



## Minutes for July 11, 2018 Town of Webster Board Meeting

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The Board of Commissioners for the Town of Webster met for their regular monthly meeting at the Webster Town Hall, 1411 Webster Road, Webster, NC. Mayor Tracy Rodes called the meeting to order at 5:15 p.m.

**Members Present:** Mayor Tracy Rodes; Vice-Mayor LeighAnne Young; Commissioners Billie Jo Bryson, Allan Grant, Danell Moses, and Rick Fulton

**Members Absent:** none

**Others Present:** Will Morgan, Smith & Morgan Attorneys; Joyce Pope, Town Clerk.

### Approval of Agenda

The board reviewed the agenda. Mayor Rodes request the addition of item number 4 to new business: budget amendment for dues.

**MOTION:** Commissioner Moses moved to approve the agenda as amended. Commissioner Grant seconded. Motion carried.

### Approval of Minutes from June 6, 2018

The board reviewed the minutes from the June 6, 2018 Town meeting.

**MOTION:** Commissioner Fulton made a motion to approve the minutes. Commissioner Moses seconded. Motion carried.

### Informal Comments by Public

None

### Consent Agenda

Town Clerk / Finance Officer Joyce Pope presented the reconciliation report and budget report for period ended June 30, 2018.

The opening Town general fund balance was:	\$ 72,371.21
Deposits totaled:	\$ 10,715.63
Cleared checks and payments totaled:	\$ 3,915.69
Ending Town balance:	\$ 79,171.15
11-month CD balance:	\$ 25,205.84
48-month CD balance:	\$ 37,860.83

**MOTION:** Commissioner Moses made a motion to approve the consent agenda. Commissioner Grant seconded. Motion carried.

### Administrative Reports

The Mayor provided the following report:

- Miss Lucy's picnic was a success. The Historical Society sponsors the event and places an article/notice in The Sylva Herald. The Town supports the picnic by donating the fried chicken and the Mayor reads the Declaration of Independence. Although the Town posts the picnic on the Town's Facebook page, it was suggested that we create a Facebook "event" to invite more people. Next year, we could also send email invitations to residents and hopefully draw more newcomers. The Town Clerk will send an email invitation out the first week of June. Thanks to Billie Jo and LeighAnne for representing the Town at the picnic.
- Two vehicle accidents occurred in Town in the month of June. The Mayor has requested that NCDOT place a sign displaying the speed limit / current speed in Town as a safety measure.
- The Mayor contacted the Town resident about the rhododendron bush obstructing vision in the curve of Webster Road. The resident was provided with the ordinance and accompanying diagram. The resident will take care of trimming the bush.
- Rodes has spoken with Jackson County about erosion control and the set back of the property questioned in the last Town meeting. Mr. Jeleniewski assured the Mayor that a Certification of Occupancy will not be issued if the property is

not in compliance. Mr. Buchanan is working on the erosion control measures on the bank beside Buchanan Loop as weather permits.

- Verizon's representative handling the cell tower is in the process of being replaced. The process has been delayed as Verizon changes representatives.
- Commissioner Fulton donated four bookshelves to Town Hall. The Town is grateful for this donation.
- TWSA's budget for FY 2018-'19 increases usage rates by 2% but lowers System Development Fees (Impact Fees) for commercial entities in order to foster economic development. Residential System Development Fees will not change.
- The Town's website template has been changed and some of the broken document links have been reinstalled. Rodes stated that it would be helpful to have additional professional assistance to update the website to reflect Webster's current character, mission, vision, and to enter data to make it more functional as a reference for the public.

## Council Members' Reports

Vice-Mayor Young attended a Greenways Meeting last week. Planning is ongoing for additional greenways. Jackson County hopes to tie into greenway(s) that WCU has or proposes.

## New Business

1. **Budget Amendment for Liability Insurance.** The liability insurance bill came in at \$12.58 over the \$1200 allocated in the budget.  
*MOTION:* Commissioner Bryson made a motion to move \$12.58 from Miscellaneous to Liability Insurance. Moses seconded. Motion carried.
2. **Wayfinding Signage for Walkers and Cyclists.** Rodes and Young attended an informational meeting about wayfinding signage being planned by Jackson County. The signs will include wayfinding information and distances between points. The purpose of these signs is to encourage people to walk and bike. Fulton asked if locations have been disclosed for the signs. Young stated that the locations will be chosen in the near future. The Board would like to remain informed about the plans for the signs.
3. **Discuss Establishing Welcome Committee.** The Town would like to welcome new residents, but there does not seem to be a way to receive information on people moving into the community. Information on home sales is available in the newspaper, but there would not be a way to know about renters. The board was asked to think about how to accomplish welcoming new residents. The Town briefly discussed ordering coffee mugs with "We Love Webster" on them, or other welcome gifts.
4. **Budget Amendment for Dues.** Upon further discussion, it was determined that a budget amendment will not be needed to increase the allocation for past and current Historical Society dues.

## Old Business

1. **Set Date for Community Event in September.** The Board chose Wednesday, September 12th at the Jackson County Department on Aging from 5:30pm to 7:30pm with dinner served at 6:00pm. Catering must be provided by the facility. The Town Clerk will make the reservation and give information to the Mayor and Commissioner Young, who are helping to plan the event.
2. **Town Website: Input and Photos.** The board was asked to take a look at the new website and provide feedback. Town Clerk, Joyce Pope, changed the template, giving the site a different look.
3. **Apartment Rental candidate(s).** Two candidates to rent the apartment were presented to the board. The Town agreed to rent to the first person who responded and placed a deposit.
4. **Historical Society Donations.** The Town would like to donate funds to the Jackson County Historical Society and the Webster Historical Society. These donations have traditionally been made; however, none have occurred in the recent past.  
*MOTION:* Commissioner Fulton made a motion that the Town of Webster donate \$10 each to the Jackson County Historical Society and the Webster Historical Society for the current year, and \$30 to each in back dues. Grant seconded. Motion carried.

## Adjournment

Commissioner Fulton made a motion to adjourn. The meeting adjourned at 6:15 pm.

## Reminders

The next Town Board Meeting will be held at Webster Town Hall on August 1, 2018 at 5:15 pm.

**Attested:**

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Tracy Rodes, Mayor

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Joyce Pope, Town Clerk