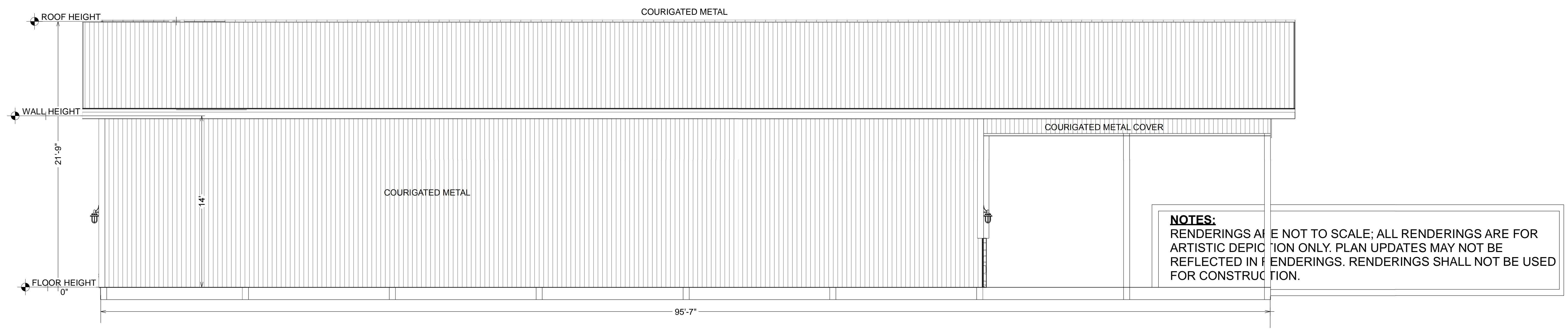
DRAWINGS PROVIDED BY:

DATE:
 7/22/2024

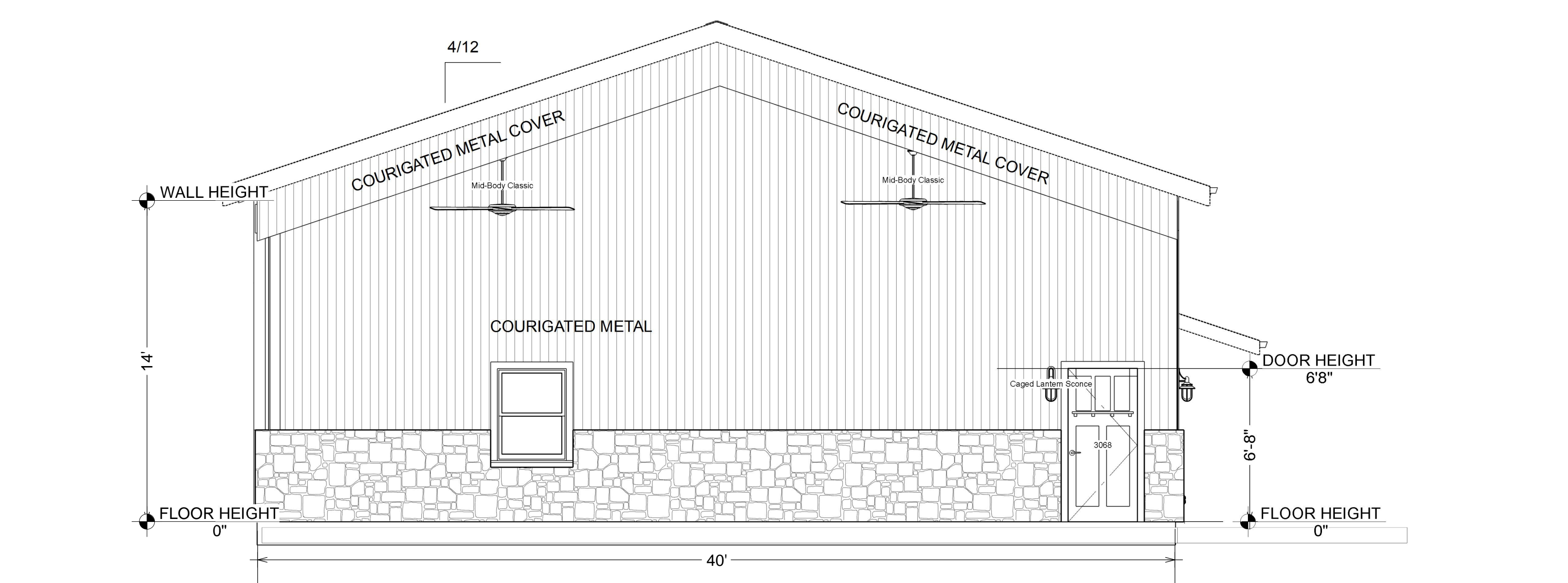
SCALE:

SHEET:

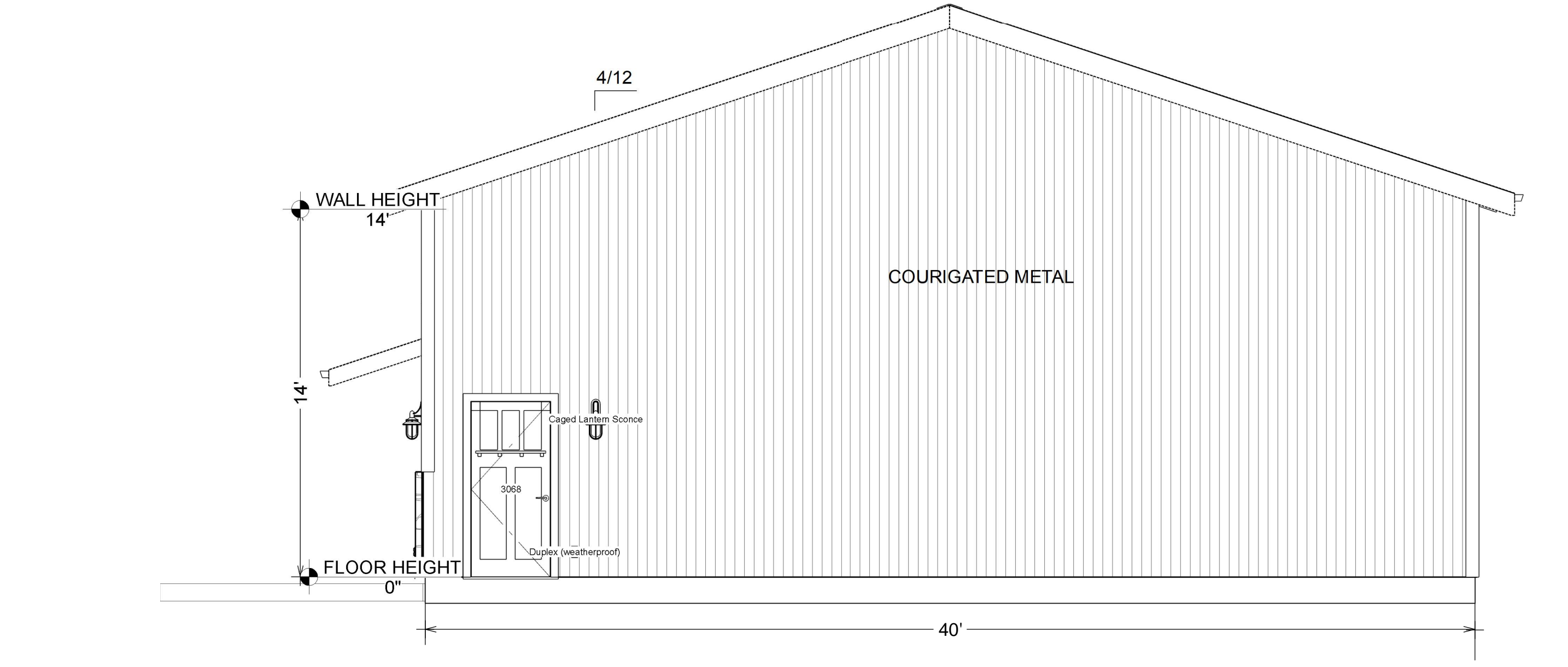
A-1



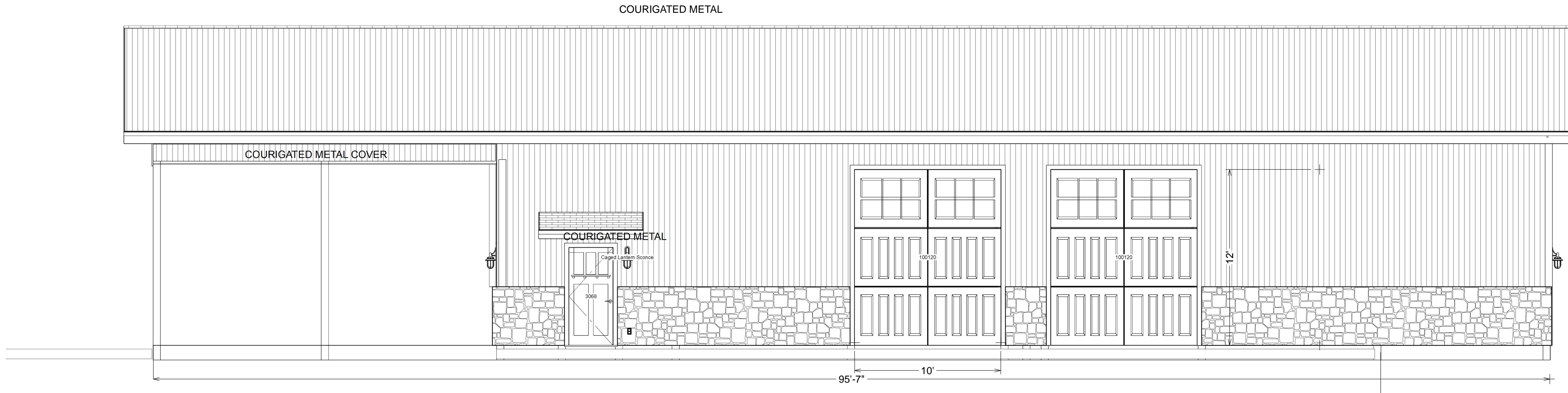
REAR ELEVATION SCALE 1/4=1'



LEFT ELEVATION SCALE 1/4=1'



RIGHT ELEVATION SCALE 1/4=1'



FRONT ELEVATION SCALE 1/4=1'

NO.	DESCRIPTION	BY	DATE

NO.	DESCRIPTION	BY	DATE

PROJECT DESCRIPTION:
Lake Lure1

DRAWINGS PROVIDED BY:

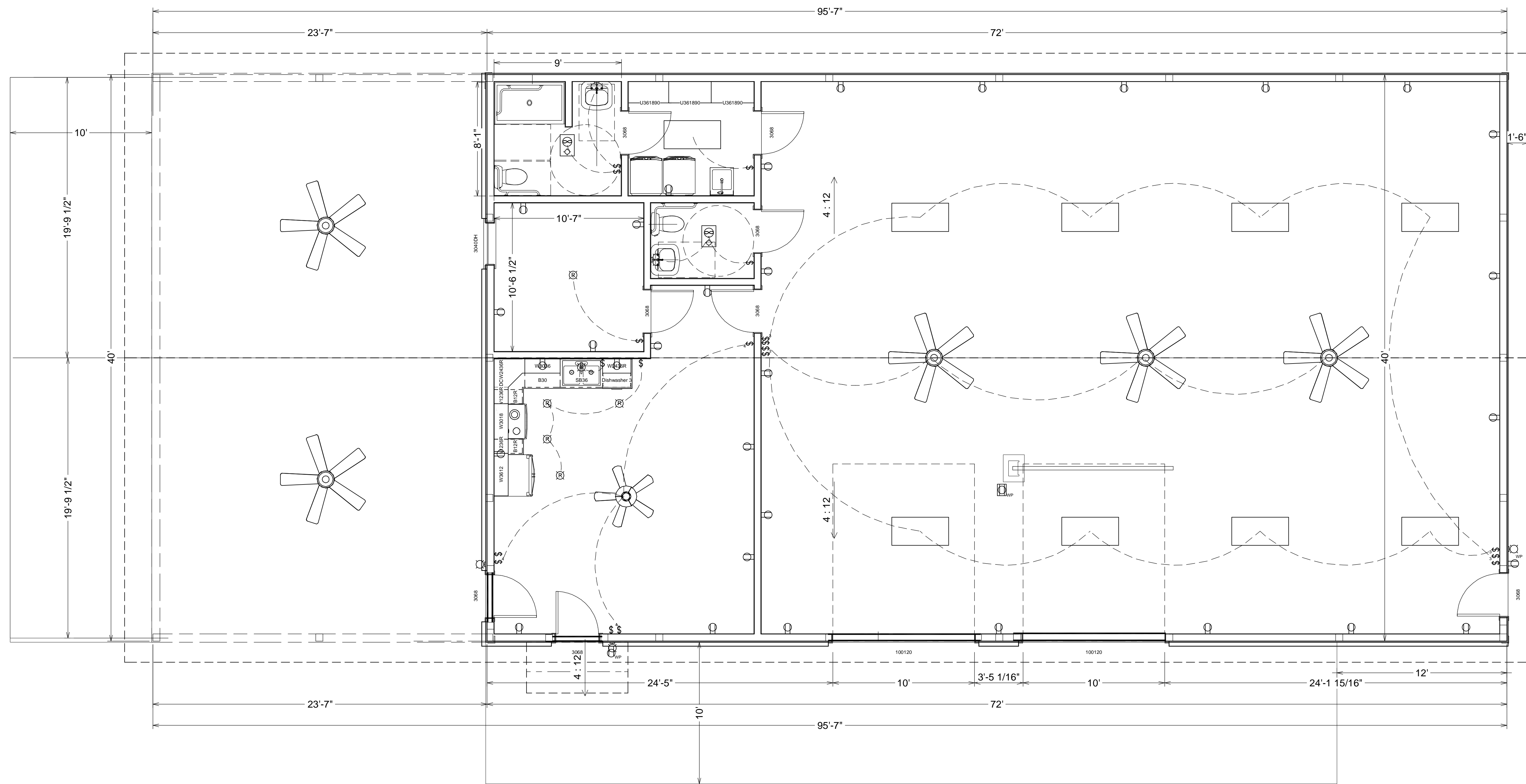
DATE:

7/22/2024

SCALE:

SHEET:

A-2



FLOOR PLAN

SCALE 1"=1'

NO.	DESCRIPTION	BY	DATE

PROJECT DESCRIPTION:
Lake Lure1

DRAWINGS PROVIDED BY:

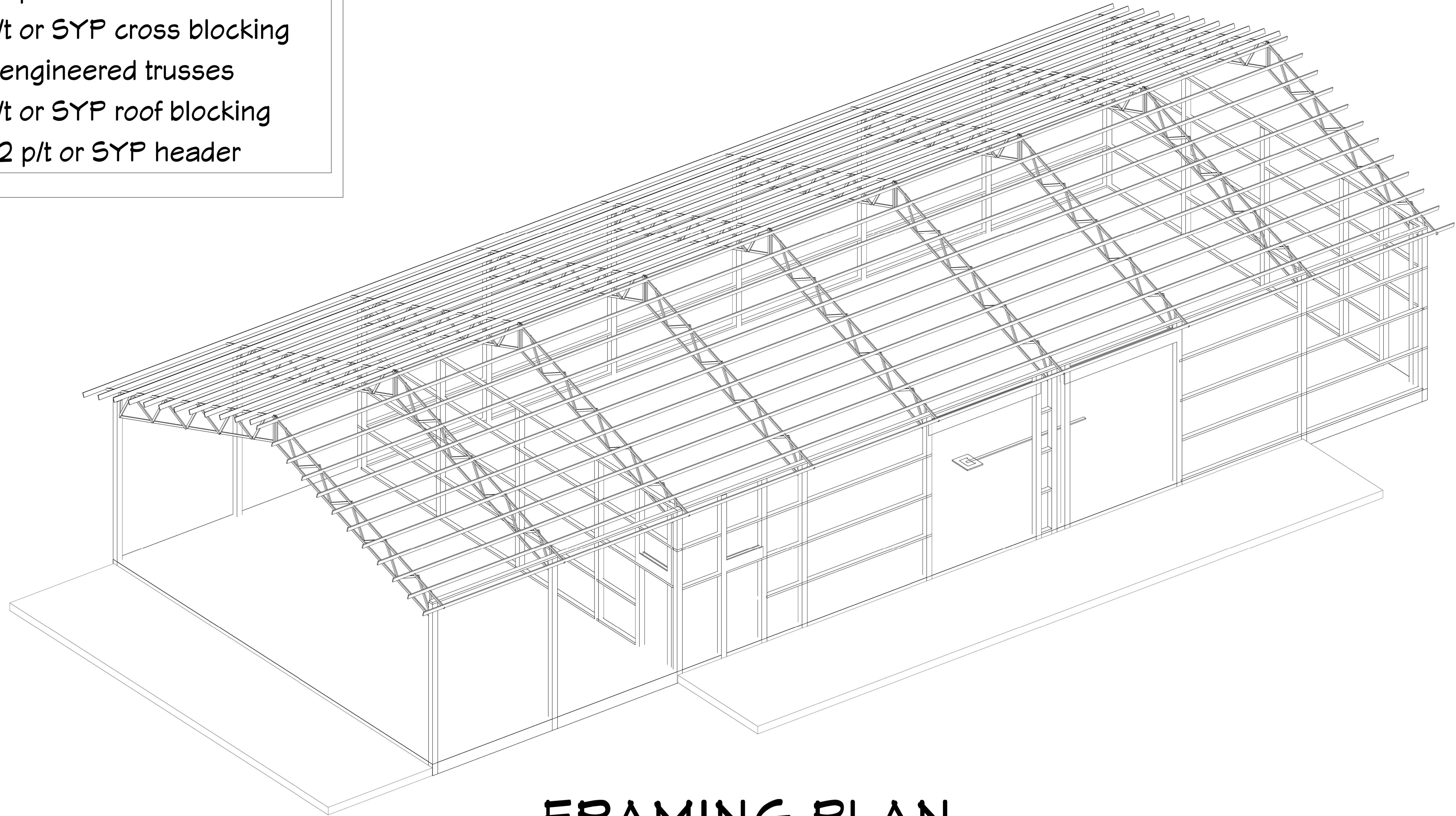
DATE:
7/22/2024

SCALE:

SHEET:
A-3

FRAMING NOTES:

Floor to be 6" +/- 2500 or better
6x6 p/t post
2x6 p/t or SYP cross blocking
Steel engineered trusses
2x6 p/t or SYP roof blocking
2-2x12 p/t or SYP header



FRAMING PLAN

SCALE 1"=1'

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NO.	DESCRIPTION	BY	DATE

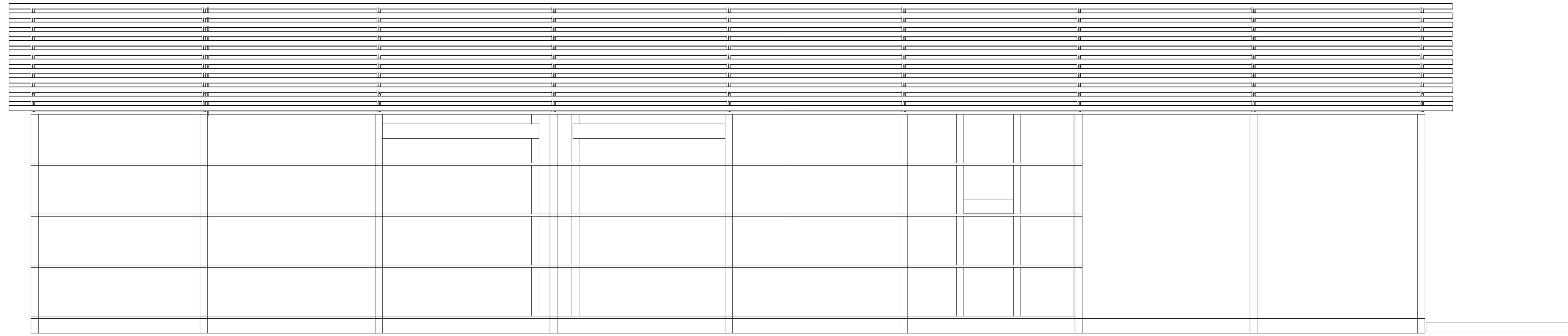
PROJECT DESCRIPTION:
Lake Lure1

DRAWINGS PROVIDED BY:

DATE:
7/22/2024

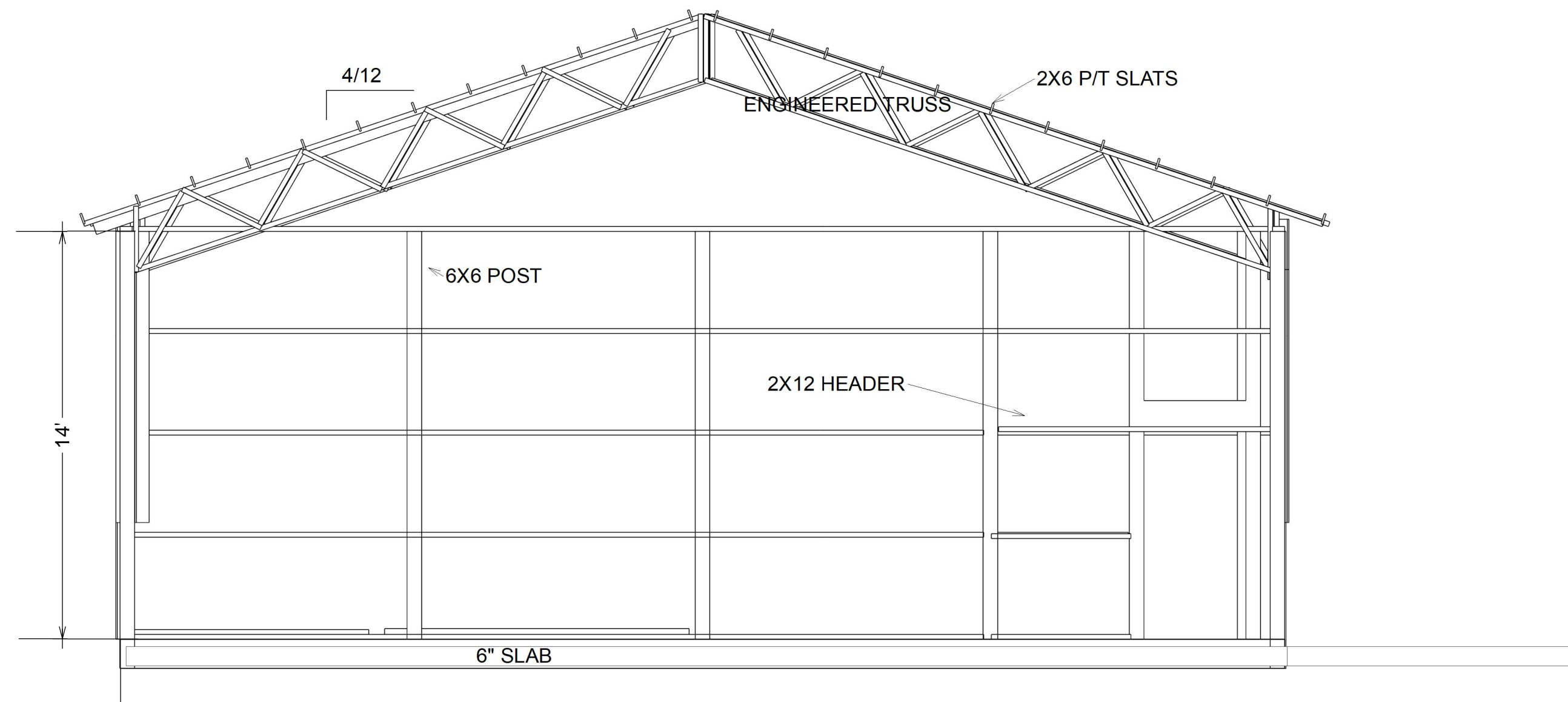
SCALE:

SHEET:
A-4



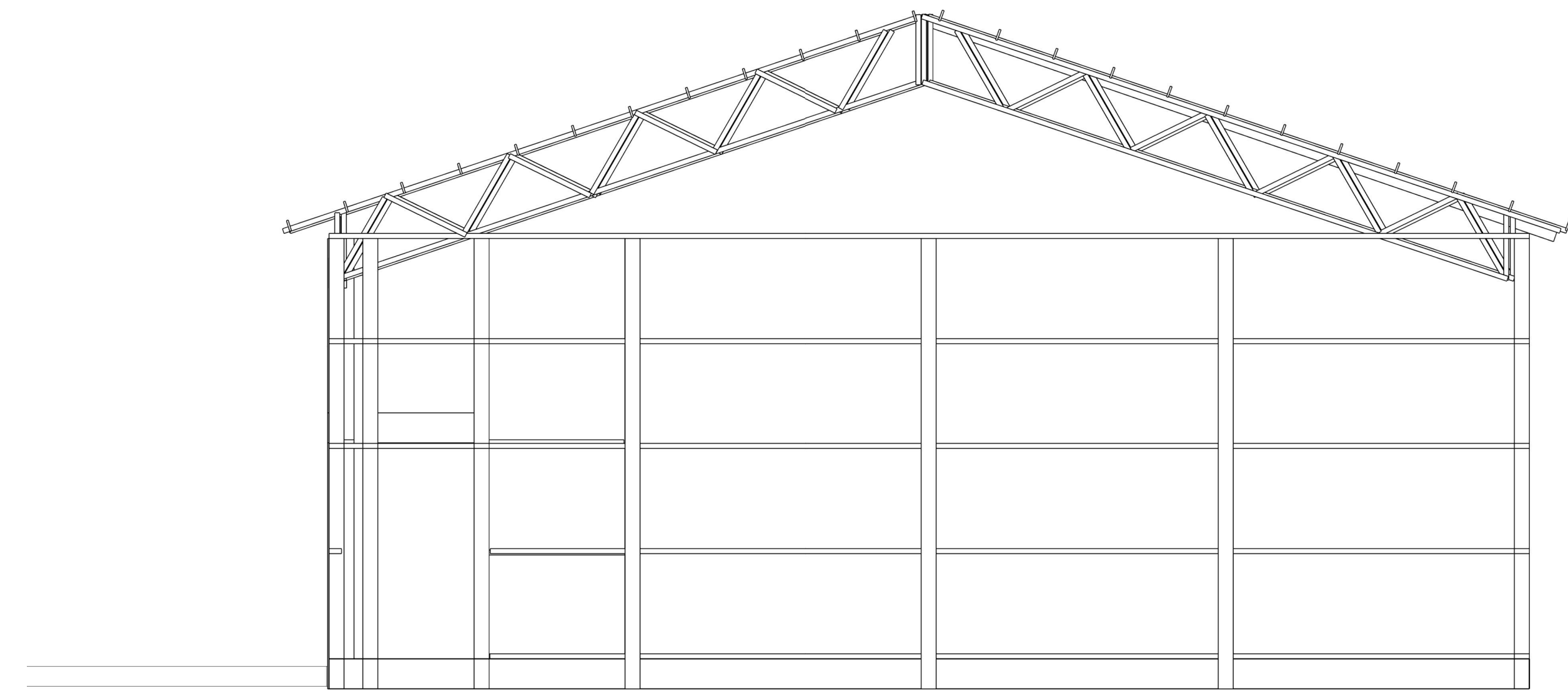
REAR ELEVATION

SCALE 1/4=1'



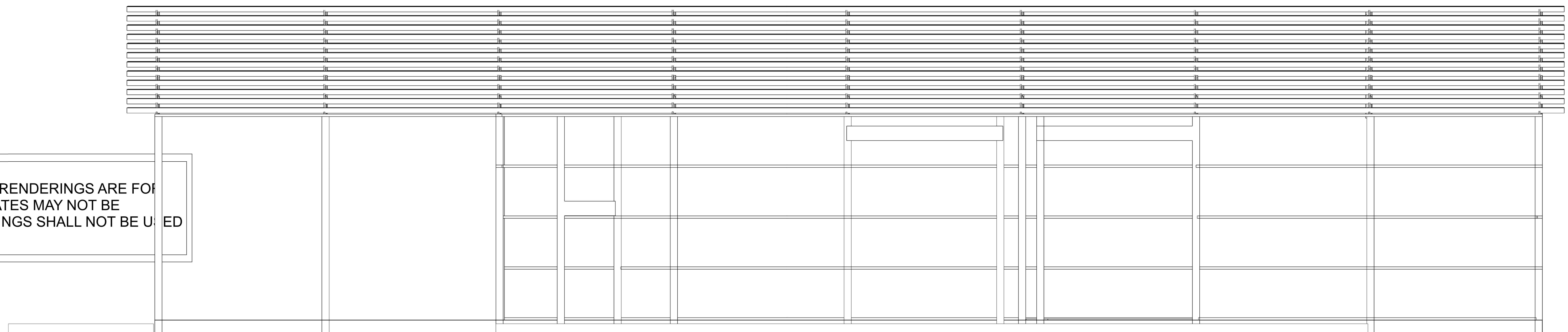
LEFT ELEVATION

SCALE 1/4=1'



RIGHT ELEVATION

SCALE 1/4=1'



FRONT ELEVATION

SCALE 1/4=1'

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NO.	DESCRIPTION	BY	DATE

PROJECT DESCRIPTION:
 Lake Lure1

DRAWINGS PROVIDED BY:

DATE:
 7/22/2024

SCALE:

SHEET:
A-5



Gregg S Bellini
227 Sugar Hollow Rd
Pigeon Forge Tn 37863

(828) 674-8974
Ecloghomes@yahoo.com

Invoice

Invoice No: 226
Date: 7/22/2024
Terms: Net 30
Due Date: 8/21/2024

Bill To:

LAKE LURE MUNICIPAL

Description	Hours	Rate	Amount
PLANS FOR LAKE LURE BUILDING 1-2	1.00	\$3,000.00	\$3,000.00

Total **\$3,000.00**

PLANT SCHEDULE							
SYMBOL	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	CALIPER	REMARKS
TREES							
	13	Acer rubrum 'October Glory'	October Glory Red Maple	14'-16" HT.	B&B	3" Cal.	
	9	Cornus florida 'Cherokee Princess'	Cherokee Princess Dogwood	10-12' HT	B&B		
	10	Ilex x 'Nellie R. Stevens'	Nellie R. Stevens Holly	6'-8" HT	B&B		
	3	Quercus palustris	Pin Oak	14-16" HT	B&B	3" Cal.	
GROUND COVERS							
	24,107 sf	Lawn	Sod	SF	Sod		

SITE KEY

- SILT FENCE
- LIMIT OF DISTURBANCE
- SEPTIC LINE
- REPAIR SEPTIC LINE
- PROPERTY LINE
- WATER FLOW DIRECTION
- TREE PROTECTION FENCING
- MINOR CONTOUR LINE
- MAJOR CONTOUR LINE



KNIGHT Strategies
 Landscape Architecture | Design + Build
 196 Boll Road | Lake Lure, NC 28746 | (828) 450-2429
 www.knightstrategies.org

NOT FOR CONSTRUCTION

Town of Lake Lure

622 Memorial Highway
 Lake Lure, North Carolina

REVISIONS:

REVISION	DESCRIPTION	DATE

SHEET TITLE: **SITE & LANDSCAPE PLAN**

SHEET NUMBER: **L100**

PROJECT NUMBER: 24440
 DATE: November 08, 2024

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LAKE LURE FIRE DEPARTMENT

SCALE: 1" = 30'

196 Bolt Rd
Lake Lure, NC 28746
+18284502429
www.knightstrategies.org



Estimate

ADDRESS

Lake Lure Public Works
Facility

ESTIMATE # 1214

DATE 09/12/2024

ACTIVITY	SERVICE	AMOUNT
Landscape Plan	The Landscape Plan will include proposed driveways, parking, sidewalks, plantings, grass, mulch. The plan will include a Schedule indicating proposed plant material specifications. (24x36 Sheet)	4,200.00

Thank you for allowing us to submit this estimate for your consideration. We bring creativity, enthusiasm and passion to each of our designs and would love opportunity to enhance your outdoor living experience!

TOTAL

\$4,200.00

Accepted By

Accepted Date

ESTIMATE

July 24, 2024
Estimate # 60

Gregg S Bellini
(DBA Emmanuel Contractors)
425 Crest Road
East Flat Rock NC 28726
NC Lic # 48608

Ecloghomes@yahoo.com

(828) 674-8974

To: Lake Lure Municipal
Att: Dean Lindsey
2948 Memorial Highway
Lake lure, NC 28746

Lake lure municipal PW Green Space Project

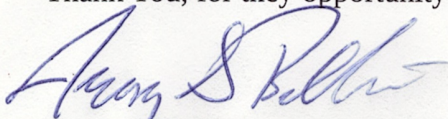
This estimate is for budget purposes only, exact specifications and detail to follow once budget has been approved and contract ready.

Price to construct building per plans
Provided. Will include all electrical/ HVAC/ plumbing/ septic to be a usable building at completion. Price is to construct on site ready property, any elevation change up or down will be priced additional and can be bid out if deemed necessary.
Price \$432,383.00

Price to construct storage building per plans provided. Will be concrete inside building footprint only sidewalls will be 12 ft high. Price is for site ready property same as above.
Price \$97,400.00

If any questions that pertain to your project please let us know

Thank You, for they opportunity


Gregg S. Bellini

Top Quality Construction1214 N. Catherine St.
Walhalla SC 29691**Proposal****Proposal Date:** 3/6/2025**Proposal #:** 754**Bill To:**Lake Lure
Dean Lindsey
2948 Memorial Hwy.
Lake Lure, NC 28746

Description	Rate	Total
Estimate only for construction of the PW Green Space building based on 40'x96' plans drawn by EC drafting. Does not include any site work or grading in preparation for construction. Site work may be included at additional costs if necessary. This estimate to include all Plumbing, electrical, HVAC and septic system to be a turn key building ready for operation at completion.	513,152.14	513,152.14
This estimate is for budget purposes only. Exact specifications of lighting fixtures, plumbing fixtures, hardware etc., will be in detail at time of contract signing.	0.00	0.00
Thank you for choosing Top Quality Construction!	Total	\$513,152.14

Phone:
(864) 723-2637

E-mail
topqualityconstruction1@yahoo.com

each bid to determine whether it has facial deficiencies that preclude it from being examined further.

9. Award

Bids shall be awarded in accordance with North Carolina General Statutes § 143-129(b) to the lowest responsive, responsible bidder taking into consideration quality, performance, and the time specified in the proposal for the performance of the contract.

b. Informal Bids

An informal bidding process will be used for the following:

- Construction or repair contracts estimated from \$30,000 to \$499,999
- Purchases of supplies, materials, and equipment estimated from \$30,000 to \$89,999

While informal bids are acceptable at these thresholds, departments may also choose to use a formal process if desired. If the estimated total dollar amount of an informal purchase is over \$80,000 for purchases of goods or over \$450,000 for construction or repair contracts, then it is recommended to use a formal bid process to prevent rebidding if all quotes received are over the formal threshold.

NCGS § 143-131 does not specify any methods for securing informal bids, however it does require awards be made to the lowest responsible bidder taking into consideration quality, performance, and the time specified in the bids for the performance of the contract. Methods of receiving quotes are at the discretion of the Finance Officer or the requesting department designee.

State and Town policy require the following for all informal bids:

- Written documentation of contacting more than one vendor to support the competitive process.
- All verbal pricing or quotes must be documented in writing.
- The record of bids shall not be subject to public inspection until the contract is awarded.

c. Bid Specifications

When using a formal or informal bidding process, specifications must be prepared. All specifications should do at least the following:

1. Identify minimum requirements;
2. Encourage competitive bids;
3. Be capable of objective review;
4. Provide for an equitable award at the lowest possible cost;
5. Identify factors to be used in evaluating bids.
6. Specifications will be as simple as possible while maintaining the degree of exactness required to prevent bidders from supplying substandard goods or services and otherwise taking advantage of their competitors.
7. All specifications utilizing a name brand must include the term "or substantially equivalent" to avoid being restrictive and eliminating fair competition from the bidding process.

Different methods of structuring specifications include:

- Qualified products on acceptable supplier list
- Specification by architectural or engineer drawings
- Specification by chemical analysis or physical properties
- Specification by performance, purpose or use
- Specification by identification with industry standards
- Specification by samples

V.
Capital Project
Ordinance Bridge Loan

LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: May 24, 2023

SUBJECT: Capital Project Ordinance No. __-__-__ for the water and waste-water system project related to the State's DWI Bridge Loan Offer.

AGENDA INFORMATION:

Item Number: V
Department: Water/Waste Water Systems/Finance
Contact: Stephen Ford, Finance Director and Olivia Stewman , Town Manager
Presenter: Stephen Ford, Finance Director and Olivia Stewman , Town Manager

BRIEF SUMMARY:

Ordinance No. 23-05-24 establishes a capital project fund for Water and Waste Water system project, as required to account for all debt proceeds used to finance capital projects. Town staff recommends that Council adopt Ordinance No. __-__-__ pursuant to G.S. 159-13.2. This capital project ordinance adheres to the requirement of the Bridge Loan Offer by the State's DWI Division.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To adopt Capital Project Ordinance No. __-__-__ for the Water and Waste Water System.

ATTACHMENTS:

Capital Project Ordinance No. __-__-__ for the water and waste water system project

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends adoption of Capital Project Ordinance No. __-__-__ for the Water and Waste Water System.

Capital Project Ordinance No. 25-____ - ____
Sewer & Wastewater Treatment System Repair or Replacement

Be it ORDAINED by the Town Council of the Town of Lake Lure, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the repair and replacement of Drinking Water and Waste Water Treatment Systems to be financed by the State of NC Bridge Loan Proceeds.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering	\$250,000
Construction -Rehab	\$2,500,000
Related Rehabilitation- Equipment	<u>\$500,000</u>
Total	<u>\$3,250,000</u>

Section 4: The following revenues are anticipated to be available to complete this project:

State Bridge Loan Proceeds	\$ 3,000,000 equal to reimbursable expenses
DWI Technical Assistance Grant	\$ 250,000
Total	\$ 3,250,000

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 5: Funds may be advanced from the General Fund for the purpose of making payments as due. Disbursement requests should be made to the grantor agency in an orderly and timely manner. Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this 26th day of March, 2025.

Kim Martin, Town Clerk

Mayor Carol C. Pritchett

VI.

**Resolution 25-03-26
Accepting State Bridge
Loan**

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: March 26, 2024**

SUBJECT: Resolution No. 25-03-26 Accepting Updated State Bridge Loan Offer to include an accompanying \$200,000 technical assistance grant to be used in conjunction with the bridge loan's purpose.

AGENDA INFORMATION:

Agenda Location: New Business

Item Number: J=

Department: Administration

Contact: Olivia Stewman, Town Manager

Presenter: **Olivia Stewman**, Town Manager (Support: Steve Ford, Finance Officer)

BRIEF SUMMARY:

Recently, Town staff received an email containing information related to an offer of \$200,000 in the form of a technical grant that can be used in conjunction with the bridge loan offer for water and waste water treatment systems. Originally, the Town was offered a \$3 million loan which was recently accepted by Council. Staff will work towards completing all additional requirements for accepting the loan and the grant, as updated.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To adopt Resolution No. _____ Accepting the State Technical Assistance Grant for \$200,000

ATTACHMENTS:

Resolution No. _____ accepting the State's Technical Assistance Grant Offer for \$200,000.

STAFF'S COMMENTS AND RECOMMENDATIONS:

Staff recommends adoption.

TOWN OF LAKE LURE

RESOLUTION TO ACCEPT NORTH CAROLINA (DEQ) Technical Assistance Grant

WHEREAS, the North Carolina General Assembly has enacted Session Law 2024-53 to assist eligible units of government in meeting their Hurricane Helene disaster-related water infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Emergency Bridge Loan in the amount of \$ 3,000,000 to repair a wastewater and/or drinking water system which the Town of Lake Lure intends to perform in accordance with the Terms of the Agreement with the NC Department of Environmental Quality, and

WHEREAS, the North Carolina Department of Environmental Quality in conjunction with the \$3,000,000 loan offer has also allotted a \$200,000 grant for technical assistance related to the project that the Town will be implementing. These additional technical assistance grants funds will be disbursed first to cover the Town's costs related to engineering assessment, planning and design for this project prior to the emergency loan funds.

NOW, THEREFORE, BE IT RESOLVED BY THE (GOVERNING BODY) OF THE (UNIT OF GOVERNMENT):

That the Town of Lake Lure does hereby accept the State Emergency –Technical Assistance Grant offer of \$200,000 to be used to implement the project funded by the \$3,000,000 loan offer, and

That the Town of Lake Lure does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to in the project's implementation as well as completion, and

That Olivia Stewman, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this 26^h Day of March 2025 at Lake Lure, North Carolina.

Signature of Olivia Stewman Town Manager, Town of Lake Lure

VII.

Storm Updates

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: March 26, 2025**

SUBJECT: Storm Recovery Updates

AGENDA INFORMATION:

Item Number: VII
Department: Administration
Contact: Olivia Stewman, Town Manager
Presenter: Olivia Stewman, Town Manager

BRIEF SUMMARY:

Town staff will provide updates related to storm recovery. Frequent updates can be accessed on the Town's website at <https://www.townoflakelure.com>.

VIII.
TOWN MANAGER'S
COMMUNICATIONS/
PROJECT UPDATE

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: March 26, 2025**

SUBJECT: Town Manager/Project Updates

AGENDA INFORMATION:

Item Number: VIII
Department: Administration
Contact: Olivia Stewman, Town Manager
Presenter: Olivia Stewman, Town Manager

BRIEF SUMMARY:

Town Manager Olivia Stewman will provide Council with project and any other updates that are not included on the meeting agenda. Council will also have the opportunity to ask any questions.

ATTACHMENT(S):

March Town Manager/Project Updates

**March Work Session and Action Meeting Town Manager/Project Updates
(Non Storm Related)**

Drain Valve Installation:

The drain valve wet testing will take place on March 27th. If all goes well, we can official consider the project completed. The wet testing will not be open to the public, but we hope to schedule a time to celebrate the completion of the project in the future.

Sewer/WWTP:

LaBella Associates is working on an updated design for the sewer replacement project. This is being done as expeditiously as possible, as damages were sustained to the system as a result of Helene and the Town would like to coordinate the sewer project in alignment with the subsurface debris removal project being completed by the Army Corp of Engineers (USACE). The design will be complete in phases and it is currently underway for Sunset Cove, Tryon Bay, and Snug Harbor. Further, McKim and Creed are working with the Town and LaBella to obtain sonar footage of the subaqueous lines to support our efforts to protect the existing lines while USACE completes the subsurface debris removal task. LaBella will also begin the final design for the replacement wastewater treatment plant when given authorization by the town.

Dam:

Schnabel Engineering is currently completing boring samples related to the replacement dam. We continue to seek funding for the replacement dam as necessary measures are taken to upkeep the existing dam in the interim.

Morse Park:

We are working diligently to open a portion of Morse Park to the public. The Public Works crew has been doing a fantastic job at beautifying this portion of the property. We also plan to begin the installation of a playground being donated by KaBoom beginning in June. The Morse Park Master Plan design was put on hold following Helene, but we are looking at continuing this effort at a later date.

Workforce Housing:

The Town continues to work with Odom Engineering and Gateway Foundation to design and obtaining funding via Dogwood for workforce housing. There is currently no update as to when Dogwood's grant cycle will open, but we believe that we will be ready to proceed when the application is available.

IX

PUBLIC COMMENT

The public is invited to speak. Please keep comments limited to three minutes or less. Comments may also be submitted in writing to the Town Clerk, kmartin@townoflakelure.com, at least one hour prior to the meeting.

X

ADJOURNMENT