



## Minutes for August 1, 2018 Town of Webster Board Meeting

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The Board of Commissioners for the Town of Webster met for their regular monthly meeting at the Webster Town Hall, 1411 Webster Road. Mayor Tracy Rodes called the meeting to order at 5:16 p.m.

Members Present: Mayor Tracy Rodes, Vice Mayor LeighAnne Young, Billie Jo Bryson, Allan Grant, Danell Moses, Rick Fulton

Others Present: Will Morgan, Smith & Morgan Attorneys; Joyce Pope, Town Clerk

### Approval of Agenda

**MOTION:** Commissioner Fulton made a motion to approve the agenda. Commissioner Grant seconded. Motion carried.

### Approval of Minutes from July 22, 2018

The board reviewed the minutes from the last meeting.

**MOTION:** Fulton made a motion to approve the minutes. Grant seconded. Motion carried.

### Informal Comments by Public - none

### Consent Agenda

Town Clerk Joyce Pope presented the July budget report and the July 2018 reconciliation report.

Checking Account Starting Balance:	\$ 79,171.15
Cleared transactions:	\$ 11,591.93
Deposits:	\$ 3,014.91
Checking Account Ending Balance:	\$ 70,594.13

**MOTION:** Grant made a motion to approve the financial reports as presented. Commissioner Bryson seconded. Motion carried.

### Administrative Reports

#### Mayor's Report

- **Meetings attended.** Mayor Rodes reported that she attended the Sylva Mayor's Meeting; two TWSA meetings; a Special RPO TAC meeting and conference call related to transportation priorities for 2018-2019; lease signing with the Town Hall apartment lessee; the SWC annual dinner; and the Balsam West Ribbon Cutting.
- **Carpet cleaning.** Carpet cleaning of the entire Town Hall building will take place on August 8th. Mr. Justice, owner of Justice Cleaning, will also take a look at the basement and advise on mitigation of dampness / humidity. Total carpet cleaning cost is \$265.
- **Town Landscaping.** Elite Landscaping worked more than usual in July to perform extra mowing, and spraying of kudzu, and that increase will be reflected in our next bill.
- **NCLM Advocacy Goals.** Rodes submitted goals the NCLM for increased funding for sidewalk maintenance and expansion projects (particularly since the Town does not qualify for Powell Bill Funds), and for continued advocacy for reliable and efficient broadband for unserved and underserved rural mountain areas.
- **Planning Board members needed.** One or two additional members are needed for the Planning Board, as well as a motivated Chairperson. Sara Stahlman has volunteered to be on the Planning Board.
- **Website.** Rodes asked for input on the website. The board members would like to see the board meeting information put on the website more quickly. The appearance of the website is generally good, but the logo shows up with a black background. Rodes

asked the board if they would be interested in hearing from someone who will work on updating & managing the website. Young said she would be interested in helping. When Rodes asked the board if they would like to invite Nathan Thornton to come speak about what his previous proposal covers, Moses said she would like to wait until after the Webster event in September to schedule a speaker. The board discussed the purpose of the website, such as showing the community, offering the ordinances and minutes, advertising events, etc.

The Town board would also like more communication about local happenings, such as the schedule for the Historical Society's Summer Evenings in Webster, to be posted on the website and on Facebook, but agreed that the Town's website announcements would continue to only promote those events that are held in town. Mayor Rodes also asked for volunteers from the board to help with monitoring and posting on the Town's Facebook page.

## Council Members' Reports

Young has a greenways meeting tomorrow night and will report to the board at the next town meeting.

## New Business

1. **Powerpoint Topics for Community Event:** Topics for inclusion were discussed and the board consensus was to have a subcommittee meeting to work on developing a survey questionnaire to be given to fill out residents prior to dinner. Sara and LeighAnne will meet one day this month to plan decorating, activities for the children that attend, and to begin to draft the resident questionnaire. Rodes and Pope will work on a Powerpoint presentation.
2. **Training in September.** NC State Institute for Emerging Issues is offering a meeting, "Reconnect to Community," to take place on September 17 in Asheville, at a cost of \$195.  
**MOTION:** Moses made a motion to fund attendance. Fulton seconded. Motion carried.

## Old Business

1. **NCDOT traffic calming sign.** Mayor Rodes spoke with the Sheriff's Department about placing a speed indicator digital sign in Webster. Jackson County's sign is currently in Cashiers. It will be moved to Webster soon, at no cost to the Town.
2. **Welcome Committee (Webster Mugs/Pens).** The board discussed purchasing. Commissioner Moses presented an idea for a door hanger and a minimal cost. The board agreed to look into that.  
**MOTION:** Fulton made a motion to order 150 white coffee mugs with the Webster logo on it. Moses seconded. Motion carried.
3. **Webster Community Event September 12, 5:30pm - 7:30 pm.** Ideas and photos are needed for a PowerPoint presentation. Topics for the PowerPoint include: events (Halloween, Miss Lucy's picnic, Summer Evenings in Webster); Town Government Chart (to include all boards and representatives); functions of government (infrastructure, fire protection, street lights, maintenance, apartment); opportunities to serve the town (serve on boards, committees, flag oversight, volunteerism, special projects); communication of State of Emergency; Financial Management. Commissioner Young met with resident Sara Stahlman, who is assisting with this event, and discussed various ideas: how land use plan should be worded; creating a survey, paper and/or on-line; mixed use potential; how to get more survey results from attendees; encourage families to attend, perhaps include a children's area in the event; and more. A planning meeting will be held in August.

## ADJOURNMENT

Commissioner Fulton made a motion to adjourn. Meeting adjourned at 6:36 pm.

### Reminders:

Next Town Council Meeting: Wednesday, September 5, 2018 at 5:15 pm

Attested:

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Mayor Tracy Rodes

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Town Clerk Joyce Pope