



TOWN OF WEBSTER
March 2, 2022 Board Meeting Minutes

The Webster Board of Commissioners met via Zoom on Wednesday, March 2, 2022, at 5:15 p.m. for the regularly scheduled monthly board meeting.

Members/Staff Present: Mayor Tracy Rodes; Vice Mayor Leigh Anne Young, Commissioners Dale Collins, Allen Davis, Kelly Donaldson, Danell Moses; Town Clerk Debbie Coffey; Town Attorney Will Morgan

Absent: None

Public Present: Brandon Core

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.

BOARD OF COMMISSIONERS MEETING

Approval of Agenda:

MOTION: Commissioner Collins moved to approve the agenda. Commissioner Moses seconded. Motion carried.

Approval of Minutes: The minutes of the February 2, 2022, Board Meeting were emailed prior to the meeting for review.

MOTION: Commissioner Moses moved to approve the minutes. Commissioner Young seconded. Motion carried.

CONSENT AGENDA

Financial Report:

December financial statements were provided prior to the meeting. February transactions currently include income of \$10,698.34 and expenses of \$25,278.62. Account balances as of today are:

\$212,011.02 - Elite Checking
\$ 85,523.01 - Elite Plus Money Market

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

ADMINISTRATIVE REPORTS

Mayor's Report:

- Deputy Josh Yopp issued 7 citations for January, and 6 warnings and one speeding citation in February. Deputy Matt Hawkins issued 3 warnings and one speeding citation for January. His report for February was not available at this time.
- Three benches and three picnic tables have been ordered from Park Warehouse for the Jackson County Municipal Grant. The expected shipping date is June 16, 2022.
- Mayor Rodes has had several email conversations with members of NC DOT and Major Shannon Queen to get the digital speed sign installed on Webster Road.



Commissioner Collins reported that the speed limit and pedestrian crossing signs were relocated today to allow for the mandatory 7-foot clearance. Commissioner Donaldson facilitated the order and delivery of Webster Historic Brochures that are available at the Chamber of Commerce and Visitor's Center.

- All Planning Board members who assisted with the development of the Land Use Plan have been mailed certificates of appreciation for their dedicated efforts.
- Elite Landscaping has notified Mayor Rodes that the price increase for 2022 is going to be \$45 per man hour. Mr. Woodard would also like a twelve month contract to ensure he can maintain a quality work crew that is not seasonal.
- Russ Harris of Southwestern Commission notified Mayor Rodes of several grant opportunities, however most have a very short turnaround-time, require matching funds, and are for projects that already have engineering studies available. One may be applicable to the restoration of flood and erosion damage to Mill Creek. Mayor Rodes will share the information with board members via email.

Council Members' and Clerk's Report

- Commissioner Young reported that the Planning Board would like to review potential projects suggested in the Land Use Plan to provide vetting and feasibility for grants that may become available in the future. This would allow such projects to be preemptive and not reactive as opportunities present themselves. She noted that the Planning Board would also like to have a more active role in the budget process to prioritize future land use projects.
- Commissioner Young has been working with Attorney Will Morgan to update ordinances on the website to reflect a clean copy of amendments that have been adopted. They are currently working on the Jackson County UDO adopted by the town.
- Commissioner Donaldson said Chamber employees are participating in the Trout Unlimited Cleanup on River Road tomorrow at 2:00 p.m. Anyone who would like to volunteer is welcome to meet at the CJ Harris launch site at that time.

OLD BUSINESS

- 1. ARPA Funding:** The first reporting period ends on March 31, with filing due on April 30, 2022. It was the consensus of the board to invite a representative from the Southwestern Commission to address the board about potential collaborative projects and additional funding and grants that may be available to capitalize on the town's available funds of \$73,125.
- 2. Jackson County Municipal Grant:** Discussed during Mayor's Report.
- 3. Town Hall Repairs:** An estimate of \$985 was received from Birds Eye Handyman Service to install braces between the floor joists to strengthen the apartment floor. The joist spacing does not meet current building code requirements, but based on Mr. Sharrett's inspection does not pose a safety risk. The repairs would be completed by accessing the floor joists from the conference room and would not brace the entire length of the kitchen and dining room. Without the bracing the linoleum will continue to crack and could allow moisture to damage the subflooring. Commissioner Young noted that Mr. Sharrett is very professional and keeps his work area clean. The



estimate does not include the cost of new floor covering once the bracing has been installed. Mayor Rodes will contact Mr. Sharrett for additional clarification on how much space will be braced at this price and if repairs will be compliant with current building codes.

4. **Webster Historical Society Appointments:** Brandon Core has volunteered to serve in this capacity to revitalize the historical society. This group serves to preserve artifacts and oral history of the Town.

MOTION: Commissioner Collins moved to appoint Brandon Core to serve on the Webster Historical Society. Commissioner Young seconded. Motion carried.

5. **Jackson County Historical Appointment:** The Jackson County Historical Commission meets on the third Tuesday of each month, and is transitioning to focus on historic preservation of homes and buildings within the county. Mr. Core expressed his interest to serve as the representative for Webster on the Commission and was unanimously appointed by the Town Board..

MOTION: Commissioner Young moved to appoint Brandon Core to serve on the Jackson County Historic Commission. Commissioner Donaldson seconded. Motion carried.

6. **Meeting Format:** The annual work session was tentatively scheduled for March 18 at 1:00 p.m. It was the consensus of the board to meet in-person for the annual planning session. The meeting will be held at Town Hall and lunch will be provided.

NEW BUSINESS

1. **Appointment to the Board of the Southwestern NC HOME Consortium:** Each entity has been asked to appoint a member to serve on the Board of Directors of the Consortium. Commissioner Moses has agreed to represent Webster and was appointed.

MOTION: Commissioner Young moved to appoint Danell Moses to serve on the Board of Directors of the Southwestern NC HOME Consortium. Commissioner Collins seconded. Motion carried.

ADJOURNMENT

MOTION: Commissioner Moses moved to adjourn. Motion carried. The meeting adjourned at 6:50 p.m.

Next Meeting: Annual Work session, March 18, 2022 at 1411 Webster Road in Town Hall beginning at 1:00 p.m.

April 6, 2022, at 5:15 p.m. at Webster Town Hall.

Tracy Rodes, Mayor

Debbie Coffey, Town Clerk