

Town of Lake Santeetlah (The Town)

Council Meeting Minutes

Initial Draft Subject to Council Approval

March 12, 2020

Mayor Jim Hager called the meeting to order at 10:00AM. Councilmembers Keith Predmore, Roger Carlton, Craig Keith and Diana Simon were present for the meeting. Town Attorney Craig Justus, 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. Councilmember Carlton made a motion to add Public Comment to the agenda. Councilman Keith seconded. All others approved. The motion carried. Councilmember Predmore made a motion to approve the agenda as amended. Councilmember Keith seconded. All others approved. The motion carried.

After review of the February 11, 2020 Workshop Session Minutes there are no additions or changes necessary. Councilmember Carlton made a motion to approve the minutes as presented. Councilmember Predmore seconded. All others approved. The motion carried.

After review of the February 11, 2020 Council Meeting Minutes there are no additions or changes necessary. Councilmember Predmore made a motion to approve the minutes as presented. Councilmember Simon seconded. All others approved. The motion carried.

Financial Report/Tax Report: Town Administrator Matheson presented reports as of February 29, 2020. The general account balance is \$105,482.51; the water operating account balance is \$28,730.75. Tax collection for February was \$1,482.66. This is after the 10% collection fee of \$164.74 has been deducted. Councilmember Predmore made a motion to approve the financial report as presented. Councilmember Simon seconded, all others approved. The motion carried.

Request for Public Comment:

Jack Gross pointed out that the TOLS Building Application had been discussed in depth for a long period of time and he asked for clarification of what was allowed and what fee could be involved with the process.

Gross also pointed out that two Councilmembers currently serve on the TDA. These members along with Bill Piel are not associated with rental homes or the collection of tax according to Gross.

The danger trees within the Town could be removed by another contractor if Scott Kamps is unable to complete the job within the time frame needed. Other contractors would be willing to get the liability coverage needed to work for the Town if the job was large enough. Gross asked the Council to consider this if Kamps was too busy.

Gross explained a breakdown of the reserve account. \$32,000 for the last four years has been transferred to the reserves designated for road repair. This totals \$128,000 of the approximate \$160,000 balance. The remaining balance also has a \$10,000 donation designated for renovation of the front entrance, leaving a balance of approximately \$27,000.

Gross asked how many committees Councilmembers can serve on.

Gross pointed out that private meetings in the office that occur prior to the official meetings are not appropriate.

Tina Emerson pointed out certain line items of the financial report that should be reviewed prior to approval. Councilmember Carlton asked Emerson to send an email to the Council of her concerns prior to the workshop to allow adequate time to review and discuss before approval.

Old Business:

1: Water System Repair and Upgrades/RFP for Well House Repairs: The Resolution for financing terms should be increased to include the maximum amount that could potentially be needed for a loan. If the full amount is not used it could be re-paid. The numbers/figures discussed at the workshop must be increased to pay an engineer to complete required permits from the State. Further detail is included in the March 10 Workshop minutes.

2: Draft Resolution to amend charter to Change number of Council members/Draft Resolution to stagger terms for Council members: Councilmember Carlton explained that the Council had agreed to remain a five member Council. The feedback from the citizens confirmed that the Town would run more effectively with a five member board.

Councilmember Carlton reviewed the proposed charter change to stagger terms for Councilmembers. Carlton suggests this would allow more consistency. Carlton proposed that Town Attorney Justus draft a Resolution to stagger terms for the two candidates with the highest votes to serve four year terms and the remaining three serve two year terms. Councilmember Predmore opposed to the change, due to the size of the Town and past experience with Council turnover. Mayor Hager asked Town Staff to poll residents by sending mass email and adding an insert in the water bill asking preference of both potential charter changes: number of Councilmembers, staggering terms.

3: TDA Vacancy: Councilmember Simon reported that Kyle Garland, real estate broker for Cherokee Realty and contractor, has agreed to serve as a Board Member. Garland has a home on Lake Santeetlah. Councilmember Carlton nominated Garland to fill the TDA vacancy. Councilmember Predmore seconded. All others approved. The motion carried. A tentative meeting has been set for March 27, 2020.

4: Kudzu Removal Plan: Councilmember Simon has been actively involved in plant identification throughout the Town and will work with Councilmember Carlton, Town Tech Hayes and resident Stephanie Danforth to determine all locations with Kudzu and a specific plan for removal.

New Business:

1: Town Technician Maintenance Report: Hayes provided a report at the workshop on Tuesday, please refer to the workshop minutes for detail.

2: Scott Kamps Danger Tree Removal/Proposal: Kamps submitted a proposal for \$960.00 to remove danger trees marked by the Forest Service for removal. Mayor Hager asked that an estimate be included to remove the large tree on the side of the roadway near the Town entrance. The DOT cut the tree out of the roadway but did not complete cleanup.

3: Resolution for Approving Financing Terms: The Resolution is necessary to move forward with the loan process. The amount discussed at the workshop has been increased to include contingency and the cost for an engineer. The maximum loan amount in the resolution is \$185,000. Councilmember Carlton made a motion to approve the Resolution with maximum loan amount not to exceed \$185,000. Councilmember Predmore seconded. All others approved. The motion carried.

4: Approval of UCB new water account: The funds were removed from the First Citizens account to paint the water tanks causing the balance to fall below the minimum required to avoid a fee. United Community Bank will not charge a fee and the interest rate is higher. Councilmember Carlton made a motion to approve moving the funds to a new UCB account. Councilmember Predmore seconded. All others approved. The motion carried.

Discussion:

1: Plans for 2020 Block Party: The Block Party for the 2020 year is potentially planned for May 23rd. This will be further discussed in April.

2: Status report on Santeetlah Lakeside Zoning Variance Certificate: Attorney Justus has a copy of the report from the hearing. After review Justus plans to present more information in April.

3: Formal process for administrative fee/Zoning Certificate: Attorney Justus explained if construction is being completed within the Town a Zoning Compliance Certificate can be issued with a minimal administrative fee. Town Administrator Matheson should inform those completing construction to pick up a form at Town Hall. Attorney Justus advised the board to research other towns of similar size to determine an acceptable fee schedule. Councilmember Carlton asked Matheson to survey the Town and determine specific locations where construction is being completed. Councilmember Carlton will draft a Resolution including a fee schedule for approval at the April Council meeting.

4: Update Town Logo: This was discussed in detail at the workshop session with two proposed ideas. Town Staff will discuss costs for design to determine if the Town will proceed with a new logo.

5: Amending Charter to set deadline to fill Council vacancies: There are no legal time limits according to the NC Statute. The Town will continue to follow the statute as a guide in this occurrence.

Announcements:

The Planning Board will hold a Public Hearing to review the draft Comprehensive Plan and Survey Results March 12, 2020 at 11:00AM.

The next workshop session will be April 14, 2020 at 10:00AM at Town Hall.

The next Council Meeting will be April 16, 2020 at 10:00am at Town Hall.

With no further business at this time Councilmember Predmore made a motion to adjourn the meeting. Councilmember Keith seconded, all others agreed. The motion carried. Mayor Hager adjourned the meeting at 10:52AM.

Meeting Adjourned

Jim Hager, Mayor

Emily Hooper, Town Clerk