

TOWN OF WEBSTER

Minutes for October 3, 2018 Board Meeting



The Board of Commissioners for the Town of Webster met for a regularly scheduled meeting at Town Hall, 1411 Webster Road. Mayor Tracy Rodes called the meeting to order at 5:15 p.m.

MEMBERS PRESENT: Commissioner Billie Bryson, Commissioner Danell Moses, Commissioner Rick Fulton, Vice-Mayor Leigh Anne Young, and Mayor Tracy Rodes

MEMBERS ABSENT: Allen Grant

OTHERS PRESENT: Will Morgan, Smith & Morgan Law; Joyce Pope, Town Clerk; Kenneth Buchanan, Town Resident, and Louise Stephens, Property Owner.

GENERAL MEETING

Approval of Agenda

The planned guest speaker will not attend the meeting. An (a) was penciled in to the Motion to go into Closed Session. Under New Business Item 5, the words "Resolution to" were struck

MOTION: Commissioner Moses made a motion to approve the minutes as amended. Commissioner Young seconded. Motion carried.

Approval of Minutes

Minutes for the September council meeting were presented for review.

MOTION: Commissioner Fulton moved to approve minutes. Commissioner Young seconded. Motion carried.

Informal Comments by Public

Mr. Allan Davis and wife Dawn Netherly, who live on Webster Road, attended the 9/12 dinner and had made a suggestion about the curve of Webster Road. He wanted to repeat his suggestion made at the dinner to repair a hole near the road in the curve of Webster Road. He suggested improving drainage in the ditch and a little beautification of the corner, utilizing NCDOT to address the ditch. One option would be to place large stones between the road and the ditch to create a barrier to prevent people driving into the ditch, which would improve visibility and appearance. Mr. Davis offered to plant small decorative plants in the area and do the upkeep to keep the up appearance. Mr. Davis asked if he could present a drawing at the next Town meeting. Mayor Rodes said that she will check with DOT to see what they would be willing to address and if they would allow Mr. Davis' plan. Davis emphasized that he and his wife are looking to beautify the area, but they are also concerned about erosion. The board invited Mr. Davis to present his drawing(s) at the next Town meeting. Mayor Rodes thanked them for their comments.

CONSENT AGENDA

Financial Report

Joyce Pope presented the profit and loss report and the up-to-date budget report as of September 30, 2018:

Beginning town fund balance per August report:	\$	
Ending Checking Balance		70,929.45
Expenses		4,919.67
Income		11,247.12
Macon CD 11		25,301.31
Macon CD 48		37,970.73
Ending Town fund balance		\$134,201.49

MOTION: Commissioner Moses made a motion to approve the finance reports. Commissioner Young seconded. Motion passed.

ADMINISTRATIVE REPORTS



Mayor's Report

- **Cordoned off area on sidewalk along Webster Road.** Mayor Rodes has emailed TWSA, SCC, and SMHS several times about this area. The water tap project is under SCC's control and should be completed soon. Rodes posted a public service announcement on our Facebook page.
- **Upcoming Fundraiser for Domestic Peace:** The A percentage of meal dollars will be donated by participating businesses. A schedule was handed out.
- **Walk to School Day:** will take place at 6:45am on October 10 at Fairview school. Volunteers to represent Webster are needed.
- **WCU Homecoming Parade:** Friday, November 2 at 6:30pm in downtown Sylva. Mayor Rodes plans to represent the Town and hand out candy.
- **Planning Board meetings:** October 16, November 13, and December 4 at 5:30pm. Someone from the Town Board may attend as a liaison. Vice Mayor Young can attend on November 13 and December 4. Danell Moses will attend October 16.
- **ReConnect Training November 27.** Mayor Rodes will not be able to attend. Moses and Young will see if they can attend.
- **Email.** Town board members are asked to check their email regularly and respond as needed. Commissioner Bryson stated that right now she can receive texts but not emails.
- **Fall decorating outside Town Hall.** People are invited to decorate jack-o-lanterns and place outside of Town Hall.
- **New Flag needed at Veteran's Monument.** The Town will purchase a new flag.
- **Sandwich board.** A suggestion was made that the Town purchase a sandwich board to post Town events, special meeting notices, voting, etc. The board did not take action at this time.

Council Member's Reports

LeighAnne Young attends the monthly Greenway meetings. A wildflower id program is being created for the greenway. Currently the program is being implemented for the one-mile greenway. Young is also attending the Jackson County Citizen's Academy. At the latest academy gathering, the issue of a lack of housing was discussed. The Jackson County Board plans to create a housing committee to address the issue. Fulton mentioned that the county has over 500 jobs available and housing may be a component in the county not having enough housing.

Motion to go into Closed Session pursuant to G.S. 143-318.11(a) - 6 for the purpose of discussing employee matters.

MOTION: Commissioner Fulton made a motion to go into closed session at 6:03 pm. Commissioner Moses seconded. Motion carried.

Motion to return to Open Session: Commissioner Bryson made a motion to return to open session at 6:15pm. Commissioner Fulton seconded. Motion carried.

NEW BUSINESS

1. **Report on Upcoming Audit.** The audit will start tomorrow at 9am.
2. **Town Clerk Hours and Wages.** Fulton suggested that two people manage the process of placing advertising and interviewing, then report back to the full board. The board will work out the process.
3. **Policy on Tax-Funded Donations:** The board reviewed a suggested policy on requests for tax-funded donations. Webster has in the past supported non-profits that enhance the Town and its history, whether or not a donation was requested. The board debated whether a policy is needed, whether we should be making donations, and whether we should limit to whom we give. Rodes said the issue is having a uniform method for handling requests for donations, and whether the donation benefits town residents. Fulton suggested that the town design a procedure and not a policy. Rodes said that state law requires the Town to be able show how the donation benefited the Town. The board would like to consider this topic further. No action was taken.



4. **Register for NCLM Regional Roundtable in Sylva October 24 from 11:30am – 1pm.** The board was invited to attend. RSVP is required. Moses has registered.
5. **Adopt Ethics Policy Summary Statement to be Read at Town Meetings.** Mayor Rodes distributed a draft Ethics Policy for including ethics summary statement to be incorporated into agenda and read at Town Council Meetings.
MOTION: Moses made a motion that the Town include the ethics summary statement on Town agendas and that the summary be read at Town Meetings. Young seconded. Motion passed.
6. **Plan Town Halloween Event.** Halloween event is 5pm – 8pm on Wednesday, October 30. The Town typically has board members hand out candy on Halloween, working in shifts. The clerk purchases candy. A tent and tables will be placed outside. Tables will be provided for the Town, and two on each side for community members to use if they wish. Rodes will work 4:30 – 6:30pm; Moses will work 6:30 – 8:00 pm. An email should go to residents inviting them to participate. A Facebook notice will be added as well.

OLD BUSINESS

1. **Discussion on proposed zoning changes (R-2 District).** The board was asked if they have any questions or concerns. The planning board is addressing the issue, and the board will wait to hear from them. Rodes questioned if the group is asking for a map-text amendment, application for which requires the payment of a fee. Rodes would like this form added to the Town of Webster website.
Young made a motion to formally charge the planning board to investigate the creation of an additional zoning district (R-2). Fulton seconded.
2. **Review Resident survey results:** There were 64 respondents to the survey. Young presented the SurveyMonkey results to the board. Responses:
 - a. Majority of respondents receive news via Facebook, seconded by email. Suggestions on receiving news included Smoky Mountain News, Twitter, and letters. We also received email addresses we can add to the resident email list.
 - b. Opinions on residential development: most people said it is about right.
 - c. Housing options: majority preferred single-family homes.
 - d. Zoning to allow accessory dwellings: overwhelmingly yes responses.
 - e. Should the Town regulate short-term vacation rentals – tied yes/no.
 - f. 1-acre minimum lot size – should Webster change: majority voted no, but about 30% said yes. Respondents provided feedback on this issue (1 acre).
 - g. Should Webster's zoning regs offer housing opps for all income levels? Yes overwhelmingly.
 - h. Support allowing more businesses in Webster: tied.
 - i. Specific parts protected from dev/growth: yes. Farmland and open spaces, and 'downtown Webster' were notable exclusions from additional development.
 - j. Preserve open spaces: yes.
 - k. What places do you think are assets to the Town? Walkability, Halloween, river, trails, historic churches, Buchanan Loop, Post Office, trees; cemetery; main street of Webster;
 - l. Importance of: (1) preservation of open spaces
 - m. How you use Tuck: view, water sports
 - n. Transportation issues: traffic safety & speed; limited facilities for bicycles and pedestrians; too much traffic.
 - o. Where do you walk – Buchanan Loop, to P.O.
 - p. Importance of: availability of social & community activities – 1; 2 – access to public parks; 3-availablil all areas were considered important by respondents.
 - q. Support recreational activities: 1-family-friendly; 2-walking loops; 3-creating of road greenway or pedestrian/cyclist.
 - r. Cultural: offer more seasonal events and community activities almost tied with creating a community gathering space.



- s. Underground utility lines: almost 100% yes.
- t. Taxes: “just right”
- u. Paying higher taxes: Yes 46.88%. 12.5% - no. 29.69% – maybe depending on project.
- v. Challenges: 1- traffic; 2-unsightly or over development; 3-population overgrowth
- w. A good amount of comments were made by respondents, which the board reviewed.

3. **Reconnect NC Training Rescheduled for Tuesday, November 27.**

Next Meeting

The next Town of Webster Board Meeting will take place on Wednesday, November 7, 2018 at 5:15pm.

ADJOURNMENT:

MOTION: Commissioner Bryson motioned to adjourn. Commissioner Moses seconded. Motion passed. The meeting adjourned at 7:41 p.m.

SPECIAL MEETING:

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A special meeting was called by Mayor Rodes for both the Town Board and the Town Planning Board to tour the Hollywalk Subdivision on October 12, 2018 at 3:30pm for the purpose of gathering information about prospective land use.

MEMBERS PRESENT: Tracy Rodes, Mayor and Commissioners Danell Moses and Allan Grant.

OTHERS PRESENT: Planning Board members Eric Myers, Kelli Rhoads, Sara Stahlman and Walter Turner; Joan MacNeill, property developer; Jay Coward, Attorney; and Jim Hunter, Hollywalk property owner.

CALL TO ORDER: Planning Board Chairperson Kelli Rhoads called the meeting to order at 3:36pm. Members asked questions about road setback, septic system plans, building height, viewshed, and current compliance with ordinances. Board members then walked the property.

MOTION: Sara Stahlman made the motion to adjourn.

ADJOURNMENT: Meeting adjourned at 5:00 pm

NO ACTION TAKEN

Tracy Rodes, Mayor

Joyce Pope, Town Clerk