

**TOWN OF WEBSTER**  
**October 4, 2023 Board Meeting Minutes**



The Webster Board of Commissioners met at the Webster Town Hall, located at 1411 Webster Rd., Webster, on Wednesday, October 4, 2023, 5:30 p.m. for the October Commissioners Meeting.

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

**Absent:** Commissioner Dale Collins

**Public Present:**

**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 September 6, 2023 were emailed prior to the meeting for review.

*MOTION: Vice Mayor Leigh Anne Young moved to approve the minutes of September 6, 2023, and Commissioner Davis seconded. Motion carried unanimously.*

*PUBLIC COMMENT*

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None.

*CONSENT AGENDA*

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**Financial Report:** Financial statements for September were emailed prior to the meeting for review. September transactions currently include income of \$11,424.59 and expenses of \$4,653.91. ARPA funds remaining as of September 30, 2023, are \$10731.27. Account balances as of September 30 are:

\$88,324.38 - First Bank Business Essentials

\$304,681.43 - First Bank Money Market

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

*OLD BUSINESS*

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**1. STR Recommendations:** Mayor Rodes discussed the potential need to address non conforming properties. The board discussed the use of the term “exempt properties” and whether the STR regulations would apply in the ETJ area.

*Consensus of the board was for everyone, including Attorney Morgan, to re-read the proposed regulations to assure that the language is correct. Mayor Rodes said that she would speak with John Jeleniewski with Jackson County Planning for review and input, and discuss at the next board meeting, Vice Mayor Leigh Anne Young said that she would relay the information to the*

*Planning Board. Attorney Morgan said that he would speak with John about potential mailings to residents.*

**2. County Grant: Project Ideas** Mayor Rodes asked the Board about potential projects for the upcoming JC Municipal grant, and any others. Mayor Rodes and Commissioners discussed a few possible ideas such as a game night with a corn hole board, games, etc., purchasing a projector for movies, a golf cart, tent canopies, and portable tables. Commissioner Moses created a list of potential purchases if a grant(s) are awarded.

**3. Webster Entrance Sign:** Vice Mayor Young shared several quotes for multiple signs and new posts from Tyler with Signs and Designs. She said that the current sign is 39" x 49" and the new sign quoted would be 36" x 48" for the amount of \$1300.00. Young said that installation of two 4x4, 10' pressure-treated posts would be \$200. Tyler provided mockups of two styles of signs, one that is similar to the current signs, and an oval design. Mayor Young recommended having a design presented and going forward with ordering signs if the design is accepted. Commissioner Core said that he would be interested in keeping the sign near Ingles if the new sign matches. Adding a sign at the roundabout was also discussed as a possibility.

*MOTION: Vice Mayor Leigh Anne Young moved to pursue getting a new sign and asking Tyler to get a draft design to present at or before the next meeting similar to the current sign, and Commissioner Core seconded. Motion carried unanimously.*

**4. Pedestrian Crosswalk Signage:** Vice Mayor Young said that she had spoken with Chris Lee with NCDOT and he said that the signs could be installed but cannot block the site line. NCDOT requires a memorandum of agreement (MOA) for the encroachment of signs, noting that the signs belong to Webster and are Webster's responsibility. Vice Mayor Young provided that two yield signs would cost approximately \$800. She noted that the MOA would need to be completed and sent to Steve Buchanan with NCDOT. Commissioners also discussed the possibility of purchasing some street reflectors for increased visibility of the crosswalk. Commissioner Moses said that she would mention that idea to the Traffic Committee.

*MOTION: Vice Mayor Leigh Anne Young moved to purchase the pedestrian signs and submit an MOA to NCDOT, and Commissioner Core seconded. Motion carried unanimously.*

**5. 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 Sam's, about 5-6 large bags. Mayor Rodes said that set-up will need to be around 4:00pm.

**6. 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 said five members plus 3 alternates are needed, and that one member must be an ETJ resident.

## **Mayor's Report:**

- **SWC RPO TAC:** Mayor Rodes said that at the meeting held on 9-25, the P7 STIP was approved. A DOT representative gave a presentation on roundabouts. She and the board discussed possible signage for Webster's roundabout for a grant project.
- **SCC Fundraising Gala:** Mayor Rodes said the gala was fun and successful. Many state & local representatives attended.
- **Webster Park Update:** Mayor Rodes said that we are waiting on Public Works to set a meter base and once that is set, Duke will come in and trench the power from the pole behind the SWCD building. There is enough capacity to run electricity to the shelter and possibly also add some additional lighting at a later date, depending on what is figured out about the electrical that currently goes to SWCD's shed. Once the power is installed, construction of the shelter will begin and the concrete slab will be poured afterwards. Doug Parker has not specified the start date for constructing the shelter. He stated that he is behind on a few jobs. Mayor Rodes said that the board should probably discuss any potential additional work/upgrades. She shared that Rusty announced his retirement will be December 29th.
- **Cleaning and Foundation:** Mayor Rodes said that she has spoken with Adrienne who has been trying out some new housekeepers because the person she normally uses is swamped. She has a new person that is doing well and said they would meet at Town Hall and get a quote. Adrienne said that she would get the waterproofing people to Town Hall at the same time to look at the foundation issue. She said that she had a similar issue quoted and it came in at around \$5,000.
- **Traffic Update:** The Mayor confirmed that the September speed sign data reports were generated and emailed to the Board. Mayor Rodes shared that officer Yopp issued three speeding citations, and state citations for no license, for driving while license revoked, no insurance, and failing to register a vehicle.
- **Ballfield Lighting:** Mayor Rodes said that Dave Russell from The Sylva Herald and she have been corresponding about the fundraising letter that JCPS sent out to about 20 businesses and community members recently. He requested it from Dr. Ayers and shared. He asked if she was opposed, and she replied that she had not seen a schematic and that residents' concern would likely be how late games would be held. Our Noise Ordinance states 10pm-8am as quiet time. Webster does not currently have any lighting ordinances. This topic will be added to the November agenda for discussion.

## **Council Members' and Clerk's Report:**

**Traffic Safety Committee Report:** Commissioner Collins was absent.

**Planning Board:** Vice Mayor Leigh Anne Young said that the Planning Board looked at other areas STR regulations and will review the document again and speak with Jackson County Planning and Attorney Morgan.

**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 current schedule has an install date in February.

**Pressure Washing:** Mayor Rodes said that Town Hall is scheduled to be pressure washed in early next week, the cost will be \$450. Drew Pruitt will be doing the work.

*ADJOURNMENT*

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*MOTION: Commissioner Core moved to adjourn. The meeting adjourned at 7:50 p.m.*

**Next Meetings:** Regular Meeting: Wednesday November 1, 2023, at 5:30 pm, Webster Town Hall, 1411 Webster Rd.

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Tracy Rodes, Mayor

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Stephanie Gibson, Town Clerk