

Town of Lake Santeetlah

Special Meeting Minutes (Zoom Meeting)

August 24, 2020

Mayor Jim Hager called the meeting to order at 10:00AM. Council Members Roger Carlton, Diana Simon, Keith Predmore and Kevin Haag were present for the meeting. Clerk Emily Hooper, Town Administrator Kim Matheson and Attorney Brian Gulden were also present.

Councilmember Carlton made a motion to approve the agenda. Councilmember Simon seconded. All other members were polled. All approved. The motion carried.

Old Business:

Mayor Hager made a suggestion to delay Item #1 Public Records Policy and Item #4 Zoning Compliance Certificate Form to the September 10, 2020 Council Meeting. Councilmember Predmore made a motion to delay. Councilmember Simon seconded. All others were polled. The motion passed unanimously.

1. **Public Records Policy:** Item delayed.
2. **Contract for Zoning Administrator:** Councilmember Simon asked Attorney Gulden to please confirm that hiring Brian Farley as the Zoning Administrator would not require advertising. Gulden explained that Farley would be an Independent Contractor and the fee for services was below the limit required for advertising therefore it did not have to be advertised. Mayor Hager explained the fee for Mr. Farley to go to court if necessary would be \$100.00 per hour. This had been negotiated. Councilmember Carlton expressed his concern that a clause should be added to the contract concerning conflicts with Mr. Farley as an appraiser. Carlton suggested an addition that if an accusation was made of conflict, it would be sent to the Town Attorney for review and determination. Attorney Gulden agreed to include the addition if the Council agreed. Councilmember Carlton offered a motion to approve the agreement presented with an amendment including a clause that would require the Town Attorney to render a conflict opinion if requested by the Zoning Administrator. Councilmember Simon seconded. All others were polled. Councilmember Predmore and Haag were opposed. The motion passed three to two.
Attorney Gulden will add the clause and send to Council for review and approval.
3. **Budget Amendment for Zoning Administrator:** Councilmember Predmore made a motion to approve the budget amendment presented for Zoning Administrator Contract fees for \$6,000. The fee for the Zoning Administrator will come from line item: Transfers to General Reserves. Changing that line item to \$26,135.32. Councilmember Simon seconded. All others were polled. The motion passed unanimously.
4. **Zoning Compliance Certificate Form:** Item Delayed.

5. **Town Staff Cell Phone Compensation:** Mayor Hager suggested \$40.00 per month for Town Administrator Kim Matheson and Town Clerk Emily Hooper for cell phone usage. Councilmember Predmore made a motion to approve. Councilmember Simon seconded. All others were polled. The motion passed unanimously.

With no further business at this time Councilman Haag made a motion to adjourn, Councilman Carlton seconded. All others were polled. The motion carried. Mayor Hager adjourned the meeting at 10:22AM.

Jim Hager, Mayor

Emily Hooper, Town Clerk