



TOWN OF WEBSTER
September 7, 2022 Board Meeting Minutes

The Webster Board of Commissioners met at the Webster Town Hall on Wednesday, September 7, 2022, at 5:15 p.m. for the monthly board meeting.

Members/Staff Present: Mayor Tracy Rodes; Vice Mayor Leigh Anne Young, Commissioners Dale Collins, Allen Davis, Kelly Donaldson, and Danell Moses; Town Clerk Debbie Coffey; Town Attorney Will Morgan

Absent: None

Public Present: None

Call to Order/Ethics Statement: Mayor Tracy Rodes called the meeting to order at 5:15 p.m. and read the Ethics Statement. No board member expressed any conflict of interest.

BOARD OF COMMISSIONERS MEETING

Approval of Agenda:

MOTION: Commissioner Young moved to approve the agenda, amended to include discussion of Agenda format, SOG Procedures Books, and Halloween. Commissioner Davis seconded. Motion carried.

Approval of Minutes: The minutes of the August 3, 2022, meeting were emailed prior to the meeting for review.

MOTION: Commissioner Collins moved to approve the minutes of August 3, 2022. Commissioner Moses seconded. Motion carried.

PUBLIC COMMENT

None.

CONSENT AGENDA

Financial Report: July financial statements were provided prior to the meeting. August transactions currently include income of \$41,767.87 and expenses of \$9,305.22. Account balances as of today are:

\$ 225,197.44- First Bank Business Essentials
\$ 85,536.89- First Bank Money Market

MOTION: Commissioner Davis moved to approve the Consent Agenda. Commissioner Moses seconded. Motion carried.

ADMINISTRATIVE REPORTS

Mayor's Report:

- Mayor Rodes reviewed reports from Officers Yopp and Hawkins that included 3 citations in July and a response to Vero Health.

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

- Commissioner Young has followed up with Julie Van Leuven regarding her comments to the board last month concerning the Great Blue Heron nests. Ms. Van Leuven has not received a response from the North Carolina State and Federal agencies she had contacted. She also stated that the Planning Board has started discussions related to Short Term Rentals.
- Commissioner Donaldson noted that the Jackson County Parks and Recreation Advisory Board meeting was canceled. He noted that that board is aware of the need for public restrooms at the ballpark and has that on their rader.

OLD BUSINESS

1. **Update on Community Picnic:** A draft budget of \$3,050 was presented to the board. Duke Energy will provide a \$1,500 donation and Civic Federal Credit Union will donate \$250.00 to offset cost. The committee has arranged for food trucks (Chili Chomper and Kona Ice) to provide food. The cost of tacos and icees are \$3.00 each. It was suggested to provide residents and community partners who RSVP with 3 tickets for a \$9.00 value. Additional attendees will also be able to purchase items directly from the vendors. A list for volunteers to assist with set up and clean up will be sent out this week. Other needs include additional trash cans and heavy duty bags.
2. **Halloween:** A brochure advertising community trick or treating in Dillsboro, Sylva, and Webster has been posted by the Chamber of Commerce. The event will take place on Monday, October 31st from 5:00 to 7:00 p.m. Mayor Rodes will begin setting up and Commissioner Moses will be available at 6:00 to finish and assist with cleanup.

NEW BUSINESS

1. **Update for Planning Board on Animal Control Ordinance:** Attorney Morgan provided NC Statutes pertaining to farm animals for Commissioner Young to distribute to the Planning Board for additional verbiage to consider when revising the Animal Control Ordinance. He will also review fines and leash lengths as governed by State law. Additional verbiage may be added in the future to address other details if a dog park is added to the Webster Park Project.
2. **Funding for Webster Park Project:** Commissioner Young has drafted a letter to Sen. Kevin Corbin to request funding for the park project. She has reached out to Rusty Ellis and will provide the letter to County Attorney Heather Baker for approval prior to mailing the letter.
3. **Agenda Format Review/UNC SOG Books:** Commissioner Moses proposed adjusting the agenda to streamline meetings. She would like to move Mayor's and Commissioners' reports to the end of the agenda, and have them provide emailed reports prior to meetings so Commissioners could have more time to read and absorb the information. There was discussion about whether to continue reading the Ethics Statement. Commissioner Moses also suggested ordering several copies of the UNC SOG publication *Suggested Rules of Procedure for Small Local Governments*. These could be made available for all newly elected officials and Planning Board members, with a few copies left in town hall for review.



ADJOURNMENT

MOTION: Commissioner Donaldson moved to adjourn. Motion carried. The meeting adjourned at 7:00 p.m.

Next Meeting:

October 5, 2022 at 5:15 p.m.

Tracy Rodes, Mayor

Debbie Coffey, Town Clerk