

TOWN OF SEVEN DEVILS

Regular Town Council Meeting
Tuesday, August 11, 2020
5:30pm

***In order to maintain the safety of Town residents, Staff and Council Members, the Town Council Meeting will be conducted electronically
Public Comments can be emailed to:
townclerk@sevendeils.net by Noon on Tuesday, August 11th
To connect to the meeting, details are provided below:***

Agenda

- 1) CALL TO ORDER – Roll Call
- 2) PRAYER/INVOCATION
- 3) PLEDGE OF ALLEGIANCE
- 4) ADOPT AGENDA
- 5) CONSENT AGENDA
Approve minutes of Town Council Meeting – July 14, 2020
- 6) CITIZENS COMMENTS
- 7) ADMINISTRATIVE UPDATE
- 8) OLD BUSINESS – None
- 9) NEW BUSINESS
A. Interactive Web App – Jewel McKinney – Parks & Rec Tech
- 10) COMMITTEE REPORTS
A. Board of Adjustment – No meeting
B. Planning Board – No meeting
C. Public Works – No meeting
D. Public Safety Committee – No meeting
E. Parks & Recreation Committee – No meeting
F. TDA – July minutes
G. ABC Board – June minutes
H. Tree Committee – No meeting
I. Public Safety Department
(i) Police Report
(ii) Fire Report
J. Financial Reports
- 11) COUNCIL COMMENTS
- 12) ADJOURN

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/336535325>

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Access Code: 336-535-325

**TOWN OF SEVEN DEVILS
REGULAR TOWN COUNCIL MEETING
TUESDAY, JULY 14, 2020
5:30PM**

The Seven Devils Town Council met for a Regular Meeting and the format of this meeting was dual Electronic – Go To Meeting #982682077 and In-Person at Town Hall on Tuesday, July 14, 2020. Attendance In-Person included Mayor Larry Fontaine, Mayor Pro Tem Brad Lambert & Member Wayne Bonomo. Members Leigh Sasse & Jeffrey Williams attended remotely with visible video display. A quorum was met. Also present In-Person – Town Manager Debbie Powers & Town Attorney Rob Angle; the minutes were recorded by Town Clerk Hillary Gropp.

CALL TO ORDER

Mayor Fontaine called the meeting to order at 5:31pm.

PRAYER/INVOCATION

Mayor Fontaine gave the Invocation for the Council meeting.

PLEDGE OF ALLEGIANCE

Council members and Citizens recited the Pledge of Allegiance.

ROLL CALL

Each Council member stated their name & announced their presence for the Roll Call.

ADOPT AGENDA

Member Bonomo made a motion to adopt the agenda; Mayor Pro Tem Lambert seconded the motion. All members agreed.

CONSENT AGENDA**Adopt minutes of Public Hearing & Town Council Meeting – June 25, 2020**

Mayor Pro Tem Lambert made a motion to approve and adopt the minutes; Member Bonomo seconded the motion. All members agreed.

CITIZENS COMMENTS

No citizens comments were emailed to the Town Clerk; No citizens comments In-Person.

ADMINISTRATIVE UPDATE

Town Manager Powers provided the following update:

- Watauga County will be offering COVID19 testing at WHS on July 18th
- Staff attended 29 Zoom meetings in June
- SOE updates include extending Phase II until August 7th
- Town Summer events are being evaluated weekly, with cancellations as needed.
- (CRF) approx. Coronavirus Relief Funds to the Town by Avery = \$7,000 & Watauga = \$20,000
- Watauga County holds weekly Emergency Mgmt. meetings on Thursdays @ 4:30pm

Tree Permits – 6 Projects – 1 Fence Permits – 0
Complaints – 8 Violation Letters – 0 Stop Work Orders – 0
Real Estate Closings - 6

OLD BUSINESS - None

NEW BUSINESS

A. New Police Officer

Police Officer Kent Howell was introduced to the Town Council. A ceremonial Oath of Office was given; the official Oath of Office was administered on Thursday, June 25th at Town Hall. ~CLOSED~

B. Proclamation of Recognition

Town Council presented a Proclamation of Recognition to Sarah Manning for her years of service on the High Country ABC Board. ~CLOSED~

C. Financial Trends

Manager Powers presented the Financial history of FY19-20 for the following: TDA, ABC and Sales Tax Distribution, which are 3 revenue sources for the Town. The graph reflects the decrease in Occupancy Tax & Sales Tax during the final quarter of the FY, with ABC remaining the same. Manager Powers will provide monthly Financial updates. ~CLOSED~

COMMITTEE REPORTS

Board of Adjustment – No meeting

Planning Board- No meeting

Public Works Committee – No meeting

Public Safety Committee – July minutes

Parks & Recreation Committee – No meeting

TDA – June minutes

ABC Board – May minutes & FY20-21

Tree Committee – No minutes

Public Safety Department

Police Report

Fire Report – None

COUNCIL COMMENTS

Mayor Pro Tem Lambert shared good news with fellow Council members about the promotion of rank/duties for his son and his service in the US Navy.

Member Williams commented to all to be diligent and wear a face mask during COVID19.

ADJOURN

Mayor Pro Tem Lambert made a motion to adjourn; Member Bonomo seconded the motion. All members agreed. The meeting adjourned at 5:56pm.

Larry Fontaine, Mayor

Hillary Gropp, Town Clerk

TOWN COUNCIL MEETING

Administrative Update

August 11, 2020

July 2020 items:

1. “Show Your Love” campaign masks – AppHealthCare
2. COVID-19 updates
3. Watauga County Revaluation 2022
4. New Roof on New Town Hall
5. Bear Decorating Contest results
6. BB&T is transitioning to Truist – Shoppes of Tynecastle
7. On-site Annual Audit – Tuesday, August 4th
8. PARTF meeting – postponed until September

- Tree Permits – 6
- Projects – 4
- Fence Permits – 0
- Complaints – 16
- Violation letters – 0
- STOP WORK ORDERS - 0
- Real Estate Closings – 6

AGENDA ITEM 7) Complaints

<u>Date</u>	<u>Last Name</u>	<u>First Name</u>	<u>St #</u>	<u>Street Name</u>	<u>Complaint Topic</u>	<u>Complaint Specifics</u>	<u>Resolution</u>
1-Jul	Libre	Giovanni	161	Jaybird	mailbox	wanted our permission to install mailbox; referred to BE PO; claims he could not reach them - 5 calls	told him Town could not give permission or direction on postal matters
4-Jul	Patrick	Katie	986	Skyland	parking	Otter Falls parking along "her" road; leaving garbage and damage to her property - "you do nothing"	Chief Johnathan investigates & informs that Skyland is State Road & State jurisdiction, unless defined travel hazard is apparent, cannot take action
5-Jul	McConnell	Ann	161	WW	105 light	"who removed traffic light at 105?"	Never had a light at intersection
5-Jul	Lundy			BridlePath	restrictions	vacant parcels - wants to build yurts and rent them out	Not allowed in the Ordinance
7-Jul	Patrick	Katie	986	Skyland	parking	called SHP 2 times & phone just rang & no answer; wants cell #s of our officers	SHP # rolls over to dispatch; gave our police line # & encouraged to call 24/7
7-Jul	Meilus	Ed	129	FifthFairway	water meter	pipe is tilted to one side - problem?	Public Works checked; it is normal
7-Jul	Meilus	Ed	129	FifthFairway	drainage	need DOT to re-work drainage on his property to prevent damage	provided contact info; informed him that DOT will not work on private property
9-Jul	Clarke	Jim	1394	Skyland	concerts	(post on Facebook) response to cancelled music outdoor concert "You don't think we're capable of social distancing - shame"	per Governor's Executive Order, Town cannot hold outdoor activity exceeding 25 people; not an option
10-Jul	Clarke	Jim	1394	Skyland	concerts	(post on Facebook) response: "so we can have pickleball, but not a concert-wrong in so many ways"	per Governor's Executive Order, Town cannot hold outdoor activity exceeding 25 people; pickleball never exceeds 25
11-Jul	Patrick	Katie	986	Skyland	parking	Otter Falls parking along "her" road; email complaint	responded to call SHP, not email Town after hours
11-Jul	Patrick	Katie	986	Skyland	parking	Otter Falls parking; police and management are a joke, I'm just a resident who pays your salary (apologized later via email)	Told her again of procedure to call SHP for assistance if she or her property are in danger.
13-Jul	McLean	Lou	130	Wildwood	garbage	Otter Falls garbage-used masks wipes tossed along roadway	Jewel picks up all garbage in Otter Falls weekly; cannot control the general population regarding disposal of waste.
15-Jul	Gentry	Colleen		HRV	Otter Falls	"Corona Falls" "hundreds of people there, dangerous parking" "irresponsible Town"	Aware of popularity of Otter Falls; generally everyone is well behaved and social distancing.
17-Jul	RENTER			LakesComm	amazon	"Where's my Amazon delivery?" (very angry)	Advised to track his package online or call property manager; Town does not accept or control random deliveries.
18-Jul	Patrick	Katie	986	Skyland	parking	"You should charge parking fees like Valle Crucis Park"	Otter Falls is a public park/open to public Valle Crucis Park is a non-profit & able to charge fees
27-Jul	Gentry	Byron		HRV	Otter Falls	"Help, we are overwhelmed by Corona Falls - you need to do something" emailed at 8:40pm	Call Police if you are having an issue - do not email Town employees after hours.

**Town of Seven Devils
Tourism Development Authority Meeting
July 28, 2020**

The Town of Seven Devils Tourism Development Authority met in regular session on Tuesday, July 28, 2020 at Old Town Hall. Chair Anne Fontaine, Member Tom Gidley, Member Richard Blonshine, Town Manager Debbie Powers, Finance Officer Helga Sappington and Police Chief Johnathan Harris were present. Member Leigh Sasse was absent.

Call to Order

Chair Anne Fontaine called the meeting to order at 9:00 am.

Adopt Agenda and Approve Minutes

Member Tom Gidley made a motion to adopt the agenda and to approve the minutes from the June 23, 2020 meeting. Member Richard Blonshine seconded the motion. The motion passed unanimously.

Citizen Comments

Brad Lambert and Wayne Bonomo were present.

Old Business

- There was a discussion on the Old Town Hall remodel, camera system, entry system and exercise equipment. Member Richard Blonshine made a motion to approve up to \$ 45,000.00 for the remodel, camera system and entry system. Member Tom Gidley seconded the motion. The motion passed unanimously. The TDA members will revisit the exercise equipment after the remodel is completed.

New Business

- Town Manager Debbie Powers updated the TDA members on COVID-19 regulations.

Email/Invoice Approvals:

Financial Statement

- Member Richard Blonshine made a motion to approve the financial statements. Member Tom Gidley seconded the motion. The motion passed unanimously.

Board Comments

- The TDA members suggested exploring the possibility of additional parking for Otter Falls.
- Town Manager Debbie Powers updated the TDA members on grant updates for Peak Mountain Trail.
- The TDA Members talked about the positive outcome of the Bear decorating contest.

Adjourn

At 9.40 am, Member Richard Blonshine made a motion to adjourn. Member Tom Gidley seconded the motion. The motion passed unanimously.

AGENDA ITEM 10) G.

High Country ABC Budget Hearing

June 18, 2020

The 2020-2021 Budget Hearing was held on Thursday, June 18 at 4 pm. Upon motion duly made by Donna Dicks, seconded by David Miller, it was voted to open the budget hearing. There were no comments or visitors at the hearing. Upon motion duly made by Donna Dicks, seconded by David Miller, it was voted to close budget hearing.

High Country ABC Board Meeting Minutes

June 18, 2020

The High Country ABC Board held its monthly meeting on Thursday, June 18 at 4:15 pm. Board chair Sarah Manning, board member Donna Dicks, alternate board member David Miller, alternate board member Robin Dunn, alternate board member Leigh Sasse and general manager Sara Brewer were present. Anne Fontaine was also present and was introduced to board members as she will be joining the board in July, taking Sarah Manning's place. Winston Amman was absent due to car trouble; David Miller represented Sugar Mountain.

Before the meeting, general manager Sara Brewer read the following conflict of interest statement; "In accordance with 18B-201, it is the duty of every board member to avoid both conflicts of interest and appearances of conflicts. Does any board member have any conflicts of interests or appearances of conflicts with any matters coming to the board today?" Hearing none, the meeting continued.

Upon motion duly made by David Miller, seconded by Donna Dicks, it was voted to approve today's agenda. Upon motion duly made by Donna Dicks, seconded by David Miller, it was voted to approve last month's minutes.

General manager Sara Brewer had invited Brady Combs, CPA, to the meeting to discuss online banking with board members. He was unable to

attend, but sent an email with his thoughts on the matter. He suggested that we have a "second level of authorization to meet adequate internal control

requirements necessary for handling taxpayer dollars". The board asked Sara to check with our bank about the details of setting up this program.

General manager Sara Brewer reported to the board that May's sales were down \$19,599 over May of last year. Total sales were \$300,860 with retail showing an increase but mixed beverage showing a decrease.

Upon motion duly made by Sarah Manning, seconded by David Miller, it was voted to approve the budget for the 2020-2021 fiscal year.

Old business:

- The law enforcement contract has been revised to change "employee" to "contractor."
- The board discussed the monthly financials and made a budget amendment which is included with these minutes.

New business:

- The board discussed renewing the contract with Mary Howell, Alcohol Abuse Educator. Sara Brewer was asked to talk with Mary eliminating Power Point in her presentations because of the quality of the slides and lack of attention from students. Also, Sara will suggest that Mary contact Ruth Shirley, former Avery Middle School Principal and now Board of Education member. The Board members felt that Ms. Shirley could help Mary in reaching specific students. A motion was made by Donna Dicks, seconded by David Miller, to renew the contract with Mary Howell for the upcoming school year. It was voted on and approved by the board.
- Sara Brewer will reach out to Doug Owen, Cycle4Life, and Mountain Alliance to update the board on the progress of their camps and programs.
- The ABC employees had requested adding vision and dental insurance to their benefit package. General manager Sara Brewer received a quote from BCBS for approximately \$56/month for both. Upon motion duly made by Donna Dicks, seconded by David Miller, it was voted and approved to add vision and dental insurance with the board paying 90% and the employee paying 10%.
- The board discussed increasing the amount it pays to the Town of Banner Elk for use of a vehicle for the ABC Officer. Currently the amount is \$162

per quarter. Upon motion duly made by Donna Dicks, seconded by David Miller, it was voted and approved to increase this amount to \$200 per quarter beginning in the new fiscal year.

There were no citizens in attendance.

Saturday, July 4th, is a mandatory closing day for the ABC store.

The next scheduled meeting will be Thursday, July 16 at 4:15 pm.

Upon motion duly made by Donna Dicks, seconded by David Miller, it was voted to adjourn the meeting.

Sarah Manning, Board Chair

Donna Dicks, Board Member

Winston Amman, Board Member date approved

MONTHLY FINANCE REPORT
 July 2020 - 8.3%

	Budget	Actual			%
	Total	Previous	July	YTD	100%
Section 1. General Fund					
Anticipated Revenues by Category					
Ad Valorem Taxes	806,000	0	1,863	1,863	0.23%
State Share Revenue	109,510	0	5,146	5,146	4.70%
ABC Distribution	100,000	0	30,500	30,500	30.50%
Powell Bill Allocation	22,500	0	0	0	0.00%
Permits and Fees	1,000	0	54	54	5.40%
Sales Tax	120,000	0	12,369	12,369	10.31%
Misc Revs, Govt Grants, Sale of Assets	136,800	0	1,750	1,750	1.28%
Capital Reserve Fund/FB	222,075	0	0	0	0.00%
Occupancy Tax	150,000	0	23,768	23,768	15.85%
Total	1,667,885	0	75,450	75,450	4.52%
Authorized Expenditures by Department					
Governing Board	16,250	0	980	980	6.03%
Administrative	491,534	0	71,369	71,369	14.52%
Public Safety	466,244	0	53,363	53,363	11.45%
Fire Protection	109,098	0	1,909	1,909	1.75%
Planning	1,500	0	0	0	0.00%
Parks & Rec	52,001	0	3,936	3,936	7.57%
Public Works	358,758	0	36,459	36,459	10.16%
Powell Bill	22,500	0	0	0	0.00%
Tourism Development Authority	150,000	0	23,768	23,768	15.85%
Total	1,667,885	0	191,784	191,784	11.50%

MONTHLY FINANCE REPORT
July 2020 - 8.3%

	Budget Total	Actual			%
		Previous	July	YTD	
Section 2. Enterprise Fund					
Anticipated Revenues by Category					
Water Operating Revenues	221,500	0	21,249	21,249	9.59%
Water Taps and Connections	0	0	0	0	0.00%
Non Operating Revenues	754	0	20	20	2.65%
Capital Reserve for Capital Outlay	0	0	0	0	0.00%
Total	222,254	0	21,269	21,269	9.57%
Authorized Expenditures by Department					
Water-Operating	119,571	0	8,807	8,807	7.37%
Non Operating	102,683	0	2,622	2,622	2.55%
Capital Outlay	0	0	0	0	0.00%
Total	222,254	0	11,429	11,429	5.14%

Activity Log Event Summary (Cumulative Totals)

SEVEN DEVILS PUBLIC SAFETY

(07/01/2020 - 07/31/2020)

Alarm Activation	2	Animal Complaint	1
Assist another officer (Seven Devils)	2	Assist Avery Sheriffs Office	3
Assist Motorist	1	Assist Other Department	5
Assist Watuaga Sheriffs Office	1	Business Check	649
Business Closing	1	Disturbance	1
Extra Patrol	13	Medical	1
Ordinance Violation	2	Patrol	139
Residence Check	2	Trespassing	1
Unwanted Person	1	Vehicle Stop	1
Warning Citation	2		

Total Number Of Events: 828

SEVEN DEVILS FIRE DEPARTMENT

1356 Seven Devils Road, Seven Devils, N.C. 28604

(828) 963-5343 (828) 963-6760

Fax (828) 963-1129

Fire Chief Bobby Powell

June 2020

Fire Call: 1
Medical Call: 2
Training sessions: 2
Total Man-hours: 52 Hrs.

This month we received a North Carolina Office of State Fire Marshall fire grant for a total of \$60,093.00. This is a 50/50 matching grant. This grant will be used for firefighting, medical and rescue equipment. We are purchasing a propane generator for town hall it will automatically power town hall if the power goes out. Turnout gear and firefighting equipment with this grant.

All the fire trucks passed pump test this year and all have been serviced as required.

1 Fire Call: 1 Missing Person
0 Medical calls: 0

Thank You,
Bobby Powell