**Town of Lake Santeetlah**

**Council Meeting Minutes (Zoom)**

**June 10, 2021, at 10:00AM**

Mayor Hager called the meeting to order at 10:00AM. Councilmembers Predmore, Simon, Haag and Carlton were present for the meeting.

**Approval of the Agenda:** Hager added under New Business #9 regarding Richard Nash’s request to cut the roads for Zito Media. Carlton also suggested deleting the Old Business #1 on the June 10, 2021, agenda. Haag made a motion. Carlton seconded. The motion passed unanimously.

**Approval of Minutes:** Carlton stated that he would like to combine the minutes into one motion except for the April 19, 2021, minutes. The change on the April 19, 2021, minutes was with New Business #1 adding “quarterly” to the statement made by Justus. Councilmember Carlton made a motion to approve all the minutes with the minor change to April 19, 2021, minutes. Simon seconded. The motion passed unanimously.

**Financial/Tax Report:** Town Administrator Matheson gave an update. $1,020.53 is the amount that was collected for taxes. Carlton asked Matheson questions regarding the balance sheet and several line items.

**Request for Public Comment:**

* **Property Owner Gross:** commented on the budget amendment, purchase of the generator, and the involvement of the town with Brookfield docks permits.

**New Business:**

1. **Budget Presentations from TDA**: Simons gave an update of the proposed FY 21/22 activities of the TDA. Revenue to date July 1, 2020, to June 1, 2021, was $25,171.94. That does not include any deposits for the month of June. Simons stated they are $15,171.94 over the proposed budget for the FY 21/22 which was originally $10,000.00. The total assets of savings and checking account is $35,561.53 as of June 1, 2021. Total Administrative expenses is $23,330.00 and administrative expenses is $7,670.00. Total Revenue is $31,000.00 and total expenses is $31,000.00. Haag made a motion to approve the TDA Budget. Carlton seconded. The motion passed unanimously.
2. **Support of Resolution from Graham County for Settlement of Opioid: Carlton** made a motion to adopt this resolution. Haag seconded. The motion passed unanimously.
3. **Adopt Budget for General Fund and Water Fund Ordinance for 21/22:** A minor change was made on the truck expense because some repairs were made to the truck in the current FY. Carlton asked for clarification on the numerical digits for the tax rate increase. The correct numerical digit for the property tax rate is .00296%, the correct tax rate for the DMV is .269% these rates were verified by Brandy Cook at the Graham County Tax Office. Carlton made a motion to adopt the budget at 29.6 mills. Predmore seconded. The motion passed unanimously.
4. **Budget Amendment for Water:**  Over budget in Office and Phone expense, Electric, and Equipment and Supplies. $500.00 will be moved from the insight equipment maintenance for office expense, for phone expense $300.00 will be moved from the Trimble annual maintenance, $1,000.00 from long term maintenance and supplies and equipment $2,000.00. Predmore made a motion to approve. Simon seconded. The motion passed unanimously.
5. **Budget Amendment for General:** Budget over in telephone, Planning Board, Truck Expense and Public Building repair and maintenance. $1,200 will be moved from telephone, $9,000.00 from line-item front entrance, $70.00 from utility gas, $2,300.00 from grounds and roads. Haag made a motion to approve. Simon seconded. The motion passed unanimously.
6. **Correction of the Budget Amendment for Land Purchase:** Matheson stated they were making a correction by taking $30,000 from the remaining funds in the loan, $40,000 from water money market and $40,000.00 from savings. It was split because they did not want to deplete the water fund reserves account in case of a major water repair such as a water break. In the future, if needed, part of the lot purchase could be sold if needed. The property can also be used for future governmental purposes beyond just water. Carlton expressed concerns regarding the amount of money spent and attorney fees associated with this land purchase. The purchase price and closing costs have been agreed upon. Carlton recommended approval of the budget amendment with clarification that the land purchase price of $95,000 is one line item and the closing costs of $15,000 is a separate line item as well. Predmore disagreed with Carlton’s recommendation. Carlton made a motion to approve this motion subject to the $110,000.00 broken down between purchase price, closing cost and attorney fees. The motion passed four to one. Predmore opposed.
7. **Bette LoBue report on TPOA Party:** TPOA Party from 5PM-7PM. Everyone brings their own chairs. The party will continue rain or shine.
8. **Fee Agreement for the Van Winkle Law Firm:** Justus will be going up $100.00 per month. Included in the budget. This will go in affect July 1, 2021. Simons made a motion to approve. Predmore seconded. The motion passed unanimously.
9. **Richard Nash Request Regarding Zito Media:** Richard Nash has talked to Scott Kamps about cutting the road to put Zito Media public utility line to his residence because there are no above ground utilities on Island Drive. Nash has agreed to pay all the expenses related to this. Justus suggested the utility company should contacted as well as Nash because the public utility will be responsible for this, but this could potentially be a problem. This needs to be explored more before a decision is made. More information needs to be provided as to who will be doing what.

**Discussion:**

1. **Returning to Regular Meetings Plans:** Town Hall will be opened for the public to come in and observe the meetings or by Zoom, whichever they prefer. Everyone will be required to wear masks upon entering Town Hall.
2. **Reminder of the Review of Minutes Procedures:** Town Clerk prepares the rough draft of the minutes, then sent to Predmore, then sent back to the Town Clerk for corrections from Predmore. After this, minutes will be sent to Council one time for revisions and then corrected by the Town Clerk before being approved at the next council meeting. A draft set will be presented as part of the agenda. Carlton expressed concerns regarding the review of minutes procedure.

**Motion for Closed Session**

Councilmember Predmore made the motion to go into closed session. Councilmember Haag seconded. Motion carried unanimously.

1. **Action from Closed Session:** Councilmember Simon made a motion to hire Emily Hooper part-time, 2 days in the office and 1 day to work from home. Councilmember Carlton seconded. Motion passed unanimously.

**Announcements:**

* We will continue to meet by Zoom due to the current outbreak in our county. We will post notice of all meetings on website, Town Hall, and Front Entrance.
* The next Council Meeting will be held July 8, 2021, at 10:00AM. This meeting will be held via Zoom or at Town Hall. Information will be sent out later.

**Motion to Adjourn:**  Councilmember Carlton made a motion to adjourn, Councilmember Simon seconded. Motion passed unanimously.

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Jim Hager (Mayor) Kim Matheson (Town Administrator)

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Jim Hager, Mayor Morgan Postell, Town Clerk