

TOWN OF WEBSTER

Minutes for February 3, 2016 Board Meeting



The Board of Commissioners for the Town of Webster met for its regularly scheduled meeting at 1411 Webster Road. Mayor Tracy Rodes called the meeting to order at 5:15 p.m.

MEMBERS PRESENT: Commissioner Billie Bryson, Commissioner Allan Grant, Commissioner Danell Moses, Commissioner Larry Phillips, Commissioner Leigh Anne Young, and Mayor Tracy Rodes

MEMBERS ABSENT:

OTHERS PRESENT: Jason Farmer of *The Sylva Herald*, Will Morgan, Louise Stephens, Don Tomas

GENERAL MEETING

Approval of Agenda

Commissioner Moses asked that the agenda be updated to include 1) Connect NC Bond presentation by SCC President Don Tomas and Vice President Thom Brooks, 2) BAS Report update, and 3) Ethics Training. Commissioner Phillips motioned to approve agenda as amended; Commissioner Bryson seconded. Motion carried.

Approval of Minutes

Minutes for the January 6 special meeting were presented for review.

Commissioner Phillips motioned to approve the minutes as amended; Commissioner Bryson seconded. Motion carried.

Informal Comments by Public

- Louise Stephens mentioned it was good to be back in attendance of the meeting. She congratulated Mayor Rodes for becoming the Mayor and Larry Phillips for joining the board.
- Dr. Don Tomas presented information to the board regarding the upcoming Connect NC Bond which will appear on March 15 ballot. He explained the many ways the bond money will be beneficial to Southwestern Community College, Western Carolina University, and other local agencies in Western North Carolina.

MOTION: Commissioner Grant motioned that the board adopt the Resolution 616-01 in support of the bond. Commissioner Phillips seconded. Motion carried.

Consent Agenda

Financial Report

Danell Moses presented the end-of-month reconciliation and budget reports for January 2015:

Beginning town fund balance per December report:	\$132,791.30
Deposits	1,715.82
Cleared expenditures totaled	780.73
Checking balance Macon	71,133.00
CD 0001 balance	25,611.61
CD 1681 balance	36,981.78
Ending town fund balance	\$133,726.39

Moses reminded the board that she did not have access to the CD balances as we do not have a checking or saving account with SunTrust.

MOTION: Commissioner Phillips provided a motion to open a savings or checking account with up to \$100 with Commissioner Bryson providing a second. The motion carried. Commissioner Phillips provided a motion to approve the financial report and Commissioner Bryson provided a second. The motion carried.

ADMINISTRATIVE REPORTS

Mayor's Report

Mayor Rodes reported that she had attended TWSA meetings, the joint commissioners' meeting, She spoke to Justin Woodard to look at the basement. He will see if he would be willing to look or if he would have a suggestion.

She spoke to Robert Edwards who indicated he was willing to serve wherever needed. Commissioner Phillips indicated he thought he should probably be appointed to the Planning Board.

The question arose whether it was okay for people to serve on more than one board. Mayor Rodes asked Will Morgan to find out if individuals can serve on more than one board. He will research and return.

Moses said she will send out an email to the Resident e-List letting them know we're actively seeking members for both boards. Commissioner Phillips indicated that we definitely need to look to the future and plan for the growth that we will see in Webster.



Moses said we should bring back ideas to planning session. Commissioner Young said we'll have to have public forums for the land use plan so that will be good way to get public involvement.

Mayor Rodes indicated she had had to declare a state of emergency during her first weeks as mayor. The process had led her to realize that we need to have those forms posted for access and sending through the appropriate channels during an emergency situation.

FOLLOWUP: Moses will post the announcement and rescinding declarations on Google Docs.

Council Member's Reports

Commissioner Young indicated she had gone to the Landslide Mapping meeting. She said that the Landslide Map will be a tool for landowners and for emergency management to know where high risk areas are and be prepared to respond. She said some realtors were there with concerns. The county will make it available when completed.

NEW BUSINESS

1. Carbon Monoxide Detector
 - a. Commissioner Moses said that she thought we should buy carbon monoxide detectors since we've switched to gas. She will get one for downstairs and one for upstairs.
2. Ethics Training
 - a. Commissioner Moses provided the three new board members with information about completing the ethics training required by the state.
 - b. Board members decided to attend the live webinar on May 18 with the recorded webinar reserved as a backup.
3. Publications
 - a. Commissioner Moses had researched the cost of the books that Michele Smith had recommended. She wanted the board to decide how many copies of each should be ordered of:
 - a. Rules of Procedure for Local Government Commissioners
 - b. Handbook for NC Mayors and Council Members in Municipal Government in North Carolina
 - b. The board decided to buy five rules books and two handbooks.

OLD BUSINESS

1. Appointment of a Vice-Mayor
 - a. Mayor Rodes indicated that Moses had said she would serve as Vice-Mayor.
 - b. **MOTION:** Commissioner Grant moved that Moses be appointed as the Vice Mayor. Commissioner Phillips seconded. The vote passed 3-1 with Bryson voting nay.
2. Appointments to boards
 - a. Mayor Rodes will serve on the Southwest Commission RPO and TAC.
 - b. Mayor Rodes will serve on the Jackson County Comprehensive Planning Board.
 - c. Commissioners agreed to be available to attend meetings if Mayor has conflicts or illness.
 - d. **MOTION:** Commissioner Phillips moved that Rodes be appointed to all of the boards. Commissioner Bryson seconded. Motion passed.
3. BAS (Boundary and Annexation Survey)
 - a. Moses said that all we have to do is update the representation information so census information is reported to the right people.
4. Land Use Plan Development
 - a. Janice Blanton sent out an email to the board. Bryson said that confusion had ensued because it was reported in the newspaper that she had been appointed to the planning board instead of being hired to complete the land use plan. Mayor Rodes replied to the email stating that it was indeed the board's intent to hire her for that project.
 - b. Commissioner Moses said we could ask her to come up with the basic structure and offer suggestions during the planning workshop.

ADJOURNMENT:

Commissioner Phillips motioned to adjourn. Commissioner Bryson seconded. The meeting adjourned at 6:58 p.m.