

**MINUTES OF THE AGENDA WORK SESSION
OF THE TOWN COUNCIL OF THE
TOWN OF LAUREL PARK, N.C.
August 11, 2011
9:30 A. M.**

The Laurel Park Town Council held an agenda work session in Town Hall on August 11, 2011 at 9:30 a. m. The following members were present: Mayor Henry T. Johnson, Commissioner Richard P. Cooke, Commissioner Dona M. Mennella, Commissioner J. Carey O'Cain, and Commissioner Robert O. Vickery. Town Manager Jim Ball was also present.

Mayor Johnson called to order the August 11, 2011, Council Agenda Work Session.

APPROVAL OF AGENDA

Commissioner Mennella moved to approve the Agenda. Mayor Johnson asked for discussion; there was none. The vote was unanimous in favor of the motion to approve the agenda.

AGENDA REVIEW – The Council reviewed the agenda items for the August 16, 2011 Town Council regular meeting.

1) Consent Agenda

- a) Minutes from the July 19, 2011 Council Regular Meeting
- b) Minutes from the August 11, 2011, Council Work Session

2) Public Hearing(s)

None

3) Old Business

None

4) New Business

- a) Consideration, Amending Chapter 7, Article 1, Parks
- b) Consideration, Resolution adopting Henderson County Animal Control Ordinance

5) Town Manager's Report

COUNCIL UPDATES AND OPEN DISCUSSION – The Council received updates on and discussed the following areas:

1. Discussion, Shaws Creek Roads. This item was discussed at the July Council work session. The main issue was when the developer would complete the paving of the roads within Shaws Creek.

As discussed at the last work session, Mr. Jacobson had stated to Mr. Ball that the main hold-up had been that there are about 400 truck-loads of dirt to be removed from the last three building sites and that he would like to have the dirt removed before finishing the roads. He felt that the truck traffic could damage the finished roads and did not want to repair or be responsible for any potential damage. He would be willing to give the dirt away but there was not a lot of construction going on within the county.

Mr. Ball stated that he had talked with both Will Buie of William G. Lapsley and Associates, P.A. and Todd Trace of Trace and Company reference their opinion of possible road damage that could be caused when moving the dirt. Both felt that the dirt should be removed prior to the final paving. Both were concerned with damage from the truck traffic along the steeper grade on Shaws Creek Farm Road.

Mr. Ball also stated that he had heard that the homeowners held a meeting and were in the process of creating a formal homeowners association. Mayor Johnson stated that he felt the issue was between the homeowners and the developer and no action should be pursued at this time by the Town. Once the homeowners association is formed, the Town could review requests from a formal group representing a majority of the homeowners. Council concurred.

Mr. Ball added that he would continue talks with Mr. Jacobson reference the status of the dirt being removed.

2. Discussion, Budget Closeout for FY 2010-2011. Mr. Ball reviewed with Council the FY 2010-2011 budget through July 31, 2011. In broad terms, he stated that estimated General Fund revenues were approximately \$33,000 above projections. Mr. Ball stated that General Fund expenditures indicated an approximate \$43,000 decrease from budget projections. He stated there were no major issues with the budget execution within either the Water Fund or Sewer Fund. Mr. Ball stated that, at the next work session, he would continue to review the execution status of the FY 2010-2011 budget with the Council until the budget year and Town audit were completed in October. Mr. Ball added that the expenditure numbers, as of this report, are set. Sales tax revenues would be the only area that might show a minor adjustment over the next couple of months.
3. Discussion, Commercial/Noncommercial Wireless Communications. Mr. Ball presented Council with two proposed sections to be added to the zoning ordinance dealing with commercial and noncommercial wireless communications regulation. The Planning Board had been working the issue and the language within the documents for the past year. He stated that Council should review each section for further discussion at the next work session. Andrew Kilpatrick presented Council with a document expressing his concerns with the language used within the noncommercial wireless communication section.
4. Discussion, Semi-annual Water System Review. Mr. Ball reviewed the current status of the Town's water system with Council. The unbilled gallons rate was 13.8% for the fiscal year 2010-2011, which was up slightly from the previous reporting period. Mr. Ball hoped that the unbilled gallons rate would remain low and every effort would be taken to continue monitoring unbilled gallons.
5. Discussion, AT&T Easement Request. This item was discussed at the July work session. As discussed at the previous work session, Mayor Johnson stated that he and Mr. Ball met with LaVoy Spooner from AT&T. Discussions centered on the service markers placed along Town right-of-ways. Mayor Johnson expressed the Town's displeasure with the markers both in size and color.

Mr. Spooner contacted Mr. Ball and stated that the local AT&T representative, Michael Mullins, would be in contact to address the size issues. Nothing was discussed about the color. To date no action has been taken by AT&T. It was again the consensus of the Council not to take any action on the AT&T easement request until additional information about the markers was provided.

6. Discussion, Proposed Road Closure. Mr. Ball discussed with Council a request by Roger and Sherry Haagenson to close a portion of an unopened road abutting their property. After discussion, it was the consensus of the Council not to close the road.
7. Discussion, Blue Ridge Community College Ambassador Program. Mr. Ball stated that he had received an invitation from Blue Ridge Community College to participate in their Community Ambassador

Program. The program consists of four meetings that total 11 hours over a four month period. The program provides an overview of the benefits and opportunities that the community college had to offer and there was no cost associated with attending the program. Council approved the request.

8. Discussion, Meeting Room Activities. Mr. Ball stated that a resident had requested the use of the Town Hall meeting room for the purpose of playing bridge. The Town does not have a formal policy on the use of the facility. In the past, business type meetings were allowed that did not conflict with Town meetings, as long as a Laurel Park resident was present. Council agreed that staff should develop a policy for Town Hall use. It was the consensus of Council that bridge playing would not be a permitted activity for use within Town Hall.
9. Discussion, Rhododendron Lake. Mayor Johnson stated he had received correspondence from Toni Youngblood. She asked if the Town was interested in purchasing the entire lot that she owns adjacent to the proposed Rhododendron Lake Park. Mayor Johnson stated he told her that the Council had discussed the issue earlier this year and deferred any action mainly due to budget considerations. Ms. Youngblood sent him a follow-up email saying that she would accept a payment schedule over time rather than a cash purchase. Mayor Johnson said he assured her that Council would continue to look at her lot along with other parcels available to the Town, but that he made no commitment as to Council's future actions. Council took no action on the request.

Mr. Ball stated that Clement Riddle, of ClearWater Environmental, had presented him a copy of the comments his company had received from several governmental review agencies concerning the stream restoration project. He will be making some minor changes to the initial plan. He expects to submit the updated plan by the end of the month. He still hopes to complete all the permitting within the next couple of months.

10. Discussion, Unknown Owner Parcels update. Mr. Ball stated that the County Land Records Office had not completed any additional work since last month on the project. As reported last month, work had been completed on one of the thirteen parcels. Ownership had been reestablished due to the title work provided by the Town.
11. Discussion, Software upgrade. Mr. Ball stated that software upgrades to cash collections and water billing were scheduled for this budget year. The upgrades require an additional upgrade to the server's software and additional memory. The best overall solution and most cost effective in the long run would be to replace and upgrade the server at a cost of approximately \$5,000. This would also allow additional memory for program upgrades to payroll and taxes scheduled in the next couple of years. Council concurred with the request.

KEY DATE(S) – The Council reviewed and discussed the following key date(s):

The auditors would be conducting their field visit on August 25 and 26.

There being no further business, Commissioner Vickery moved to adjourn. Mayor Johnson asked for discussion; there was none. The vote was unanimous in favor of the motion.

Henry T. Johnson, Mayor

ATTEST:

Kimberly B. Hensley, CMC
Town Clerk

Date