

**TOWN OF WEBSTER**  
**September 6, 2023 Board Meeting Minutes**



The Webster Board of Commissioners met at the Webster Town Hall, located at 1411 Webster Rd., Webster, on Wednesday, September 6, 2023, 5:30 p.m. for the September Commissioners Meeting.

**Members/Staff Present:** Mayor Tracy Rodes, Vice Mayor Leigh Anne Young; Commissioners Dale Collins, Danell Moses and Allen Davis; Town Attorney Will Morgan and Town Clerk Stephanie Gibson.

**Absent:** Commissioner Brandon Core

**Public Present:** Chris Cox and Sara Stalman, Planning Board Chair

**Call to Order/Ethics Statement:** Mayor Tracy Rodes called the meeting to order at 5:30 p.m. and read the Ethics Statement. No board member expressed any conflict of interest.

**Approval of Agenda:**

*MOTION: Commissioner Moses moved to approve the agenda, Vice Mayor Leigh Anne Young seconded. Motion carried.*

**Approval of Minutes:** The minutes for August 2, 2023, and August 25, 2023 Planning Meeting, were emailed prior to the meeting for review.

*MOTION: Vice Mayor Leigh Anne Young moved to approve the minutes of August 2, 2023, and August 25, 2023, Commissioner Davis seconded. Motion carried unanimously.*

*PUBLIC COMMENT*

---

None.

*CONSENT AGENDA*

---

**Financial Report:** Financial statements for August were emailed prior to the meeting for review. August transactions currently include income of \$9,498.23 and expenses of \$5,016.26. ARPA funds remaining as of August 31, 2023, are \$13,480.14. Account balances as of August 31 are:

\$ 80,655.48 - First Bank Business Essentials

\$ 303,893.65 - First Bank Money Market

*MOTION: Commissioner Moses moved to approve the Consent Agenda. Vice Mayor Young seconded. Motion carried unanimously.*

*OLD BUSINESS*

---

**1. STR Recommendations:** Planning Board Chair, Sara Stalman, presented a draft Short-Term Rental (STR) Ordinance that the Planning Board has been working on. Sara shared that Town Attorney Will Morgan, and John Jeleniewski, with Jackson County Planning had attended a recent Planning Board meeting. She noted that they discussed the STR recommendations and had reviewed accessory buildings vs. accessory dwellings. Stahlman said that currently, there is a one acre minimum for an accessory building to be permissible and a two acre minimum is required for a second structure to be on the land. Sara said that the proposed draft ordinance would not permit entire dwellings to be used as short term rentals in the future. The properties that currently operate as STRs, would be grandfathered-in until the property changed ownership. Short term

rentals are permitted if the owners of the property live on-site. By definition, a dwelling is required to have an area to cook, sleep and a bathroom.

There was additional Board discussion about whether the draft STR ordinance would apply only to the Residential (R1), or also include the Business (B1) and Governmental (G1) Zones. Although it is possible to create an additional zone that allows STRs or other density housing, the Planning Board has not recommended any zoning changes at this time.

Commissioner Davis had a question about the rental house that he lives in. Davis asked if he purchased the property, would the house and the accessory building on site both be grandfathered-in? Sara answered, not unless he was the current owner prior to the ordinance being adopted.

*Consensus of the board was to move forward with the Planning Board's STR recommendations, send them to John Jeleniewski with Jackson County Planning for review and input, approve any changes at the next board meeting, and then schedule a public hearing for community input.*

**2. County Grant: Project Ideas** Mayor Rodes asked the Board to be thinking of projects for grant ideas for the upcoming JC Municipal grant, and any others. Mayor Rodes and Commissioners discussed a few possible ideas such as the Post Office bulletin board, storage for town maps and a potential food pantry. Consensus was to revisit at the October meeting and for members to bring project ideas for discussion.

**3. Webster Park Update:** Mayor Rodes emailed Rusty at JCPRD for a park update. He replied that he did not have an update on getting power to the shelter site yet. Rusty said that Doug Parker is scheduled to pour the shelter footings this week.

---

#### *NEW BUSINESS*

---

##### **1. Halloween:**

Mayor Rodes said that Julie Donaldson sent out the Halloween flier with the 2023 schedule for approval. Webster's trick-or-treating event is listed from 5:00 - 7:00 pm on Tuesday, Oct. 31. Rodes said that there needs to be two traffic patrolmen there, and she will contact the Sheriff's Office to request them. Vice Mayor Young said that she would post the Halloween flier on Facebook. Stephanie will need to purchase Halloween candy at Sams, about 5-6 large bags. Stephanie will check with Debbie about the amount purchased last year.

**2. Board of Adjustments:** Mayor Rodes said that there are at least two empty seats on Webster's BOA, and asked for recommendations for people who may be interested in serving. She is not sure whether the three alternate members are still available.

**3. Park Event:** The board discussed having a community park event and dedication for the new park pavilion but decided that they would not have time to plan an event in the fall. They will discuss holding a dedication for the park in the spring when the timeline for the construction is set.

---

#### *ADMINISTRATIVE REPORTS*

---

##### **Mayor's Report:**

- **2022-2023 Audit Preparation:** Debbie, Stephanie and I worked several hours last Saturday to prepare the financial documentation for the audit and files for the upcoming fiscal year.
- **Mowing:** Travis Painter left a note saying that he could mow around Buchanan Loop if the board wanted him to. Commissioners discussed the idea but felt that DOT should be called to address any maintenance issues since the property is in their right-of-way. Rodes did clear an overgrown speed limit sign near Hollywalk.
- **Traffic Update:** The Mayor confirmed that the August speed sign data reports were generated and emailed to the Board.

**Council Members’ and Clerk’s Report:**

**Traffic Safety Committee Report:** Commissioner Collins said that they did not meet last month but will meet in September. He noted that according to the Traffic reports on the timesheets, officers issued five citations in a two day period.

**Webster Town sign:** Vice Mayor Leigh Anne Young said she, Commissioners Davis, Core, and Collins met and looked at the Town sign and that it needs to be cleaned and have a fresh coat of paint. Vice Mayor Young said they would plan to meet before the next meeting and sand, clean and paint the sign.

**Pedestrian Crossing Signs:** Vice Mayor Young would like to see about purchasing some Pedestrian crossing signs for the town. She said that Smoky Mountain High School’s Cross Country Team is running through Webster during practice and she would like to have crosswalk signs to bring attention to the runners.

**Cell Tower update:** Vice Mayor Young said that she asked about the cell tower that is supposed to be installed near Southwestern Community College and was told that the permits are in place with Jackson County Planning but no updates are available about installation.

**Pressure Washing:** Mayor Rodes said that Town Hall needs to be cleaned and pressure washed, she said that she would ask Adrienne with Blue Ridge Premiere Property Management but would like to schedule someone as soon as possible.

*ADJOURNMENT*

*MOTION: Commissioner Moses moved to adjourn. The meeting adjourned at 6:40 p.m.*

**Next Meetings:** Regular Meeting: Wednesday October 4, 2023, at 5:30 pm, Webster Town Hall, 1411 Webster Rd.

-----  
Tracy Rodes, Mayor

-----  
Stephanie Gibson, Town Clerk