

Review for May 13, 2019 Agenda Items

Monthly Financial Report:

General Operating Balance: \$61,898.91

Water Operating Balance: \$14,186.26

Tax Collection: \$570.02

The collection rate for the year is: 98.86%

A draft budget has been sent to the Council and will be posted on the website soon after the Council Meeting.

Old Business:

1: Update of Revised Zoning Regulations/Schedule Public Hearing: A final redlined version of the Zoning Regulations has been sent to Attorney Craig Justus and the Planning Board for review and edits. When the review is complete a Public Hearing will be scheduled. The draft will be available at Town Hall and posted on the website when received. Tanya Capeling, Planning Board Member, is unable to serve on the Board. A new member is needed to fill that vacancy.

2: Town Directory Updates: Town Staff worked with Lauren Faulkenberry, Illustrator and Proprietor of Firebird Press, to design a directory with all new updates. The existing ads were renewed and additional ones were sold to compensate all cost of publishing and printing. The agreement with Faulkenberry states that each year she will update and publish and if the Town wishes to make other arrangements she will share the file that can be edited and updated. The new directory should be completed and ready to hand out by Memorial Day.

New Business:

1: Town Technician Maintenance Report: Hayes met with Aldridge Brothers Paving for road repair on Sequoyah Trail due to a water break. A quote for \$4,528 was received to complete all necessary repairs.

Marty Ritter provided a detailed inspection for repairs needed at each well house, pump house and filter house.

Hayes met with Scott Icenhower about maintenance needed on water tank and steel water tanks. Icenhower plans to provide an estimate for repairs.

Hayes cleaned up the old well pipe from the well houses and took to the recycling center.

Installed Bill Smith a new meter box and added extension boxes to Smith and Kinglsey Miner's in order for the pavers to raise the asphalt.

2: Town of Lake Santeetlah Building Application: The Town of Santeetlah needs to update the Building Application. Ideally this would be complete and ready to approve along with the Zoning Regulations. I have attached a sample of the updated application for review and comments.

3: Capital Outlay Plan Presentation for TOLS/Keith Predmore: After recent trainings/workshops with the NC Department of Treasury it was recommended that the Town compose a long term Capital Outlay plan. Councilmember Predmore has developed a presentation to explain the type of projects that the Town of Lake Santeetlah would need to include in such a plan. Having a Capital Outlay plan would help the Town prepare for large expenses.

4: Budget Amendment: Annual Legal Fees: \$5,000 is needed for the remainder of the fiscal year to cover the charges for Town Attorney Craig Justus.

Discussion:

1: Sewer Study Report/Keith Predmore: No updates at this time.

2: Update of Lakeside Development: Town Attorney Craig Justus is working with Lakeside Attorney Robert Oast on terms, agreements and updates.

3: Water System upgrades and capital improvements plan: A recent inspection by Scott Icenhower detailed several repair/maintenance needs to the water tanks. Also, over the past few years the number of water breaks have increased likely due to the age of the system and improper installation. The well pumps last approximately seven years, switchboard and pipes attached to the well pump need replaced every 2-3 years. The automatic water meters battery life is ten years. These necessary items should be budgeted and planned for long term in order to keep the Town from suddenly facing large unexpected debt. The Town Council and Town Staff along with other qualified individuals (such as: Randy Welch from SERCAP) will work together to develop these long term plans.

4: Training for Planning Board Members: Wednesday, May 15, 2019 Planning Board Member Anne Hager and Town Administrator Kim Matheson are going to Asheville for training. The two can share the information received with those who aren't able to attend.

5: TDA – How to improve Tax Collection: The TDA Board should identify all rental homes within the Town that are not listed with Cherokee Realty and go through records to see who may not have paid last year. A letter can be sent to each homeowner who failed to pay the rental tax. This is the first step to seek collection according to surrounding towns. Further steps can be taken if necessary. The schedule can be pulled from VRBO or the rental site to identify bookings for the season. One or two members of the board could be listed with this duty in order to increase revenue from Occupancy Tax.

6: Long Term Road Maintenance Plan: \$32,000 each year is being transferred from the General Fund to reserves specifically for long term road maintenance.

The Town Council will be going into Closed Session in order to receive legal advice regarding the Santeetlah Trail Lawsuit.

The annual budget meeting will be May 25, 2019 at 10:00AM at Town Hall.

The next Council meeting will be held June 10, 2019AM at Town Hall.