



TOWN OF WEBSTER
July 7, 2021 Board Meeting Minutes

Members/Staff Present: Mayor Tracy Rodes; Commissioners Allen Davis, Kelly Donaldson, Allan Grant, and Danell Moses; Attorney Will Morgan

Members Absent: Commissioner Leigh Anne Young; Town Clerk Debbie Coffey

Public Present: Billie Jo Bryson; Planning Board Chair Eric Myers

BOARD OF COMMISSIONERS MEETING

The Webster Board of Commissioners met at the Webster Town Hall on July 7, 2021, at 5:15 p.m. for the regularly scheduled monthly board meeting.

Call to Order/Ethics Statement: Mayor Tracy Rodes called the meeting to order at 5:15 p.m. and read the Ethics Statement. No board member expressed any conflict of interest.

Approval of Agenda:

MOTION: Commissioner Grant moved to approve the agenda. Commissioner Davis seconded. Motion carried.

Approval of Minutes: The minutes of the June 2, 2021 Budget Public Hearing and Board Meeting were emailed prior to the meeting for review.

MOTION: Commissioner Davis moved to approve the minutes. Commissioner Donaldson seconded. Motion carried.

CONSENT AGENDA

Financial Report:

May financial statements were provided prior to the meeting. June transactions currently include income of \$15,073.80 and expenses of \$5,911.34. Current Account Balances as of Tuesday, July 6, 2021, are:

\$ 104,356.51 - Checking
\$ 85,494.54 - Elite Plus Money Market

MOTION: Commissioner Grant moved to approve the Consent Agenda. Commissioner Davis seconded. Motion carried.

ADMINISTRATIVE REPORTS

Mayor's Report:

- The Mayor has talked to Rusty Ellis, Jackson County Parks and Recreation Director, concerning county plans for park construction in Webster in the future and would like to ask him to attend a meeting at a later date to discuss this with the board. She also said she would like to invite County Commissioner Tom Stribling, representative for Webster, to the same meeting to make him aware of the park plans.
- The filing deadline for the mayor's seat and commissioners' seats held by Commissioners Grant, Moses, and Young is Friday at noon.
- The Jackson County TDA has a \$50,000 grant available for 'shovel ready' projects, however, the Town does not have a suitable project at this time.
- The Fourth of July Celebration in Sylva was very successful.



- TWSA waste water testing for COVID-19 is still below the level of detection. The testing will be adjusted to detect new strains of the virus.

Council Members' and Clerk's Reports: None.

OLD BUSINESS

- 1. Land Use Plan:** Planning Board Chair Eric Myers led the discussion of the Webster Land Use Plan, providing an overview of content and the process of developing the Plan. No formal action was taken by the board. The Plan will be posted on the website and hardcopies will be available at Town Hall prior to scheduling a Public Hearing before adoption. Mayor Rodes would like to have the document format revised to remove blank pages, and to include information about the Webster Cemetery in the Historical Section of the Plan. The Plan will be forwarded to Mike Poston and Rose Bauguess for review.
- 2. Ordinance Update:** Attorney Morgan outlined the need to change language within the Webster Zoning Ordinance and UDO adopted from the county to be compliant with NC GS 160D. He noted that Jackson County is on target to adopt 160D compliant ordinances in September. The majority of changes to the Webster Zoning Ordinance are textual in nature and based on terminology definitions outlined by the state. The Jackson County UDO has been changed since it was adopted by the Town. Mr. Morgan noted that his interpretation of changes made by the county extend further than textual changes. He recommended the Board of Commissioners review both the Zoning change recommendations and UDO changes. He would like to see the Town provide the recommended changes to the Planning Board in August, with the Planning Board making recommendations to the Board of Commissioners in September, with a Public Hearing prior to the October meeting for final adoption. Mr. Morgan noted that most municipalities are not in compliance with the July 1, 2021, deadline and are not concerned with repercussions from delaying the adoption of the changes. He also recommends special attention be paid to Articles 3 and 10 in the UDO. These sections outline permitting and civil fines for subdivisions.
- 3. Apartment Maintenance Update:** Michael Bonen-Clark signed a lease agreement with a one year term which began on July 1, 2021. Terms of the new agreement are rental fees of \$750 per month including utilities, with the tenant being responsible for his own internet service. Several maintenance items need to be addressed, including repairs to the kitchen sink and exterior door handle.

NEW BUSINESS

- 1. Budget Amendment # 2 for FY 2020-21:** The budget amendment is necessary to account for the Jackson County Municipal Grant income received after the June Board Meeting. Several expenses items were adjusted as needed. Adjustment totals for Income and Expenses were \$3,985. The final amended budget for fiscal year 2020-2021 was \$138,060.

MOTION: Commissioner Donaldson moved to approve Budget Amendment # 2. Commissioner Grant seconded. Motion carried.

- 2. Approval of Receipt of ARP Funds:** According to recent information from the NCLM and other sources, boards must approve the receipt of ARP funds. Approved use of funds are still fluid at this time and additional guidelines are forthcoming.

MOTION: Commissioner Moses moved to approve the receipt of ARP Funds. Commissioner Davis seconded. Motion carried.



- 3. Historic District Designation:** Anna Harkins is the new Planner for Jackson County and has a background in historic preservation. Mayor Rodes noted that historic district designations are defined on local, regional, state, and national levels. Ms. Harkins is working on new definitions and uses of local historic district designations within the county. This will give the opportunity for addition of more houses within the Town. Historic district designation may offer protection from proposed state legislation restricting municipal zoning for residential communities.

MOTION: Commissioner Donaldson moved to ask Anna Harkins to attend a future meeting to provide more detail on Historic District Designations. Commissioner Davis seconded. Motion carried.

- 4. Historic Society Appointments: Mark Stein and Janice Blanton:** Mayor Rodes has not been able to make contact with Mark Stein to determine if he would be interested in serving on the Webster and Jackson County Historical Society Board. Mayor Rodes also noted that Billie Jo Bryson's term has expired, and she needs to be reappointed.

MOTION: Commissioner Donaldson moved to appoint Billie Jo Bryson and Janice Blanton to the Webster Historic Society Board. Commissioner Davis seconded. Motion carried.

- 5. Meeting Format:** State guidelines for holding hybrid meetings during a declared state of emergency have changed. Mayor Rodes would prefer not to stream meetings, and regulations for hybrid meetings are unclear. Regulations are also different under a declared state of emergency. Commissioner Moses suggested continuing to meet in person but have a notice posted requesting all persons who are not vaccinated to wear a mask.

ADJOURNMENT

MOTION: Commissioner Moses moved to adjourn. Commissioner Donaldson seconded. Motion carried. The meeting adjourned at 7:17 p.m.

Next Meeting: Wednesday, August 4, 2021 at 5:15 p.m. in person at Town Hall

Tracy Rodes, Mayor

Debbie Coffey, Town Clerk