

## **Town of Lake Santeetlah**

### **Council Meeting Minutes**

**February 9, 2018**

Mayor Jim Hager called the meeting to order at 10:00AM. Council Members Karen Anderson, Keith Predmore, Patrick O'Donovan and Bob Wehr were present for the meeting. Town Administrator Kim Matheson, Clerk Emily Hooper and Public Works Technician Eric Hayes were also present.

The first order of business was the approval of the agenda. There were no necessary additions or changes necessary. Councilman Keith Predmore made a motion to approve the agenda. Councilman Bob Wehr seconded. All others approved, the motion carried.

After review of the January 12, 2018 Council Meeting Minutes, there were no additions or changes necessary. Councilwoman Karen Anderson made a motion to approve the Council Meeting Minutes. Councilman Bob Wehr seconded. All others approved, the motion carried.

**Financial Report/Tax Report:** Town Administrator Kim Matheson explained that the balance sheet presented displayed the balances as of January 31, 2018. The general operating balance is \$103,997.80 and water operating \$20,272.85. The tax revenue from Graham County for January is \$21,654.68. The general account balance does not reflect this income. \$32,000 has been transferred from the general operating checking to the general reserve account. The balance in the general account does reflect the transfer.

The outgoing expenses from the water operating checking were increased this month due to a water main break on Thunderbird Trail. This major water break caused extensive damage to 480 Thunderbird Trail and has been turned in to the insurance company. The Town has ordered the materials to install a thrust block (as recommended by the insurance company) in the area to prevent this from occurring again in the future. There will be additional expense when this project is completed.

The Sales & Use Tax revenue continues to be more than the amount budgeted which increases the general operating checking balance. \$45,000.28 has been collected year to date and \$54,500 was the amount budgeted. The fiscal year is only half over so the budgeted amount will be surpassed.

Councilman Patrick O'Donovan approved the financial report as presented. Councilman Keith Predmore seconded, all others approved. The motion carried.

#### **Request for Public Comment:**

**Jack Gross:** Mr. Gross presented a 3000 watt inverter that he offered to sell to the Town for \$200.00. Gross used the charger in his workshop but no longer has a use for it. The inverter would power any tool used by Town Technician Eric Hayes. Hayes confirmed that the inverter would be useful. Hayes explained that the water leak repaired on Sunday February 4<sup>th</sup> near Town Hall would have been difficult to repair without the use of a power tool. The leak was close enough to Town Hall to use Town Hall electricity. If this leak occurred in another area the inverter would be very beneficial. The Council thanked Mr. Gross for the offer and instructed Town Technician Hayes to take the inverter and use it to be certain of function ability, once confirmed by Hayes a check will be issued to Mr. Gross.

#### **Old Business**

**#1 Cochran, Anderson, Mathews, McNally and McCoy Property on Santeetlah Trail/Appraisal Report:** The certified appraisal from Brian Farley was received and reviewed. Mayor Jim Hager spoke with Attorney Davis and followed her recommendation by meeting with Tax Assessor Erma Phillips to determine the fair market value price. Mayor Hager and Councilman Bob Wehr met with Phillips and determined that 15% of the appraised value

would be the minimum valued price. Prior to the March Council Meeting Mayor Hager, Attorney Davis and Town Administrator Kim Matheson will work together to compose a Resolution that will address easements and necessary repairs to the road in that area. The resolution will be sent to the Council for review prior to the March meeting. The homeowners will be presented with an offer to purchase after this process is complete.

**#2 Lakeside Guardrail Proposal – Stable Guy/Clean Cut Tree Service Estimate:** Both estimates have been received but the scope of work is different in the two estimates. Clean Cut tree service submitted a proposal shortly before the meeting. Each Councilmember received a copy at the meeting but had not reviewed the proposal prior to the meeting. The scope of work will be clearly defined and presented to the Stable Guy for an updated bid. Santeetlah Lakeside Developers will be notified of the project plan and funds will be requested or used from the road transfer to assist with the completion of the project.

### **New Business**

**#1 Town Technician Maintenance Report:** Eric Hayes has been busy insulating the water meters hoping to decrease those that are freezing and busting. Hayes placed a small piece of insulation inside each meter, and has only 10-15 meters left to insulate. The cost to complete the project was approximately \$200.00. During this process he discovered the large leak that was causing major water loss. The homeowner has been notified.

(As explained previously in the financial report) The water break that affected the Danforth's home on Thunderbird Trail has been turned in to the insurance company and repairs have started. The Town will install a thrust block as suggested by the insurance company to prevent this from occurring again.

After the water break at Thunderbird Trail Town Technician Eric Hayes, Mayor Jim Hager and Councilmember Bob Wehr have been working together to locate all the valves within the Town and determine which area of water is turned off by a specific valve. Hayes is marking the location of each valve on a Town Map.

Sunday, February 4<sup>th</sup> a water leak was reported by Randall Veal near Town Hall. Hayes was notified and was able to repair the leak with the assistance of Jack Gross.

**#2 Request from The Church Mouse for Donation/Volunteers:** The Church Mouse partnered with The Graham County Health Department and received a grant for \$100,000. The soup kitchen that once served many people within the County has closed and the need to feed those suffering from hunger or lack of funds to purchase food is still there. The grant will help fund a community garden. The Robbinsville High School Science class, Graham County Health Department, The Church Mouse and Community Volunteers will work together to raise the garden and donate the vegetables to those in need. Any extra produce will be sold and the funds received will be used to re-start the soup kitchen. Councilwoman Karen Anderson made a motion to donate \$500.00 at this time to the garden project. Councilman Patrick O'Donovan seconded. All others approved, the motion carried. The grant funds received will be used install a fence around the garden, build and purchase materials for raised bed gardens, gravel, seeds, and other gardening necessities. Any funds donated will be used for similar purchases or to assist in the re-establishment of the soup kitchen. Anyone interested in volunteering in this project will be greatly appreciated and should contact The Church Mouse.

**#3 FY2018-19 Fiscal Year Budget Preparation/Project Plans or Ideas:** Town Administrator Kim Matheson is in the early stages of Budget Preparation and asked that anyone who had projects in mind or necessary purchases that should be part of the upcoming budget notify her as soon as possible. Items of discussion were: the road repair which will be necessary on Thunderbird Trail due to the water leak.

Contract Water Operator Lamar Williams requested a communicator for approximately \$3,600.00. This would allow Williams to identify the level of water in the tank on Cheoah Trail from the Well House on Pine Ridge Rd. In the 2017-18 budget there was \$4,000.00 allotted for the replacement of a well casing pipe. The pipes are continuing to function properly at this time and if there is no need to replace this fiscal year that allotment could

be used for the communicator requested. The Council will continue to gather information to determine the need if the funds are available. The Water account funds remain low and the age of the water system continues to demand upgrades and replacements. In the next fiscal year the split between the general and water account may be readdressed to build the water fund reserves.

**#4 Ann B. Wyatt, 131 Island Drive, Purchase of Town Property abutting the 1817 Contour Line of Lake**

**Santeetlah:** Councilman Bob Wehr made a motion to approve the land transfer from the Town of Lake Santeetlah to Ann B. Wyatt as presented. Councilman Patrick O'Donovan seconded. All others approved. The motion passed.

**#5 Proposal to purchase UTV for Town Technician use:** The Town truck used by Technician Eric Hayes gets an average of nine – ten miles per gallon. New tires every nine months and the wear and tear on the truck going around Town in the summer months could be avoided by the purchase of a UTV. Town Technician Hayes confirmed that it would be convenient when making so many trips around Town. There is room in the garage for the vehicle. Accessories such as: wench, snowplow, heater, windows/doors could be added at a later date if desired.

- **Budget Amendment: \$8,000.00 for Roads & Grounds/Equipment:** Councilman Bob Wehr made a motion to approve the budget amendment for \$8,000.00 to purchase a UTV. The purchase cannot exceed \$8,000.00. Councilman Patrick O'Donovan seconded. All others approved. The motion carried.

**Announcements:**

Mayor Jim Hager announced that the next Council Meeting is March 9, 2018 at 10:00AM. Litigation Attorney Bill Brazil will be present at the March Council Meeting. The Council will go into Closed Session.

With no further business at this time Councilman Bob Wehr made a motion to adjourn the meeting. Councilman Patrick O'Donovan seconded, all others agreed. The motion carried. Mayor Jim Hager adjourned the meeting at 10:38AM.

**Meeting Adjourned**

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Jim Hager, Mayor

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Emily Hooper, Town Clerk

