

**Town of Blowing Rock  
Town Council 2024 Annual Retreat  
January 29, 30, and 31, 2024**

The Town of Blowing Rock Town Council met for their annual retreat on Monday, January 29, 2024 at 8:30 a.m. at the American Legion, Blowing Rock, North Carolina. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Also present were Interim Town Manager Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Interim Planning Director Brian Johnson, Police Chief Aaron Miller, Police Captain Nathan Kirk, Fire Chief and Emergency Services Director Kent Graham, Finance Director Tasha Brown, Town Engineers Doug Chapman and Jared Wright, IT Director Thomas Steele and Town Clerk Hilari Hubner, who recorded the minutes.

**CALL TO ORDER**

Mayor Sellers called the meeting to order at 8:30 a.m. on Monday, January 29th and welcomed everyone. Mayor Pro-Tem Matheson made a motion to open the meeting, seconded by Council Member Harwood. Unanimously approved.

**Monday Items Discussed:**

- Departmental updates from; Landscaping, Police, Fire, Parks and Recreation, Public Works and IT.
- 2023-2024 Mid-Year Financial Update
- Debt and Bond Update
- Future Water/Sewer/Paving Bond

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

- Planning and Zoning Updates
- Blowing Rock Academy
- Public Safety – Green Hill Communications
- Blowing Rock TDA

At 3:00 p.m. Council recessed for the evening.

Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Also present were Interim Town Manager Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Interim Planning Director Brian Johnson, Police Chief Aaron Miller, Police Captain Nathan Kirk, Fire Chief and Emergency Services Director Kent Graham, Finance Director Tasha Brown, Town Engineers Doug Chapman

and Jared Wright, IT Director Thomas Steele and Town Clerk Hilari Hubner, who recorded the minutes.

### **Tuesday Items Discussed:**

- Engineering – McGill – sidewalk master plan/expansion, capital projects updates, water/sewer replacements and sewer expansion, water tank maintenance RFP/contract, water tank maintenance RFP/contract, Broyhill Lake spillway and stormwater fund implementation.

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

- Downtown Parking – paid parking next steps
- Parking Facility – future location
- Town Building Space – future needs

At 3:15 p.m. Council recessed for the evening.

On Wednesday, January 31, 2024, at 10:00 a.m., the meeting was reconvened. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Also present were Interim Town Manager Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Interim Planning Director Brian Johnson, Police Chief Aaron Miller, Police Captain Nathan Kirk, Fire Chief and Emergency Services Director Kent Graham, Finance Director Tasha Brown, Town Engineers Doug Chapman and Jared Wright, IT Director Thomas Steele and Town Clerk Hilari Hubner, who recorded the minutes.

### **Wednesday Items Discussed:**

- Salaries – Pay Study/Retention)
- Officer Retention
- Board Appointments
- Other Items – General Discussion

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

- Prioritization for 2024 – Timeline/Next Steps:
  1. Paid Parking – Target date April 2025/Parking Expansion - McGill
  2. Memorial Park – Phase II
  3. Mayview Lake Spillway
  4. Overall Employee Pay/Benefit Evaluation
  5. Town Website
  6. Tank Maintenance – RFP
  7. Storm Water Utility
  8. Cemetery – Section 8 Options

9. Sidewalk Master Plan

Staff to look into and come back to Council with a plan and cost estimates:

1. Davant Restrooms – Parks Recreation
2. Cybersecurity and employee training – IT
3. Downtown Land Use Code
4. Sewer Expansion
5. Town Space Needs

**EXECUTIVE SESSION**

NONE

**ADJOURN**

At 2:00 p.m. with no further business to discuss Council Member Pickett made a motion to adjourn, seconded by Council Member Harwood. Unanimously approved.

**MAYOR** \_\_\_\_\_ **ATTEST** \_\_\_\_\_

**Charlie Sellers, Mayor**

**Hilari Hubner, Town Clerk**