

## **Town of Lake Santeetlah**

### **Council Meeting Minutes**

**July 21, 2015**

Mayor Crabtree called the meeting to order at 10 AM. Councilmembers John Garland and Roger Carlton were both present for the meeting. Councilmembers Bob Allmond and Vice Mayor Guy Owen were not present for the meeting. Town Administrator Peggy Carver and Town Clerk Mandy Millsaps were also in attendance. There were eight Town residents present.

Mayor Crabtree called for a motion to approve the agenda. Roger Carlton made a motion to approve the agenda. John Garland seconded the motion. All others approved. The motion carried.

Mayor Crabtree called for a motion to approve the June 9, 2015 Special Meeting minutes. Roger Carlton made a motion to approve the June 9, 2015 Special Meeting minutes. John Garland seconded the motion. All others approved. The motion carried. Mayor Crabtree called for a motion to approve the June 16, 2015 Council Meeting minutes. John Garland made a motion to approve the June 16, 2015 Council Meeting minutes. Roger Carlton seconded the motion. All others approved. The motion carried.

Roger Carlton gave the financial report. Mr. Carlton stated that Town Administrator Peggy Carver is in the process of going over the budget and will be presenting the financial report during the Special Meeting Monday, July 27, 2015. Mr. Carlton stated that the Town has paid for storm cleanup and how we account for the expenditures and the recovery of costs needs to be worked out. Mr. Carlton stated that detailed records are being kept for all storm cleanup expenditures. Roger Carlton stated that Town Administrator Peggy Carver will have the financial report ready for Monday, July 7, 2015.

Mayor Crabtree stated that Public Works Technician Eric Hayes was not present due to on-going storm cleanup within the Town. The Public Works report was deferred. Discussion was held regarding the new Public Works truck and the need to transfer the snow plow and salter from the old to the new truck. Discussion was also held about having a spray bed liner and undercoating applied to the new truck. Roger Carlton stated that the total cost of the transfer of items from the old truck to the new truck and the cost of the bed liner and undercoating were included in the original loan from United Community Bank. Roger Carlton made a motion to allocate \$3000 for the transfer of items from the old to the new truck and undercoating and spray bed liner for the new truck. John Garland seconded the motion. All others approved. The motion carried.

Old Business Item #1: Nantahala Regional Library: Daphne Childress and Wanda Leatherwood. Nantahala Regional Library Finance Officer Wanda Leatherwood and Daphne Childress Director of the Nantahala Regional Library were both present for the meeting. Ms. Childress stated that she would like

for the Town Council to reconsider giving the Nantahala Regional Library the \$5,000 donation that the Town has given in prior years. The Council presented their concerns regarding the proposed use of the donation for employee health insurance. Discussion was also held regarding the large amount of money that the Nantahala Regional Library has in reserves and why that money is not being used for other needs within the library. The Council also expressed their concern regarding current employee behaviors within the Graham County Library. Mrs. Leatherwood and Ms. Childress explained to the Council that the large amount of money in reserves was due to money that was left to the NRL in a will and could not be used for the Graham County Library. Mrs. Leatherwood also stated that without the Town's donation either employee hours or book mobile time would be reduced in their budget. Councilmember Roger Carlton discussed the need for Director Daphne Childress to inform the Town of any action being taken to improve the current concern of employee behaviors and stressed the importance of taking action to prevent further problems with library employees. Roger Carlton made a motion to defer this item until the Special Meeting on July 29, 2015 so that all Councilmembers could be present for the final decision. John Garland seconded the motion. All others approved. The motion carried.

Old Business Item #2: EMS re-addressing. Misty Hembree and Shaun Garrison from the Graham County Emergency Services Department were present at the July 20, 2015 Planning Meeting and stated that the 911 re-addressing project for the Town is almost complete. Mrs. Hembree also stated that there will be a road naming meeting in August 2015 that will fully complete the process. Mrs. Hembree expressed the importance of Town residents verifying their new address by calling Emergency Services from their landline to ensure all information is correct. A drive off of Black Bear Trail will need to be named. After some discussion two name choices were suggested for this drive. Black Bear Court and Black Bear Way were the two selections. Councilmember Roger Carlton made a motion to accept the two road naming choices. John Garland seconded the motion. All others approved. The motion carried. Town Clerk will mail signature forms to Town residents on Black Bear Trail so that they may choose between the two suggestions.

Old Business Item #3: Rosado Follow-up: After some discussion it was determined to schedule a Land Use Workshop following either the August Planning Meeting or the August Regular Meeting.

Old Business Item #4: Draft Letter regarding Malibu Boats: Mayor Crabtree distributed a letter to be sent to Malibu Boats that expresses the concern of property damage to docks and sea walls due to the large wake of the Malibu boats. The Town Council agreed that the letter should be sent (Copy attached and made a part of these minutes). No vote was necessary.

New Business Item #1: Emergency Plan: Storm Debris: Raymond Williams with Williams Lawn Service stated that the roads within the Town are in the final stages of being cleared and will be finished soon. The Town Council discussed the need for any small debris be carried to the edge of the road for Raymond and his crew to properly dispose, Mr. Williams also expressed his concern that there are several private contractors who are completing work for property owners that were affected by the storm and that it is important for those contractors to take care of their own debris removal since they are being paid by the property owner and not the Town. The Council gave direction to Mr. Williams to

inform these contractors that they would need to take care of any debris removal associated with a privately paid service and not to bring their debris to the road edge. No vote was necessary.

New Business Item #2: Construction Bond Refund: Dana and Jackie Adams 410 Santeetlah Point. Mr. and Mrs. Adams have requested the refund of their construction bond. Members of the Town Council have visited this site and noted that there is still a lot of clean up to be done. Roger Carlton made a motion to defer this item until the next Council Meeting, and notify the Adams' that the debris needed to be removed. John Garland seconded the motion. All others approved. The motion carried.

New Business Item #3: Process to Sell Town Truck: Discussion was held on the process to sell the old Town Public Works truck. Raymond Williams was present for the meeting and expressed an interest in purchasing the truck. After some discussion Raymond offered \$500.00. The Town Council determined to defer the item until the transfer of the equipment to the new truck was completed.

New Business Item #4: Road Naming for Driveway on Black Bear: This item was discussed and voted on during the EMS re-addressing section of the Meeting.

New Business Item #5: Draft Policy for Public Comment: Councilmember Roger Carlton made a motion to defer this item until the August Council meeting. John Garland seconded the motion. All others approved. The motion carried.

New Business Item #6: Draft Policy for Public Records Request: Councilmember Roger Carlton made a motion to defer this item until the August Council meeting. John Garland seconded the motion. All others approved. The motion carried.

New Business Item #7: Cooperative Projects with the Thunderbird Project Owners Association (TPOA): Bill Piel representing the TPOA was present for the meeting. Mr. Piel addressed two projects that TPOA is interested in beginning in the near future. The first being a new sign for the entrance to the Town that would include a map of the roads within the Town that would provide direction to visitors. Mr. Piel stated that TPOA may have some money that they can contribute to this project but would like the Council's approval before moving forward. Mr. Piel also discussed the possibility of placing plant identification signs in certain areas of the Town. The Council expressed their support for these projects but would like to be involved in the design of the front entrance sign. Mr. Piel said he would come back with some options.

New Business Item #8: Building Application for Mary Williams: Mary Williams along with Jane and Gardner Jett who own property beside Mary Williams were present for the meeting. Ms. Williams would like to begin a remodeling project at her property. Mr. and Mrs. Jett do not approve of the remodeling due to concerns with set-back issues. After much discussion, Councilmember Roger Carlton suggested

that the two parties resolve the situation and bring their resolution to the Council when they had an agreement worked out.

New Business Item #9: Town Administrator position: Town Administrator Peggy Carver has given her notice with her last day being July 30, 2015. Mayor Crabtree stated that there will be a Special Meeting on July 27, 2015 to discuss a recently interviewed applicant for the position.

New Business Item #10: Absentee Voting: In order for cost information to be obtained this Item was deferred until the Special Meeting on Monday July 27, 2015.

New Business Item #11: Candidate Forum: Councilmember Roger Carlton suggested that it would be a good idea to have a Candidate Forum with a moderator sometime before the November election so that those running for Council will be able to answer questions from Town residents. Other members of the Council expressed their support for this forum. The date of the forum will be determined at a later time.

#### Discussion Items:

1. Occupancy Tax Update: Town Administrator Peggy Carver stated that this bill was ratified on June 22, 2015 and is awaiting the Governor's signature.
2. Update regarding Codification process: Town Clerk Miranda Millsaps stated that she had been notified that the Town should receive a draft of this project by late August or early September 2015.
3. Status Report ARC Sewer Study Quarterly Report: Town Administrator Peggy Carver stated that the quarterly report for the Sewer Study is due July 31, 2015.
4. Update on ARC Master Plan: Councilmember Roger Carlton stated that the ARC Downtown Master Plan pre application has been submitted and is awaiting a response as to whether or not the application from the Town of Lake Santeetlah has been accepted.
5. GIS Map Corrections: Town Administrator Peggy Carver Stated that Alan Carver is currently working on the GIS map corrections and that the final map will be ready soon.
6. Parking Variance Recording Status Report: Town Administrator Peggy Carver stated that she has sent eight parking variance forms to be signed and notarized. She stated that so far only two have been sent back. The Town Council gave direction to file the two with the Register of Deeds and to notify the six persons who had been granted variances that their variances would be cancelled if the required forms were not signed within thirty days.
7. Library boxes/possibly at Town Hall: A Town resident has expressed an interest in placing a Library box outside of Town hall for visitors who wish to check out books over the weekend. It was determined that Town Public Works Technician Eric Hayes could possibly build one of these boxes for Town Hall in the future when the time was available.

Announcements:

Special Council Meeting July 27, 2015 at 10:00am

Planning Meeting August 13, 2015 at 10:00am

Council Meeting August 18, 2015 at 10:00am

Mayor Crabtree called for a motion to adjourn the Council Meeting at 11:51am. John Garland made a motion to adjourn the Council Meeting. Roger Carlton seconded the motion. All others approved. The motion carried.

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Robert P. Crabtree, Mayor

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Miranda Millsaps, Town Clerk