

TOWN OF WEBSTER
MINUTES
JULY 6, 2010

The Board of Commissioners for the Town of Webster met for its regularly scheduled meeting at 1411 Webster Road.

Members Present: Mayor Larry Phillips, Commissioner Billie Bryson, Commissioner Jean Davenport, Commissioner Rick Fulton, Commissioner Alan Grant, and Commissioner Mark Jamison.

Others Present: Attorney Randy Seago of Melrose, Seago, and Lay

Agenda-Mayor Phillips called the meeting to order at 7:00pm with a call for additional Agenda items. There being none, Commissioner Fulton made a motion for approval of the presented Agenda while Commissioner Jamison provided a second. The motion carried.

Minutes-Mayor Phillips called for approval of the Minutes as presented. Commissioner Fulton provided the motion for approval while Commissioner Jamison provided the second. The motion carried.

Financial Report-Commissioner Bryson presented the financial report which ended the fiscal year 2009-2010. June 2010 showed income of \$9,946.82 with expenditures of \$8,543.50. The total checking balanced at \$161,044.94 with Powell Bill funds balancing at \$53,105.18. The total of all balances was \$212,450.12. Commissioner Bryson noted that the mortgage lender received an additional payment of \$5,406.47 which reflected remaining funds from each line item of the budget 2009-2010. Commissioner Davenport provided a motion for approval of the report as presented while Commissioner Grant provided the second. The motion carried.

OLD BUSINESS:

1. Budget concerns-Browyn Burleson, Auditor. Commissioner Bryson introduced Ms Burleson to new Commissioners and stated that Ms Burleson had been invited to the meeting so that she could address financial concerns from members of the Board. The following points were discussed:
 - a. Webster can pull funds from the fund balance
 - b. The current mortgage maturity date is June 2027 following the additional \$5,406.47 paid in June
 - c. The Town of Webster is paying more on the mortgage than is actually required.
 - d. Amendments to the budget may be made at the end of the year for any line item adjustments that need to be made
 - e. Our mortgage lender, Evelyn Baker, is agreeable to advanced payments on the mortgage
 - f. Prepaying our mortgage is permissible as we are not changing the original document
 - g. Webster's reserve balance must be approximately \$9,000 per state statute
 - h. The amount of revenue received for the year were \$20,000 over the amount projected

- i. By paying an advance on the mortgage, we would need to add a line item to the budget showing the payment

Following the discussion, Commissioner Davenport made a motion that the Town of Webster make an advance payment of \$20,000 toward the mortgage and that the appropriate budget adjustments be shown accordingly. Commissioner Grant provided the second and the motion carried. Mayor Phillips will contact Ms Baker to determine her wishes for the disbursements of these funds-one lump sum or two equal payments. Commissioner Grant requested that Ms Burleson provided the Commissioners with a new amortizations table for our mortgage.

2. Deputies Salaries: Ms Burleson provided input to the discussion regarding using a 1099 form for the deputies rather than a W2 form. Discussion revealed the following:
 - a. The Town does not control the schedule or the individual who will be working
 - b. The deputies use county cars
 - c. The deputies represent the Jackson County Sheriff's department while they are on duty
 - d. Deputies will receive \$25.00 per hour with this new procedure
 - e. Deputies need to complete a W9 prior to receiving pay
 - f. The change in procedure should take place by the end of July 2010
 - g. Deputies should be provided with a memorandum agreement stating that they are individual contractors and not employees, per Attorney Seago. Each deputy working should sign this new agreement prior to working a shift.
 - h. Mayor Phillips will meet with Sheriff Ashe to finalize arrangements
3. Sidewalk Maintenance-Blair Spangle . Commissioners met with Mr. Spangler to discuss new requests for sidewalk maintenance. The agreement reached involved these points:
 - a. Mr. Spangler will provide weekly service during the spring and summer months
 - b. Services should include grass trimming, weed spraying, and blowing debris from sidewalks
 - c. Drain grates need to be cleaned on an "as needed" basis
 - d. The area to be maintained needs to extend so that coverage includes the sidewalk facing the Nation Guard Armory
 - e. Mr. Spangler should be aware of problem areas and notify the Board if specific work needs to be completed
 - f. Mr. Spangler will return to the Board in August with a new contract which includes the extended area and extended time

Commissioner Jamison made a motion that Mr. Spangler complete the work agreed upon in July and present the Board with a new contract at the August meeting. Commissioner Davenport provided the second and the motion carried.

4. Commissioners Retreat-Commissioners agreed upon a date for the retreat: September 14, 2010 at 7:00PM at the Town Hall in Webster.
5. Ethics Ordinance-Commissioner Jamison spoke with Evelyn Baker, secretary for Jackson County Commissioners, regarding the Ethics Ordinance for Jackson County. That is not available at the present time, but Ms Baker will notify Commissioner Jamison when it does become available.

COMMITTEE REPORTS:

1. The Greenway Committee-Commissioner Grant stated that the Committee had a productive meeting. Points addressed:
 - a. The chair, Emily Elders, has resigned but efforts were made to rehire her on a part time basis as she was so instrumental in moving the Greenway efforts forward. Jackson County Commissioners have agreed to this part time hourly arrangement.
 - b. A tract of 4.5 acres was secured in Cullowhee for a \$40,000 price. This tract includes some wetlands which was an added bonus.
 - c. Planning and design for the trail at Smokey Mountain Elementary are to be made in September with a target date for completion being the end of the school year 2012. Each school will be set up with a similar trail in future planning.
 - d. The sidewalk to Dillsboro should be completed by the end of the month
 - e. The Mills Creek area did not receive funding at this time
2. The Planning Board-Commissioner Jamison reported that Linda Cable attended the meeting to discuss building elevations ordinances being used in Cashiers. The Planning Board members liked the ordinances with their specific language. In other related zoning issues, Commissioner Jamison reported that the new sewer plant was located in Webster's ETJ and that they must obtain a conditional use permit, to which Joe Cline has agreed. Mr. Cline will meet with Mayor Phillips and Commissioner Jamison to discuss and resolve this issue. Commissioner Jamison also noted that a house in Webster was under foreclosure and discussed ways that the Town could prevent a nuisance from occurring with this dwelling.
3. The Traffic and Safety Committee-Mayor Phillips referred to a letter that he had sent to DOT regarding traffic along HWY 116 and suggestions of choker points, speed limits, a roundabout at SCC, and traffic along North River Road. He is awaiting a response from DOT.

NEW BUSINESS:

1. Power Washing Town Hall-Mayor Phillips requested an estimate for this work from Mr. Blair Spangler. This work is needed due to prior vandalism.
2. Natural Gas Lines-Commissioner Jamison reported that work was slated to begin within a couple of weeks on this project. Residents along the route will be given an opportunity to connect and off way residents may be connected under certain agreements.

There being no further business, the meeting adjourned at 8:35PM.

Larry Phillips, Mayor

Jean W Davenport, Clerk

TOWN OF WEBSTER
AGENDA
AUGUST 3, 2010

1. Call to Order/Call for Agenda items/Approval of Agenda
2. Approval of Minutes
3. Approval of Financial Report
4. Guests: Metrostat
5. Old Business:
 - a. Blair Spangler, Sidewalk Maintenance and Contract
 - b. Power Wash Estimate Town Hall
 - c. Deputies Salaries
 - d. Other
6. Zoning Administrator Report
7. Committee Reports:
 - a. The Greenway Committee
 - b. The Planning Board
 - c. The Traffic and Safety Committee
8. New Business:
9. Adjournment