

TOWN OF WEBSTER
November 6, 2019 Board Meeting Minutes



The Board of Commissioners for the Town of Webster met for a social time to honor Billie Jo Bryson at 5:00 p.m., public hearing at 5:10 p.m., and regularly scheduled board meeting at Town Hall, 1411 Webster Road at 5:15 p.m.

Members/Staff Present: Mayor Tracy Rodes; Vice-Mayor Leigh Anne Young (arriving after roll call); Commissioners Billie Bryson, Kelly Donaldson, and Allan Grant; Town Attorney William Morgan; and Town Clerk Debbie Coffey

Members Absent: Commissioner Danelle Moses

Public Present: Louise Stephens, Janice Blanton, Dawn Neatherly, and Allen Davis

PUBLIC HEARING

Call to Order: Mayor Rodes called the Public Hearing to order at 5:25, noting that another Public Hearing is needed following review of the updated draft document. Attorney Morgan noted that the board can appoint someone to organize it in a manner to be codified with the current town code of ordinances once it is adopted. He also noted that other parts of the Unified Development Ordinance (UDO) will need to be adopted to clarify Article 4 of the county's UDO.

GENERAL MEETING

Call to Order/Ethics Statement: Mayor Tracy Rodes called the meeting to order at 5:35 p.m. and read the Ethics Statement. No board member expressed any conflict of interest.

Approval of Agenda:

MOTION: Commissioner Donaldson moved to approve the agenda. Commissioner Young seconded. Motion carried.

Approval of Minutes: The Minutes of the October 2, 2019 meeting were emailed prior to the meeting for review.

MOTION: Commissioner Grant moved to approve the October 2, 2019, Minutes. Commissioner Donaldson seconded. Motion carried.

Informal Comments by Public: None.

CONSENT AGENDA

Financial Report:

September Financial statements have been provided prior to the meeting. October transactions currently include income of \$2,357.53 and expenses of \$11,213.81. Current Account Balances as of today are:

\$ 51,257.75 - Checking
\$ 38,483.82 - Elite Plus Money Market
\$ 45,316.72 - 48 Month CD



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

ADMINISTRATIVE REPORTS

Mayor's Report:

- The Jackson County Municipal Grant was submitted on November 1st. The total estimates received at this time is \$6,489.49, with the maximum grant reimbursement being \$5,000. The two-fold project will provide hardwiring to the WWII Monument and flag, and provide improved signage and office space for the Jackson County Sheriff's Office Substation.
- Mayor Rodes has met with Duke Energy to complete a work order to add street light at the South River Road welcome sign.
- This month has seen several orders to lower the flag to half mast. Mayor Rodes would like someone to volunteer to help with raising and lowering the flag in the future. Another volunteer would be Webster Garden Club to keep flower beds and seasonal decor fresh.
- NC DOT has been contacted to trim overgrown shrubbery around 2 speed limit signs and to make repairs at the entrance of Hwy 116 and Buchanan Loop.
- The TWSA Board will begin the formal review of candidates for the Executive Director's position on November 12th. A new billing software will be implemented in the near future. A TWSA representative from Webster will need to be appointed during the organizational December meeting.
- September Zoning Permits were reviewed, with none being located within the town.
- County Planning Director Michael Poston reported to the clerk that Webster is not obligated to pay a \$1,000 annual fee for administration of the Interlocal Agreement (ILA).
- Mayor Rodes expressed appreciation to Faith Baptist Church for candy donations, and to Commissioner Grant and Michael Bonan-Clark for helping with Trick-or-Treat festivities on Halloween.
- Upcoming board training opportunities for UNC SOG's Essentials of Municipal Government will be held at Franklin's Town Hall on December 5 from 8 a.m.-5 p.m. and also on December 6 at the same time in Asheville.

Council Members' Reports:

Commissioner Young expressed her appreciation to Mayor Rodes and Commissioner Donaldson for expediting the final Jackson County Grant application. A ribbon cutting was held for the bike trail on the Jackson County Greenway. This is a wonderful addition to the Greenway for use by county residents. The Planning Board is pulling Land Use Plans (LUP) from similar small towns to use in drafting the LUP for Webster. The \$1,000 normally allocated for the Jackson County ILA may be reallocated for county planning assistance with Webster's LUP.

Commissioner Donaldson reported on his attendance of the BroadBand Summit. He noted that available technology varies across the board with the scope of available



services. He noted that Balsam West does not offer residential service and that Verizon is looking at providing 5G service in the next two to three years.

Clerk's Report:

The audit has been finished and Bronwyn Burleson will attend the December meeting. The clerk mitigated a plumbing issue with the apartment on November 5th.

NEW BUSINESS

1. Resolution of Appreciation of Service for Billie Bryson: Mayor Rodes read the Resolution of Appreciation of Service for Billie Bryson into the minutes.

MOTION: Commissioner Young moved to adopt the Resolution of Appreciation for Billie Bryson. Commissioner Donaldson seconded. Motion carried.

2. Resolution in Support of Center for Domestic Peace: Mayor Rodes read the Resolution of Support for the Center for Domestic Peace into the minutes.

MOTION: Commissioner Young moved to adopt the Resolution in Support for Domestic Peace. Commissioner Grant seconded. Motion carried.

OLD BUSINESS

1. Jackson County Subdivision Ordinance (UDO): Updated copies to include revisions suggested by the town attorney were provided to all board members. Revisions include recognition of the town as the authority and jurisdiction governing this ordinance. It also strikes language providing for Cluster Developments. A public hearing will be set for prior to the December meeting for public input.

2. Interlocal Agreement: A draft copy of the revised Interlocal Agreement will be uploaded to Google Docs for review by the board. Any suggested changes should be added for consideration. The original draft has been modified to reflect that the town has a Zoning Board of Adjustment serving independently of the Board of Commissioners.

3. Town Hall Sign: Commissioner Moses previously reported to Mayor Rodes that it would be the Spring semester before SCC could design and produce a new sign for Town Hall. Mayor Rodes noted that the supports on the existing awning limit the placement of a sign and may not be able to be moved.

4. Estimates for Hard-wiring at Monument: Additional estimates are needed for the trenching project. It may be possible to rent a trencher and have volunteers do the



trenching before the electrician runs the wiring. It was the consensus of the board to move forward with this project.

5. Streetlight at South Welcome Sign: The cost of the streetlight will be \$8.77 per month. This will provide additional security and improved sightlines at night in this area, as well as illuminate the welcome sign from above.

MOTION: Commissioner Grant moved to add a streetlight at the South River Road welcome sign. Commissioner Donaldson seconded. Motion carried.

ADJOURNMENT

MOTION: Commissioner Grant moved to adjourn. Motion carried. The meeting adjourned at 6:48 p.m.

Next Meeting:

Public Hearing for approval of the Subdivision Ordinance at 5:10 p.m.

Regular Board Meeting-December 4, 2019 at 5:15 p.m.

Tracy Rodes, Mayor

Debbie Coffey, Town Clerk