

Town of Lake Santeetlah

Workshop Session Minutes

Initial Draft Subject to Council Approval

February 11, 2020

Mayor Hager called the meeting to order at 9:30AM.

Minutes:

January 21, 2020 Council Meeting Minutes – no changes noted

Financial/Tax report: Town Administrator Kim Matheson presented the finance report.

General Operating Balance: \$91,674.06

Water Operating Balance: \$21,835.67

Tax collection for January: \$26,242.82 This is prior to the collection fee being deducted. This month certain collection will be charged 5% and other 10% (the deadline has passed and as of mid-January the taxes are late resulting in 10% collection fee). The check has not been received at this time. Matheson explained the balance sheet presented. The breakdown displays the current balance in the account compared to the balance in the same account last year. The water operating shows an increase and is gaining revenue from the increased water rate (January 2020 - \$21,835.67 January 2019 - \$8,241.03).

Old Business:

- 1. Water System Repair and Upgrades/RFP for Well House Repairs:** Jim Hager, Keith Predmore and Eric Hayes met with Alex Shelton from American Tank for a third proposal for tank painting and repairs. Shelton plans to meet and discuss his proposal Wednesday February 12, 2020 at 10:00AM. There were two proposals received for the Well House repairs. Hager and Predmore plan to review and discuss the proposals and contact All about Plumbing about adding the plumbing cost to one of the proposals. Councilmember Carlton asked that a recommendation be provided in March to ensure this project continues to move forward.
- 2. Draft Resolution to amend charter to change number of Council Members:** The Resolution presented was discussed. Councilmember Carlton reviewed the reason the charter amendments are being considered (to ease the concern of five individuals always being willing to run for office, stagger the terms and avoid a new Council being seated with no experience or history). Resident Jack Gross provided research of towns, cities and villages with less than 500 voters and explained the number of Council/Board members or Alderman serving the comparable towns. Gross pointed out from his research that changing to three Council members would be out of the ordinary. Residents who have shared their opinion are opposed to the amendment and would like to keep five Council members. Clarification is needed from Attorney Justus to be certain that all deadlines are met in order to get the item on the ballot in November 2020. Carlton stated that if approved the item would be on a special election ballot in November 2020 and implemented in November 2021. Jack Gross is unsure if this is correct. This will be clarified with the Attorney at the Council Meeting.
- 3. Draft Resolution to stagger terms for Council members:** Discussed above, will further discuss at the Council meeting.

New Business:

1. **Town Technician Maintenance Report:** Eric Hayes was not available for the meeting.
2. **Vacancy on the TDA/Diana Simon TDA Report:** TDA chair Diana Simon reported the balance in the TDA account to date is \$14,753.13. The annual insurance premium has been paid in full. There is currently one vacancy on the TDA board. Simons met with Daniel Allison, Director of Graham County TDA and discussed co-op advertising. At this time the Santeetlah TDA does not have the funds to commit to advertising requirements however, Allison agreed to give Lake Santeetlah one page to advertise; Simons provided the pictures and detail needed. Simons received positive feedback concerning the plans for a car charging station. This project is in the budget and in the planning stages. Mayor Hager stated that the Town could likely assist with the expense if needed. The station will be located at the front entrance and can be included when the renovations are completed in that area. In the future the TDA would like to have someone who manages the social media sites for Lake Santeetlah.
3. **Budget Amendment:**

General:

Office Expense: An amendment is necessary for \$2,500.00. Town Administrator Kim Matheson explained the overage was caused from the TV for Town Hall meetings, microphones, Zoom meeting subscription and equipment and increased cost in supplies.

Election Expense: An amendment is necessary for \$511.22. The election cost was more than the previous term and was not expected to exceed that figure when budgeting. Adding absentee and one stop voting increased the projected cost. The last election cost was shared with Graham County and The Town of Robbinsville.

The increase in these two line items will be moved from line item, Quiet Title Action.

Water:

All Office Expense: An amendment is needed for \$500.00. This increase should cover the remaining cost for office supplies for the fiscal year.

The increase in this line item will be moved from line item, Long Term Maintenance. The budget amendment will be approved at the Council Meeting.
4. **Contract Quote for Sharp printer and services:** Zach Penland from Sharp Business Systems submitted a proposal to contract with the Town yearly for all printing needs. For \$81.59 (plus tax) monthly the Town would receive a new printer, ink and full service (repairs and maintenance) from Sharp Business systems. Last fiscal year the Town spent \$1574.00 in ink and other equipment for the printer. This would be \$131.17 monthly. The proposal does not include color prints. This should be discussed and a small number of color prints added. The Council agreed to move forward with the contract and allow Town Staff to meet with Mr. Penland and discuss a contract that would meet the Town's needs while staying under the current cost for printer supplies.
5. **Agriculture Agent Randy Collins and Friends of Joyce Kilmer representative, Jim Kriner discuss Kudzu removal:** Randy Collins, Graham County extension agent, was unable to attend the meeting but will be available for questions or a follow up date if needed. Jim Kriner, Representative from Partners of the Joyce Kilmer Slickrock Wilderness, Inc. provided a detailed explanation of the plant, its origin, pros and cons, how to treat and remove. Krinner explained that Kudzu must be treated two times each year and would take several treatments to fully rid the area of the plant. Burning or mowing the plant is not an effective form of removal. Kriner suggested that extension agent Collins could likely provide suggestions for who the Town could

hire to remove. Councilmember Carlton suggested the Town create a program/plan to collaborate with homeowners and rid the area of Kudzu before it becomes a greater concern. Carlton stressed the importance of being proactive rather than reactive concerning the invasive plant that can blanket an area in a short time frame if left untouched. The Town will follow up with Randy Collins and move forward with a plan to treat in the spring.

Discussion:

- 1. Recycling as relates to County Solid Waste Study:** Councilmember Carlton reported, the Graham County Committee reviewing the solid waste program toured the facility in Swain County. Their system uses a single site seven day per week manned location not too far from Ingles. The site uses roll-off compactors and recycling trailers with compartments for separation or recyclables. There are large dumpsters to handle large items and a waste oil disposal process. The site has two employees working to assist as needed. The areas are clean and well kept. Commercial waste is handled differently. The almost certain impact on Lake Santeetlah is that our recycling program will be required to evolve due to a new County process and the ever-deteriorating economics of re-use of certain materials. The only recyclables that have a market today are aluminum and cardboard. Carlton will continue to monitor and report as needed.
- 2. US Forest Service danger trees and power/internet service loss:** Due to time limitation this item will be discussed at the Council Meeting. The Public Hearing is scheduled for 11:00AM and Town Staff needs a short time to set up for the next meeting.
- 3. Status Report on Alcohol Sales:** Due to time limitation this item will be discussed at the Council Meeting.

Mayor Hager adjourned the workshop at 10:46AM.

Jim Hager, Mayor

Emily Hooper, Town Clerk