

TOWN OF WEBSTER
February 1, 2023 Board Meeting Minutes



The Webster Board of Commissioners met at the Webster Town Hall, located at 1411 Webster Rd., Webster, on Wednesday, February 1, 2023, 5:35 p.m. for a Public Hearing for the January Commissioners Meeting and a Joint meeting with the Planning Board.

Members/Staff Present: Mayor Tracy Rodes; Vice Mayor Leigh Anne Young; Commissioners Dale Collins, Allen Davis, Brandon Core; Town Clerk Debbie Coffey; Co-Clerk Stephanie Gibson; Town Attorney Will Morgan

Planning Board: Jenny Reisinger, Sara Stalman, Will Whitfield, Brandon McDevitt, Rachel Pollack, and Chris Cox (Alternate)

Absent: Danell Moses

BOARD OF COMMISSIONERS MEETING

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 Young moved to approve the agenda. Commissioner Collins seconded. Motion carried.

Approval of Minutes: The minutes of the January 4, 2023, meeting were emailed prior to the meeting for review.

MOTION: Commissioner Collins moved to approve the minutes of January 4, 2023, corrected to note that Traffic Committee meetings should be noticed on the town website and emailed to the Sunshine List. Commissioner Davis seconded. Motion carried unanimously.

PUBLIC COMMENT

None.

CONSENT AGENDA

Financial Report: Financial statements for December were emailed prior to the meeting for review. January transactions currently include income of \$ 47,187.02 and expenses of \$4,274.83. ARPA funds expended as of January 31, 2023, are forthcoming. Account balances as of today are:

\$ 295,459.76 - First Bank Business Essentials

\$ 85,547.65 - First Bank Money Market

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

NEW BUSINESS

- 1. Cleaning Service:** Mayor Rodes proposed hiring a cleaning service for Town Hall, she said it needs to be cleaned on a monthly basis. Commissioner Collins suggested hiring a property management company to take care of the cleaning and any maintenance needed. The consensus was to investigate property management companies and the associated costs.

- 2. Planning Board Appointment:** Professor Chris Cox has expressed interest in joining the planning board.

Motion: Commissioner Core made a motion to appoint professor Cox to the planning board as an alternate, Commissioner Young seconded. The motion was carried unanimously.

OLD BUSINESS

- 1. Balsam West:** Mayor Rodes asked the board which plan they would like to purchase from Balsam West.

Paperwork is in progress to get signed up for service. It will be at least a couple of months after the contract is submitted before it is installed. Mayor Rodes emailed the tenant to let him know that he will need to make his own arrangements for internet service. Consensus was to purchase the basic 100 mbps for \$157/month.

- 2. Webster Park Update:** Mayor Rodes shared that the cost estimate of the 26' x 40' "Savannah" model the board originally discussed had gone from \$19,000 to \$27,000 since October. Kelly Donaldson emailed a report on the Jackson County Parks and Recreation Advisory Board meeting and that unfortunately, Rusty was out sick, so there was no update from the JCPRD. The only update given was that Webster had agreed to add \$15,000 to the \$90,000 grant for a total of \$105,000. This information was reported incorrectly, as it was the JC Commissioners that had agreed to commit the additional \$15,000. The \$105,000 total is to cover a pavilion, concrete slab, picnic tables, protective netting, and upgrades to parking and access for ADA compliance. Mayor Rodes noted that the Gothic Arch pavilion has an installation charge of \$74,000, the Open Truss option is \$68,000 to install, and the Savannah model is under \$60,000.

Commissioner Young mentioned a possibility of creating a pad as large as they wanted and Scaling back on the pavilion size. Commissioner Core agreed that it would be a better option to do smaller pavilions to accommodate large size groups. He suggested getting a quote for a larger footprint to compare options. Mayor Rodes said that a decision needed to be reached at the March 1 town meeting.

- 3. Traffic Report:** Speed data was emailed to the Board prior to the meeting. Mayor Rodes contacted the Sheriff's Department to inquire about the wreck at the roundabout, and requested a turn with the mobile digital speed trailer. She told them she planned to give Dale Collins (Traffic Chair) her login information so he can pull reports unless she hears otherwise from them. Mayor Rodes noted that the traffic patrols have worked in Town fewer hours recently due to department short staffing. Josh Yopps' 12/22 timesheet was not received because it's on his car's computer, which is in the shop. He didn't work in Jan. We did receive Matt Hawkins' Dec. timesheet for 7 hours, but not for Jan. No citations were written. Mayor Rodes also spoke to Lt. Watson, who has been relieved of his administrative duties & is now on patrol, and with officer Yopp. Both of them reported the accident at the roundabout was alcohol related with no fatalities.

Our new contact is Scotty Holder in the Patrol/Detective Division. His email address is srholder@jacksonnc.org Curtis Lambert is in Operations/SRO/Training and can be reached at calambert@jacksonnc.org

ADMINISTRATIVE REPORTS

Mayor's Report:

Policies:

Mayor Rodes shared that there was a new leak in the conference room back wall. Ward Plumbing completed the repair which was at the connection for the apartment refrigerator ice maker. Some of our upstairs plumbing lines are old and need to be replaced with PEX.

Rodes noted that Town Hall has odd jobs that need to be done such as replacing ceiling tiles, sealing the leak in the basement, replacing a door knob, purchasing and installing a dehumidifier in the basement, and hauling off old chairs and defunct equipment, etc. Robin Sharrett was contacted to go over some needed repairs, but his schedule is full. Mayor Rodes asked for recommendations for a handyperson, or if anyone would like to volunteer an hour or two. The Board may want to consider hiring a property manager since we currently need foundation work, 6 windows replaced, and a new roof in the next few years. Mayor Rodes shared that Ward's Plumbing came and worked on the HVAC on January 11, the technician took photos of his work to send to the inspector. We got confirmation that the HVAC passed inspection. The Duke rebate wasn't approved and has been resubmitted.

Mayor Rodes shared that she purchased ceiling paint, drop cloths, traps, sealant, and exit signs for all exterior doors per code. After extinguishers are serviced, she will schedule a fire inspection. Mayor Rodes painted the ceiling tiles, set traps, and plugged a small hole in the basement door, as well as cleaned, and reorganized the office & conference room.

Mayor Rodes arranged for Autumn Woodard to come clean the basement and foyer stairs (\$200), and was pleased with her work.

Rodes noted other volunteer opportunities, including flag duty and making occasional social media posts.

Commissioner Collins: provided the following report:

- A few outfitters are looking to begin guided "cast and blast" events on the Tuckasegee and Collins would like for the Town to have an ordinance in place to prevent this type of activity in Webster. Commissioners agreed.
- TDA did not meet in January
- There is continued development along South River Road
- Town of Webster Sign at South River Road is becoming overgrown.

Collins recently attended a school board meeting and said that there is an interest in making Fairview a middle school only and to split the enrollment of elementary students between Cullowhee Valley and Scott's Creek Schools.

Council Members' and Clerk's Report:

Commissioner Young shared that she represented Webster with the NCLM's annual legislative goals. Young submitted 10 goals as priorities, such as affordable housing, broadband, and foundation grants.



Commissioner Young reported that the Planning Board had a productive meeting, and that they are still working on a short term rental ordinance.

Traffic Committee Report: Commissioner Collins had previously been provided the speed data and reported that the committee has reviewed it. Officers were appointed at their meeting on 1/10. Dale Collins was appointed as Chair, Brandon Core as Vice Chair, and Danell Moses as Secretary.

- The committee is working to collect as much data as possible before beginning to determine action items to present to the board.
- Committee agreed that if one change could improve the data by 20% it would be worth it.
- Next traffic meeting was set for 2/8

JOINT MEETING WITH THE PLANNING BOARD 6:00 PM

Everyone introduced themselves and gave a short overview of where they came from and what brought them to Webster.

1. Land Use Goals: Commissioner Collins said he would like to talk with the Town of Sylva about their ordinances, especially concerning the density of housing.

2. Budget Priorities:

Commissioner Young provided colored stickers to Commissioners and Planning Board members to rate their top budgetary priorities for the year. The top area of concern was addressing traffic and safety issues. Commissioner Davis asked if it would be possible to set aside funds for the traffic committee. Mayor Rodes said that she thinks funds would be available unless a really large project was proposed. An additional digital speed sign may be something the Town could obtain through a grant from the Governor's Highway Safety Program, however access to the speed sign data via an *All Traffic Solutions* subscription costs approximately \$1500 per year.

Another top area of concern was short term rentals which are being evaluated. Planning Board members communicated that the need for legal input may increase in the coming year and so should be considered during budget planning. There was discussion about the need for trash receptacles along the river, or at least at the river access areas. Various potential projects included in the Land Use Plan were revisited and briefly discussed. Commissioner Young said that she would compile the responses from both boards' members and share the results via email.

3. Potential Grants: Commissioner Young indicated that she will continue researching potential grant opportunities.

4. Firearms Ordinance: After a brief discussion, the commissioners agreed to postpone discussion on this topic until the March meeting.

ADJOURNMENT

MOTION: Commissioner Core moved to adjourn. Motion carried. The meeting adjourned at 8:10 p.m.

Next Meeting:

March 1, 2023, at 5:30 p.m.

Tracy Rodes, Mayor

Stephanie Gibson, Town Clerk