

**MINUTES OF THE AGENDA WORK SESSION  
OF THE TOWN COUNCIL OF THE  
TOWN OF LAUREL PARK, N.C.  
September 15, 2011  
9:30 A. M.**

The Laurel Park Town Council held an agenda work session in Town Hall on September 15, 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 September 15, 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 September 20, 2011 Town Council regular meeting.

1) Consent Agenda

- a) Minutes from the August 16, 2011 Council Regular Meeting
- b) Minutes from the August 24, 2011 Council Special Meeting
- c) Minutes from the August 24, 2011 Closed Session
- d) Minutes from the September 15, 2011, Council Work Session

2) Public Hearing(s)

None

3) Old Business

None

4) New Business

- a) Consideration, Revision to Town Policy 700.02, *Travel Expenses While on Town Business*
- b) Consideration, Revision to Town Policy 1000.01, *Town Hall Meeting Room Use*
- c) Consideration, Resolution Charging Tax Collector to Collect 2011 Taxes

5) Town Manager's Report

6) Closed Session – To instruct the staff or agent concerning the negotiation of the amount of compensation or other terms of an employment contract. [NCGS 143-318.11(a) (5)]

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

1. Discussion, Laurel Park Civic Association Historical Marker Program. Robert Thrower informed the Council that the Laurel Park Civic Association would be installing the next two historical markers on September 19. The first recognizes *Crystal Spring* and its very interesting history. The second recognizes *Woodlawn*, the historically significant home (originally built in 1837) of Roberta and Price Reinert at 211 Robinson Lane. LPCA thanks the Reinerts for funding this marker. The Civic Association is already planning the next marker, on *Rainbow Lake*, for installation in 2012.

2. Discussion, Budget Closeout for FY 2010-2011. Mr. Ball reviewed with Council the FY 2010-2011 budget through August 31, 2011. In broad terms, he stated that estimated General Fund revenues were approximately \$45,000 above projections. The last two distributions of sales tax exceeded budget 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, the auditor would be present to review the draft audit for FY 2010-2011 with Council.
3. Discussion, NCLM Governmental Affairs Update. Mr. Ball stated that he had attended a North Carolina League of Municipalities Government Affairs Update on August 26. He presented three items to Council: a small brochure of the NCLM Advocacy Team, an information paper on the highlights of the 2011 legislative session, and the NCLM 2011-2012 Municipal Advocacy Goals.
4. Discussion, Commercial/Noncommercial Wireless Communications. Mr. Ball stated that he had presented to Council at the last work session a draft of a proposed update to the zoning ordinance dealing with commercial and noncommercial wireless communications regulations. The Planning Board had been working the issue and the language within the documents for the past year. He recommended that Council set a special work session to go over the information. Council concurred and selected Tuesday, October 18, 2011 at 10:00 a. m. in Town Hall for the work session. The item will be added to the September 20, 2011 agenda for final approval.
5. Discussion, AT&T Easement Request. No new information was discussed on the subject.
6. Discussion, PSNC Project. Mr. Ball informed Council that Public Service Gas was planning to extend the natural gas service line along Hebron Road from Laurel Park Highway (near the Hebron water tanks) to Cedarbrook Drive. Although all the details have not been completed, the work could begin by the later part of October.
7. Discussion, Blue Ridge Community College Ambassador Program. Mr. Ball stated that he had attended the first session of the Blue Ridge Community College Ambassador Program. The course was well worth the time invested and stated that a member of the Council might want to attend the next session offered.
8. Discussion, Rhododendron Lake. Mr. Ball stated that Clement Riddle, of ClearWater Environmental, had presented him a draft copy of the final plans for the stream restoration project. He had addressed the comments received from several governmental review agencies concerning the project. He expected to submit the updated plan by the end of the month. He still hoped to complete all the permitting within the next couple of months.

Mayor Johnson stated he had talked with Toni Youngblood. She wished to ask Council again if there was interest in purchasing the entire lot that she owns adjacent to the proposed Rhododendron Lake Park. Council decided not to pursue the issue at this time.

Council reviewed the survey work pertaining to purchasing a section of Toni Youngblood's property. Council agreed to purchase the two areas identified on the survey and directed Mr. Ball to have the work survey completed. Council directed Mr. Ball to move forward with the purchase of the James Lancaster property.

9. Discussion, Unknown Owner Parcels update. Mr. Ball stated that, since last month, the County Land Records Office had worked on one additional unknown parcel. As reported last month, work had been completed on one of the thirteen parcels and ownership had been reestablished due to the title work provided by the Town.

10. Discussion, Population update. Mr. Ball informed Council that he had received the first population update for the State Demographer from the 2010 Census. As of July 1, 2010 the certified population estimate for the Town was 2,188, which was a slight increase from the 2,180 2010 Census figures.
11. Discussion, Water Letter of Concern. Mr. Ball discussed a letter he and the Mayor received from Valerie J. Klevan of 122 Country Ridge Road; the letter addressed two issues. The first issue was dissatisfaction with the disconnection of her water service due to a delinquent water bill in the amount of \$14.26. She stated she had never been late on any previous water bills and had been traveling abroad at the time her account became delinquent. The second issue was her dissatisfaction with sharing a water meter with another resident. She stated that the Town should pay the entire cost to fix that situation.

Mr. Ball explained to Council that, within the Country Ridge development, there were five shared water meters and that current Town ordinances do not allow the installation of any new shared meters. The Town has agreed that, for any residents who wished to re-plumb their properties to eliminate a shared water meter, it would set the additional water meter for free. Mr. Ball stated that he had assisted the residents at one of the units to accomplish that.

Mayor Johnson recommended that Ms. Klevan be given a credit for the late fee and disconnect charges and that staff recommend bank drafting to her as a means of future payment, as well as, explain the Town's position in reference to shared water meters. Council concurred.

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

An Orientation for New Mayors is scheduled for Monday, November 28, 2011 from 9:00 am to 4:00 pm at Western Carolina University, Cullowhee.

The annual Employee Christmas Dinner at Echo Mountain Inn is scheduled for December 10, 2011.

The 2012 Essentials of Municipal Government is scheduled for January 25-26, 2012 in Asheville at the Doubletree Biltmore.

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.

ATTEST:

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Henry T. Johnson, Mayor

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Kimberly B. Hensley, CMC  
Town Clerk

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Date