

TOWN OF WEBSTER

Minutes for Board meeting held Wednesday, January 3, 2018



The Board of Commissioners for the Town of Webster met for their regular monthly meeting at the Webster Town Hall, 1411 Webster Road. Mayor Tracy Rodes called the meeting to order at 5:16 p.m.

Members present: Tracy Rodes, Mayor; Commissioners Billie Jo Bryson, Allan Grant, Danell Moses, and Rick Fulton.

Members absent: Leigh Anne Young

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

Call to Order

The meeting was called to order at 5:16 p.m.

Approval of Agenda

The board reviewed the agenda.

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

Approval of Minutes from December 6, 2017

The board reviewed the minutes from the December meeting. It was noted that Commissioner Danell Moses was present for the meeting, so the draft minutes need to be amended to reflect her presence. Moses requested two typos to be corrected under Mayor’s Report. The word “Drive” should be capitalized, and the date “January 6th” should be changed to read “January 6, 2018.”

***MOTION:** Moses moved to accept the minutes as amended. Grant seconded. Motion passed.*

Informal Comments by Public - none

Consent Agenda

Joyce Pope presented the financial statement for the Town of Webster for month end December 2017. Expenses for the month of December totaled \$3,464.08 with income of \$8,403.43. The town account balances were:

12/31/17	Checking Account	\$ 75,976.65
	1-yr CD	\$ 25,154.36
	4-yr CD	\$ 37,644.36
	Total Town Funds:	\$138,775.37

***MOTION:** Commissioner Moses moved to accept the consent agenda. Grant seconded. Motion passed.*

Administrative Reports:

Mayor's Report

- Cell Tower: A meeting has been set with Jackson County on January 10, 2018 regarding the proposed cell tower. A balloon test is set for January 6, 2018 from 10am - 2pm. A brightly colored balloon will be deployed in the area that has been identified for the location of said cell tower. Once Verizon receives data back from the balloon test, more details will be available. Board members are invited to view the balloon test to determine the potential visual impact of the proposed cell tower.
- Landscaping: Mayor Rodes has spoken with Justin Woodard about roadside cleanup between the softball field and North River Road. His estimate is \$750-\$900. The chipper costs \$350 per day and is the most cost-effective means of clearing. The total estimate includes the cost of the chipper and dump fee. Fulton mentioned that there are trees in the way on South River Road. He will talk to NCDOT about that location and report back to the board at the next meeting. It was noted that Woodard is also responsible for cleaning the Town Hall parking lot of ice, snow, and debris after storms.

MOTION: Grant moved to amend the agenda to add landscaping project to old business number 7. Moses seconded. Motion passed.

- Jackson County Animal Shelter: Mayor Rodes shared information from the shelter with the Board. Animals taken in may be adopted, returned to owners, transferred, or in the case of an animal being 'unadoptable', are euthanized. In 2017, intake of dogs at the shelter was 506, of those 113 were adopted, 97 were returned to owners, and 263 (52%) were transported by volunteers to adoptable locations. Without these volunteer transfers, the mortality rate of dogs could have been 58%. Last year the shelter intake of cats was 470, of those 198 were adopted, 9 were returned to owners, and 111 (24%) were transferred out. Without volunteer transfers, the mortality rate for shelter cats could've been 56%. The staggering numbers of cats and dogs being taken in at the shelter show how important it is to have animals spayed and neutered, and also what a difference volunteers make. Any board member with interest is encouraged to volunteer with local animal support agencies, and/or share this information with others.
- Historical Society Christmas Eve event: Mayor Rodes attended this event and recommended it to the board as an enjoyable event.

Council Members' Reports

Commissioner Moses spoke with Dr. Tomas about the final draft of the community college sign to be placed on Highway 116. The sign will be 9" tall and comprised of two pillars of stone with a slab between. The foundation slab will have the SCC logo, the words "Southwestern Community College," and a bronze plaque noting the school's founding in 1964. SCC hopes to have the sign installed before the end of 2018.

New Business: none

Old Business:

1. **Project Ideas for Future Grant Opportunities**: Mayor Rodes asked for a wish list of ideas for which Webster would pursue a grant. Discussion included a community garden, landscaping/clearing on Webster Road, water fountain project, a bench offering a nice view of Webster, town website improvement, and a covered pavilion. These topics will be discussed more at the upcoming annual planning session.
2. **Schedule We Love Webster Event in April, 2018**. The Council on Aging has meeting space available in April. The cost is \$15 per hour (\$45 for 5pm - 8pm), plus a \$80 housekeeping fee. There is a refundable deposit of \$250. Catering and decorations would be additional. Catering

must be provided by John Faulk, the Department on Aging's chef. Moses suggested 4/11 with a snow date of 4/25. Board members were asked to each come up with questions to ask residents about town management and Webster's future.

3. **WCU Student Project Ideas:** website upgrade (SCC or WCU students); questionnaire for the We Love Webster event; land use planning, and ordinance review.
4. **Amend Budget to pay 2016-2017 Interlocal fee:** The Town of Webster owes Jackson County \$1000 for the 2016-2017 interlocal agreement fee. Because the county does not invoice the town, the clerk did not know to pay the fee.

MOTION: Commissioner Fulton made a motion to move \$1000 from Miscellaneous to the Interlocal Fee Line Item for a total of \$2000. Moses seconded. Motion passed.

5. **Discuss bank account opening for Capital Reserve Fund for Sidewalks.** Fulton moved that we table the Capital Reserve Fund discussion until the planning meeting so that we can start a new fiscal year with a separate fund, if the board determines one is needed.
6. **Final Approved Financial Audit FY 2016-17 (Bronwyn Burleson, CPA).** Each board member was given a copy of the finalized Financial Audit.
MOTION: Moses moved that the Town accept the 2017 Financial Audit. Fulton seconded. Motion passed.
7. **Landscaping project:** The bank along Webster Road between the softball field and North River Road is overgrown with brush and also has fallen timber. The property belongs to the county, but is also in NCDOT right of way, therefore, permission would need to be obtained from them before any clean up could be done. Rodes has already spoken with NCDOT and they have already cleared the portion of the property that obstructed road access visibility. Fulton expressed concern about the impact of this potential expense on the budgeted funds for Landscaping. The current budget is \$6000. Of that budget amount, \$4090, or 68%, has been spent. If this project is done, the town would be left with \$1000 to cover landscaping needs for the rest of the fiscal year. The board agreed to table this discussion so that Will Morgan can check with the county regarding permission to clear the area.

Adjournment

Moses moved to adjourn the meeting. The meeting was adjourned at 6:37pm.

Reminders: Next Meeting: Wednesday, February 7, 2018 at 5:15pm.

Tracy Rodes, Mayor

Joyce Pope, Town Clerk