

TOWN OF SEVEN DEVILS
TOWN COUNCIL MEETING AGENDA
March 14, 2017

- 1) CALL TO ORDER – 5 PM
- 2) PLEDGE OF ALLEGIANCE
- 3) OPEN PUBLIC HEARING – RECREATIONAL TRAILS PROGRAM GRANT
 - A. PRESENTATION – ERIC HIEGL – BR CONSERVANCY/KELLY COFFEY – HCCOG
 - B. PUBLIC COMMENTS
- 4) CLOSE PUBLIC HEARING
- 5) RECESS
- 6) CALL TO ORDER FROM RECESS – 5:30 PM
- 7) ADOPT AGENDA
- 8) CONSENT AGENDA
 - A. MOTION FOR CONSIDERATION
 - (i) Adopt minutes of Public Hearing & Town Council Meeting on February 14, 2017
 - (ii) Adopt minutes of Public Hearing on February 22, 2017
- 9) CITIZENS COMMENTS
- 10) ADMINISTRATIVE UPDATE
- 11) OLD BUSINESS - NONE
- 12) NEW BUSINESS
 - A. SALES TAX DISTRIBUTION FROM WATAUGA COUNTY
 - (i) Seven Devils Resolution #2017-02
 - (ii) Joint Resolution #2017-xx
- 13) COMMITTEE REPORTS
 - A. Planning Board – No February meeting
 - B. Public Works – No February meeting
 - C. Public Safety Committee – February minutes
 - D. Recreation Commission – No February meeting
 - E. TDA – February minutes
 - F. ABC Board – Approved January 12, 2017 Minutes
 - G. Public Safety Department
 - i. Police Report
 - ii. Fire Report
 - H. Financial Report
- 14) COUNCIL COMMENTS
- 15) ADJOURN



RESOLUTION

#2017-01

IN SUPPORT OF TRAIL DEVELOPMENT AND PARKS AND RECREATIONAL IMPROVEMENTS WITHIN THE TOWN LIMITS OF THE TOWN OF SEVEN DEVILS

WHEREAS, The Town of Seven Devils recognizes the desire of residents and visitors alike to enjoy parks and recreational services and green spaces; and

WHEREAS, The Town of Seven Devils endeavors to create and preserve natural resources for the enjoyment of citizens for future generations; and

WHEREAS, in order to address recreational needs in the future, the Town of Seven Devils has allocated \$20,000 in financial resources to expand trails, parks, and recreational green spaces; and

WHEREAS, The Town of Seven Devils has adopted a Parks and Recreation Master Plan, dated May 10, 2016;

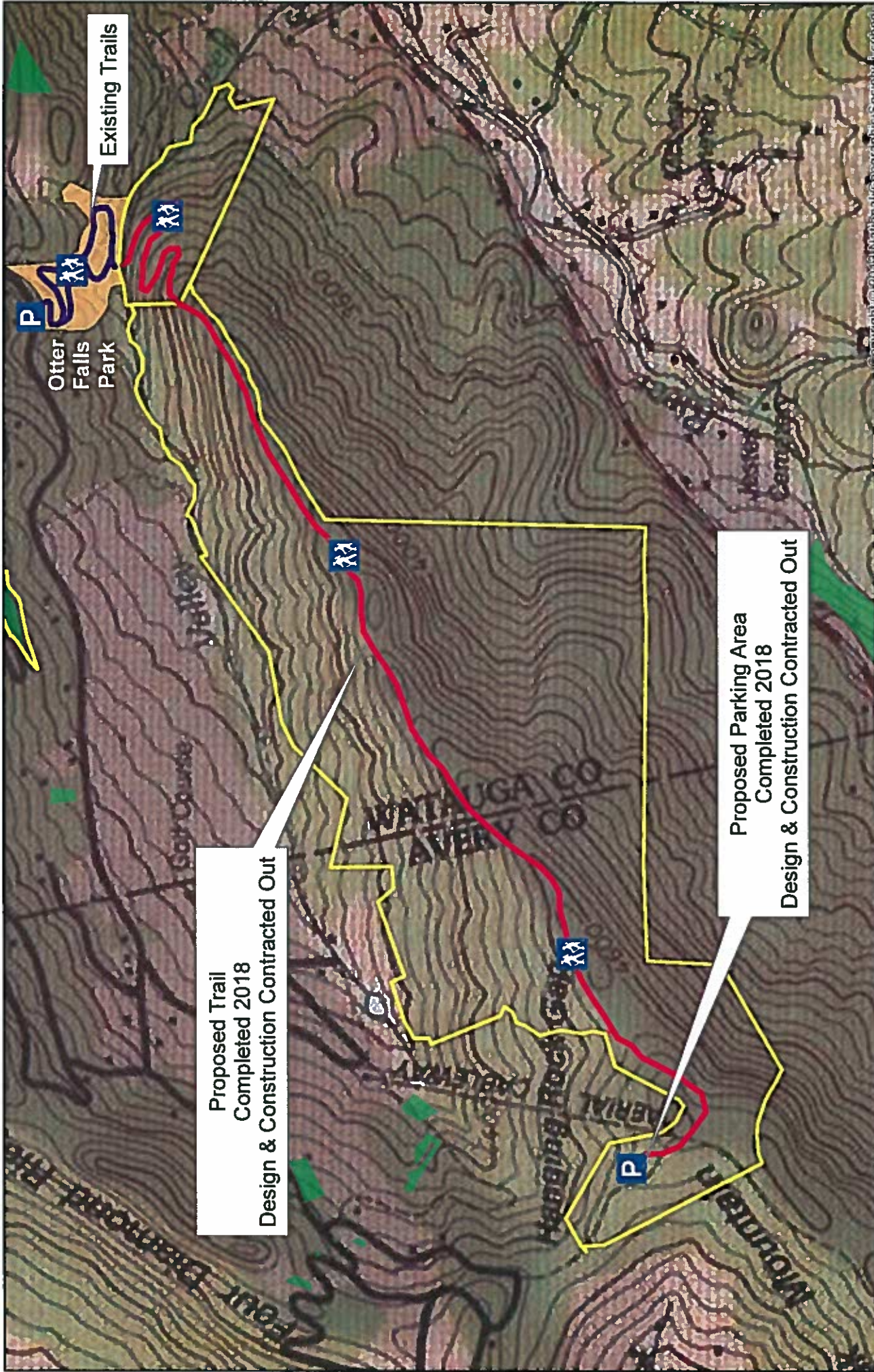
NOW, THEREFORE, BE IT RESOLVED: The Town of Seven Devils Town Council firmly resolves to accept and support the administration of the North Carolina Recreational Trails Program Grant for Peak Mountain Trails, with a \$20,000 match in funding, and completion within two (2) years.

ADOPTED, this 14th day of February, 2017.

ATTEST:

Larry Fontaine, Mayor

Hillary Gropp, Town Clerk



Existing Trails

Otter Falls Park

Proposed Trail Completed 2018 Design & Construction Contracted Out

Proposed Parking Area Completed 2018 Design & Construction Contracted Out

Peak Mountain Trail

Blue Ridge Conservancy
 PO Box 568
 Boone, NC 28607
 (828) 264-2511
www.blueridgeconservancy.org



Project Specific Map

-  Otter Falls Park
-  Subject Property

Prepared by Blue Ridge Conservancy 2017. Source: USGS & Avery & Watauga County Tax Mapping

**TOWN OF SEVEN DEVILS
PUBLIC HEARING & TOWN COUNCIL REGULAR MEETING**

February 14, 2017

The Seven Devils Town Council met for a Public Hearing for a Zoning Map Amendment/UDO Change on Tuesday, February 14, 2017, at 5:00PM and in a Regular Meeting at 5:30 PM at Town Hall. Present at the Public Hearing were Mayor Larry Fontaine, Mayor Pro Tem Brad Lambert, Council Members Kay Ehlinger, David Hooper, and Town Manager Debbie Powers; Town Attorney Rob Angle joined at the Regular Meeting; Member David Ehmig was absent. The minutes were recorded by Town Clerk Hillary Gropp.

PLEDGE OF ALLEGIANCE

Council members and citizens recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Fontaine explained the rules of a Public Hearing and then asked for a motion to open the Public Hearing.

Mayor Pro Tem Lambert called to open the Public Hearing at 5:00PM. Member Ehlinger seconded the motion. The members agreed unanimously.

PUBLIC HEARING PRESENTATION

Town Manager Powers made a brief presentation to explain the recommendation of the one (1) additional Zone Code with a designation of "PARKS". Currently this code does not exist, even though parcels of land are being used as such. The Official Zoning map of the Town of Seven Devils, dated September 10, 2013 will reflect the "PARKS" with the color of purple. These changes will also be reflected in the Unified Development Ordinance.

PUBLIC COMMENTS

Sarah Manning, 277 Four Diamond Drive, asked what the light green color represents (Low Density Residential) on the Zoning map. Sarah posed this as a question, rather than a comment and did not sign up or stand to speak, as this was for her clarification in viewing the Zoning map.

Mayor Fontaine explained that recently the Town Council and Planning Board adopted a set of ordinances that pertains to "Parks" only, and tonight's actions help solidify all the steps of Rezoning in regards to "Parks".

CLOSE PUBLIC HEARING

With no public comments, Mayor Pro Tem Lambert made a motion to close the Public Hearing. Member Hooper seconded the motion. The members agreed unanimously.

RECESS

Member Hooper made a motion to recess. Member Ehlinger seconded the motion. The members agreed unanimously.
A recess was taken at 5:05pm.

CALL TO ORDER FROM RECESS – 5:30PM

Mayor Fontaine asked for a motion to come out of recess. Mayor Pro Tem Lambert made a motion to come back from recess. Member Hooper seconded the motion. The members agreed unanimously.

ADOPT AGENDA

Member Ehlinger made a motion to adopt the agenda. Member Hooper seconded the motion. The members agreed unanimously.

CONSENT AGENDA

ADOPT MINUTES OF REGULAR TOWN COUNCIL MEETING—January 10, 2017

Member Ehlinger made a motion to adopt the Consent Agenda. Member Hooper seconded the motion. The members agreed unanimously.

CITIZEN COMMENTS

Kay Lambert, 430 Wildcat Rocks Road, announced Safety Fest will be held on Saturday, July 1, 2017. She asked for volunteers, help will be needed for this event.

ADMINISTRATIVE UPDATE

Manager Powers gave a summary of the administrative update.

Hillary Gropp, is the Town Clerk, effective January 30, 2017 and will be taking the Oath of Office later during tonight's Town Council meeting.

Cody Fields, has been hired to the Police Department as a full-time officer for night shift; Additionally, Jonathan Harris has been moved to the Sargent position during the daytime shift. Eddie Hughes will be the senior officer during the night shift.

Real Estate property tax update - Delinquent property taxes are posted in Town Hall and will be posted on the Seven Devils website in early March.

Sold equipment from Public Works – Sale of Assets \$13,400.00

Skyline Drive waterline project is over half done and more intensive work is scheduled; paid to date \$34,000.

Sewer Treatment Plant on Aldridge Road is in the process of acquiring an extra half acre of land to allow for an adequate size of land to complete the project. Discussion incurred about possible future development of surrounding land and the Sewer Treatment Plant will help support this. DOT has given approval on Highway 105 boring.

Manager Powers recently attended the Urban & Community Forestry Grant workshop; This grant will work in conjunction with the Seven Devils plan of becoming a Tree City USA. Arbor Day celebration is April 28th, and a tree will be planted. Helga Sappington attended a workshop with the Avery County Tax office.

Updates were given in regards to Permits, Projects, Complaints, Real Estate Closings, as well as Citizens complaints.

Photos of the observation deck at Otter Falls were shown, as well as a brief update on the current status of the project.

Mayor Pro Tem Lambert asked that any/all Citizen's complaints have been resolved and do not carry over from a previous month.

OLD BUSINESS - NONE

NEW BUSINESS

James Tomberlin, Wildlife Biologist/NC Wildlife Commission gave a slide presentation with an overview of the deer inventory and over population in Seven Devils. Mr. Tomberlin spent time in January 2017 with Kevin Aldridge, Public Works and Manager Powers to personally view the local habitat and to better understand the effects of the deer population, therefore offering solutions from destruction of the environment by deer. Mayor Fontaine would like to have more information gathered from other towns and their solutions/ordinances as most likely a committee will need to be formed in Seven Devils. The Council will discuss at the Town Council retreat in March 2017. No action taken.

Zoning Map Amendment/UDO Change – Mayor Fontaine, with no further discussion on the topic following the Public Hearing was ready for a motion to approve and accept; Mayor Pro Tem Lambert made a motion to approve; Member Hooper seconded the motion; The members agreed unanimously. ~CLOSED~

Calendar of Events - The Town Council Retreat has been set for Thursday, March 9th, at 10:00am – 2:00pm at Foscoe Grandfather Community Center. ~CLOSED~

Hillary Gropp, was sworn in with the Oath of Office for Town Clerk and Tax Collector.

**RESOLUTION
#2017-01**

IN SUPPORT OF TRAIL DEVELOPMENT AND PARKS AND RECREATIONAL IMPROVEMENTS WITHIN THE TOWN LIMITS OF THE TOWN OF SEVEN DEVILS

WHEREAS, The Town of Seven Devils recognizes the desire of residents and visitors alike to enjoy parks and recreational services and green spaces; and

WHEREAS, The Town of Seven Devils endeavors to create and preserve natural resources for the enjoyment of citizens for future generations; and

WHEREAS, In order to address recreational needs in the future, the Town of Seven Devils has allocated \$20,000 in financial resources to expand trails, parks, and recreational green spaces; and

WHEREAS, The Town of Seven Devils has adopted a Parks and Recreation Master Plan, dated May 10, 2016;

NOW, THEREFORE, BE IT RESOLVED: The Town of Seven Devils Town Council firmly resolves to accept and support the administration of the North Carolina Recreational Trails Program Grant for Peak Mountain Trails, with a \$20,000 match in funding, and completion within two (2) years.

ADOPTED, this 14th day of February, 2017.

ATTEST:

Larry Fontaine, Mayor

Hillary Gropp, Town Clerk

Member Hooper made the motion to approve; Member Ehlinger seconded the motion; The members agreed unanimously. ~CLOSED~

COMMITTEE REPORTS

Planning Board
Public Works—No Meeting
Public Safety Committee
Recreation Commission
TDA
ABC Board
Public Safety Department
 Police Report
 Fire Report
Financial Report

COUNCIL COMMENTS

Manager Powers added the deadline for grant being written by Kelly Coffey at HCCOG and Eric Hiegl at BR Conservancy is February 24, 2017; a preliminary Public Hearing has been scheduled for Wednesday, February 22, 2017 at 5:00pm and formal Public Hearing on March 14, 2017 at 5:00pm with a presentation by Kelly Coffey and Eric Hiegl.

ADJOURN

Member Ehlinger made a motion to adjourn. Mayor Pro Tem Lambert seconded the motion. The members agreed unanimously. The meeting adjourned at 6:40pm.

Larry Fontaine, Mayor

Hillary Gropp, Town Clerk

**TOWN OF SEVEN DEVILS
PUBLIC HEARING
February 22, 2017**

The Town of Seven Devils met for a Public Hearing for the Recreational Trails Program Grant on Wednesday, February 22, 2017, at 5:00PM at Town Hall. Present at the Public Hearing were Council Members Kay Ehlinger, David Hooper, and Town Manager Debbie Powers; Mayor Larry Fontaine, Mayor Pro Tem Brad Lambert, Member David Ehmig were absent. Also in attendance were Chuck Davis-Police Chief, Jimmy Keener-Assistant Police Chief, Bobby Powell-Fire Chief and George Ehlinger-Resident. The minutes were recorded by Town Clerk Hillary Gropp.

CALL TO ORDER

Manager Powers opened the Public Hearing at 5:00 pm.

PLEDGE OF ALLEGIANCE

Council members and citizens recited the Pledge of Allegiance.

PUBLIC HEARING PRESENTATION

Town Manager Powers made a brief presentation to explain the timeline of the grant and the resolution was passed on Tuesday, February 14, 2017 at the Regular Town Council meeting. Manager Powers explained the boundaries and designation of "PARKS" on the Official Zoning map of the Town of Seven Devils, dated February 14, 2017.

Manager Powers proceeded to read the Recreational Trails Program Grant narrative.

Discussion regarding parking issues and Rescue/First Responders occurred amongst Council members, Police Chief Davis and Fire Chief Powell.

PUBLIC COMMENTS – NONE

CLOSE PUBLIC HEARING

With no public comments, Member Ehlinger made a motion to close the Public Hearing. Member Hooper seconded the motion.

ADJOURN

The Public Hearing adjourned at 5:15 pm.

TOWN COUNCIL MEETING
Administrative Update
March 14, 2017

AGENDA ITEM 10)

1. Hillary completed Notary Public school on March 6 @ Caldwell Community
2. Helga completed the Property Tax Collection course at UNC SOG on March 9
3. Debbie and Larry attended a Re-districting meeting on February 27 in Boone. Representative Jonathan Jordan was co-host.
4. Debbie attended:
 - RTCC meeting on February 15
 - Manager's meeting @ HC COG on February 22
 - Manager meeting @ Watauga County re: Sales Tax
5. Reminder – Arbor Day celebration on Friday, April 28th – details to follow!
6. February items:
 - Tree Permits – 4
 - Projects – 2
 - Complaints – 7
 - Real Estate Closings – 4
7. Otter Falls directional sign

AGENDA ITEM 10) 6.

<u>Date</u>	<u>Last Name</u>	<u>First Name</u>	<u>Street #</u>	<u>Street Name</u>	<u>Complaint Topic</u>	<u>Complaint Specifics</u>	<u>Resolution</u>
1-Feb	Bell	Greg	135	Longview	misc	wants dropbox to pay bills	emailed; had box in past; did not work
7-Feb	Breeden	Amelia	479	Devils Lake	tax	"ridiculous" foreclosure letter	paid her tax online!
7-Feb	Nelson	Dick		High Cliff	misc	stop sign @ 105 missing	DOT will not replace island/2nd sign
7-Feb	US Bldgs	Al			misc	wanted the "real scoop" on Sara	only reveal position & Date of Hire
13-Feb	Rose	Lisa			misc	damage to road during OF const	Kevin to check out/drop gravel
15-Feb	Petty	Barbara	200	Edgecliff	water	will not pay \$5 late fee - "stupid"	signed her up for auto draft
22-Feb	Fields	Michael	202	Cliffside	water project	why do they dig hole & fill w/dirt?	staff answered questions/invited to mtgs.



RESOLUTION

2017-02

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF SEVEN DEVILS, NORTH CAROLINA, URGING THE WATAUGA COUNTY COMMISSIONERS TO MAINTAIN THE AD VALOREM METHOD OF DISTRIBUTION OF SALES TAX IN WATAUGA COUNTY

WHEREAS, N.C.G.S. §105-472 provides for the allocation of sales tax between cities and counties within North Carolina; and

WHEREAS, N.C.G.S. §105-472(b) allows a Board of County Commissioners to determine on a yearly basis, whether such allocation is made on a per capita distribution or an ad valorem distribution; and

WHEREAS, the ad valorem method of sales tax distribution recognizes the value of property is distributed equitably throughout Watauga County; and

WHEREAS, the Town of Seven Devils appreciates and values its good working relationship with Watauga County, and the ability to mutually benefit the citizens of both the Town of Seven Devils and Watauga County; and

WHEREAS, the Town of Seven Devils looks forward to continuing to assist Watauga County in addressing financial needs with Sales Tax revenues should the ad valorem method be used in determining Sales Tax distribution for fiscal year 2017-2018; and

WHEREAS, a mutually financially beneficial relationship was established previously between the Town of Seven Devils and Watauga County; and

WHEREAS, the Town of Seven Devils would like to continue this shared financially beneficial relationship for the fiscal year 2017-2018, through the budgetary process, an amount equal to seventy percent (70%) of the increase in gross revenues accruing to the Town over and above the amount which would otherwise been realized under the per capita method, to costs and expenditures as requested by Watauga County.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Seven Devils, North Carolina, hereby strongly urges the Watauga County Commissioners to exercise their authority during the month of April 2017, to maintain the ad valorem method of Sales Tax distribution in Watauga County.

Adopted this the 14th day of March, 2017.

Larry Fontaine, Mayor

Hillary Gropp, Town Clerk



RESOLUTION No. 2017-xx

A JOINT RESOLUTION BY THE TOWN COUNCILS OF THE TOWNS OF BEECH MOUNTAIN, BLOWING ROCK, AND SEVEN DEVILS, NORTH CAROLINA URGING THE WATAUGA COUNTY COMMISSION TO MAINTAIN THE AD VALOREM METHOD OF DISTRIBUTION OF SALES TAX IN WATAUGA COUNTY

WHEREAS, N.C. Gen. Stat. §105-472 provides for the allocation of sales tax between cities and counties within North Carolina; and

WHEREAS, N.C. Gen. Stat. §105-472(b) allows a Board of County Commissioners to determine, on a yearly basis, whether such allocation is made on a per capita distribution or an ad valorem distribution; and

WHEREAS, the ad valorem method of sales tax distribution recognizes the value of property is distributed equitably throughout Watauga County; and

WHEREAS, in early 2013, Watauga County Commission members voted to change the sales tax distribution method to ad valorem from per capita, to be a realized revenue benefit for three of its four municipalities; and

WHEREAS, the Towns of Beech Mountain, Blowing Rock, and Seven Devils appreciate their good working relationship with Watauga County and the ability of the Towns and the County to address issues within the community to the mutual benefit of the citizens of both the Towns and Watauga County; and

WHEREAS, the Towns of Beech Mountain, Blowing Rock, and Seven Devils are willing to continue to assist Watauga County in addressing its financial needs with sales tax revenue should the ad valorem method be used in determining sales tax distribution for the fiscal year of 2017 – 2018; and

WHEREAS, the Towns of Beech Mountain, Blowing Rock, and Seven Devils would like to continue this shared prosperity for the fiscal year 2017-2018 providing for, as part of their budgetary process, an amount equal to seventy percent (70 percent) of the increase in gross revenues accruing to the Towns over and above the amount which would have otherwise been realized under the per capita method, to costs and expenditures as requested by Watauga County; and

WHEREAS, in providing for costs and expenditures of Watauga County at an amount equal to seventy percent (70 percent) of the increase in gross revenues accruing to the Towns over and

above the amount which would have otherwise been realized under the per capita method, the opportunity exists to establish a mutually financially beneficial relationship between the Towns of Beech Mountain, Blowing Rock, and Seven Devils with Watauga County that would continue to be mutually beneficial for the foreseeable future.

NOW, THEREFORE, BE IT RESOLVED that the Town Councils of the Towns of Beech Mountain, Blowing Rock, and Seven Devils, North Carolina, hereby urge the Watauga County Commission to exercise their authority during the month of April to maintain the ad valorem method of sales tax distribution in Watauga County.

Adopted this the 14th day of March, 2017.

Seven Devils Public Safety Committee
Tuesday February 7, 2017

MINUTES

Members Present: George Ehlinger, Brad Lambert, Mike Tarlton, Dick Nelson, Tina Bailey, Earl Pariseau, Kay Lambert

Others Present: Debbie Powers (Town Manager), Chuck Davis (Police Chief), Bobby Powell (Fire Chief), Kay Ehlinger

The meeting was called to order at 5:30pm by George Ehlinger, Chairman.

Brad Lambert moved to accept the Agenda. Dick Nelson seconded. All agreed.

Mike Tarlton moved to approve the August 2, 2016 Minutes. Brad Lambert seconded. All agreed.

New Business

A. Fourteenth Seven Devils SafetyFest

* Date - Saturday July 1, 2017

* Committees/Chairs

- Safety Booth - David Hooper
- Volunteers - Mike Tarlton, Kay Ehlinger
- Sponsors/ Placemat Ads - George Ehlinger, Kay Lambert
- Raffle/Silent Auction - Kay Lambert, Dick Nelson
- Food - George Ehlinger, Kay Ehlinger, Kay Lambert
- Craft Booths - Kay Lambert

* Band - Kevin Aldridge has booked Grass County Line.

* Pepsi Wagon - Kay Lambert has contacted Pepsi Ventures in Deep Gap, NC

* Propane Tank Refills - Kay Lambert has contacted Freeman Gas

* Bounce House - Anne Fontaine has reserved it from Blowing Rock FD

* PA System and Raffle Drum

TDA has purchased one for the Town and it may be used at SafetyFest. Thank you TDA for your generous donation of \$8,000 as a Platinum Sponsor and for purchasing a sound system for Town use.

Raffle Drum - has been reserved at Boone Rental

* Ladder Truck, Smoke House, Grill - Bobby Powell has contacted parties.

* Safety Booth Items for Sale - Kay Ehlinger will look into ordering more Seven Devils ball caps, koozies and price sport bottles. David Hooper will take care of fire/safety related items.

* Major Raffle Prizes - \$1000 has been allocated for five (5) prizes. The Public Safety Committee agreed on a tv, Tanger Outlet gift card and

a porch bench. Brad and Kay Lambert will investigate tvs and other possibilities to round out the major prizes.

B. Red Cross Emergency Shelter at Seven Devils

Tina Bailey reported that she is working on getting her training and will check into a refresher course for already trained volunteers.

C. Seven Devils Fire Department Appreciation Dinner

The Public Safety Committee voted to pay for 1/3 of the dinner to be held this spring at Stonewalls in Banner Elk.

George Ehlinger canvassed members as to the need of a March Public Safety Committee meeting. All present agreed that we will skip the March meeting and will meet in April, unless one is warranted. George will be informed of any concerns that need to be addressed and will act accordingly.

The next regularly scheduled meeting will be Tuesday April 4, 2017 at 5:30pm.

Gear up and get excited about SafetyFest 2017 on Saturday July 1st!!!

Earl Pariseau moved to adjourn the meeting. Dick Nelson seconded. All agreed. The meeting was adjourned at 6:00pm.

**Town of Seven Devils
Tourism Development Authority Meeting
February 28, 2017**

The Town of Seven Devils Tourism Development Authority met in regular session on Tuesday, February 28, 2017 at Town Hall. Chair Anne Fontaine, Town Manager Debbie Powers and Finance Officer Helga Sappington were present. Member Jack Duncan was present by conference call. Member Tom Gidley was absent.

Call to Order

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

Adopt Agenda

Anne made a motion to adopt the agenda. Jack seconded the motion. The motion passed unanimously.

Approve Minutes

Anne made a motion to approve the minutes of January 24, 2017. Jack seconded the motion. The motion passed unanimously.

Citizen Comments

Larry Fontaine commented positively on the refurbished signs.

Old Business

- None

New Business

- Sam Wilson presented advertising options and rates for the High-Country Visitors Guide. Town Manager Debbie Powers will do some research on the publication. The TDA members will decide on advertising with the High-Country Visitors Guide by the April 7, 2017 deadline.
- Babette McAuliffe presented advertising options and rates for the Carolina Mountain Life 20-year Anniversary Issues. The TDA members will decide on advertising with the Carolina Mountain Life by the March 10, 2017 deadline.
- The TDA members approved to donate \$ 500.00 to support the Avery Chamber "Calendar of Events Card" printing cost. The TDA asked for 500 "Calendar of Event Cards" to include them with the Seven Devils water bill.
- The TDA members approved advertising with the High-Country Host-WNC Magazine (\$ 275.00) May/June issue.

- Debbie Powers updated the TDA Members on the:
 - Otter Falls Sign.
 - PA System.
 - Arbor Day celebration – Friday, April 28.2017
 - RTP Grant opportunity

Financial Statement

- Anne made a motion to approve the January 2017 financial statements. Jack seconded the motion and it was agreed upon unanimously.

Board Comments

- Town Manager Debbie Powers updated the TDA members on upcoming events:
 - Music on the Lawn- Johnson Brothers- June 23.2017- 6.00 to 8.00 pm
 - Safety Fest- July.1.2017
 - The Hawk Race 9.16.2017

Adjourn

At 9:50 am, Anne made a motion to adjourn. Jack seconded the motion and it was agreed upon unanimously.

High Country ABC Board Meeting Minutes
January 12, 2017

The High Country ABC Board held its monthly meeting on Thursday, January 12 at 4 pm. Board chair Mike Tarlton, board member Donna Dicks, board member Winston Ammann, alternate board member Robin Dunn, alternate board member David Miller and general Manager Sara Brewer were present. Alternate board member Sarah Manning was out of town. Attorney John Turner was also present.

Before the board 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 interests and appearances of conflicts. Does any board member have any conflict of interests or appearances of conflicts with any matters coming to the board today?" Hearing none the meeting continued.

Upon motion duly made by Winston Ammann, seconded by Donna Dicks, it was voted to approve today's agenda with the amendment to move item #6 Old business to #3a. Upon motion duly made by Donna Dicks, seconded by Winston Ammann, it was voted to approve last month's minutes.

Old Business: John Turner told the board that he is in the process of working on the easement for our "loading dock" area and the tower at the front of the store. He is in discussions with Charlie Ellis regarding the monthly maintenance fee we pay and if that should increase going forward. Mr. Turner hopes to have this agreement finished by the end of the month.

Sara Brewer had spoken with Bill Combs about limitations on a retirement gift for Larry Ruppard. Mr. Combs suggested that any monetary gift be run through payroll as a one-time bonus.

The mandatory general manager/finance officer training, instructed by Laurie Lee, has been rescheduled for Wednesday, February 15, from 12:30-2:30. Sara will get an agenda from Ms. Lee and email to board members.

Sales for December were up \$50,964 over December of last year. Total sales were \$306,945.00. For the first six months of this fiscal year, sales are up \$159,284 over the same period last year. The checking account balance was \$117,105.

New Business: Donna Dicks told the board that the alcohol education training for the Media Ready and Media Detective programs had been postponed until Wednesday, January 18. She will report at the next meeting.

Before the monthly board meeting, board members Mike Tarlton, Donna Dicks, Winston Ammann, David Miller, and general manager Sara Brewer interviewed Sean Ulmer and Bonnie O'Bryan-Betz for the position of Assistant Manager/Finance Officer. Both individuals were asked various questions from board members on their strengths, abilities, knowledge of the position responsibilities and why they felt they should be promoted to this position. After discussion with all board members, Donna Dicks made a motion to promote Bonnie O'Bryan-Betz to assistant manager. The motion was seconded by Winston Ammann. The motion was voted on and approved by the board. This transition will be taking place over the next couple of months. Larry Ruppard will be retiring in April 2017. Bonnie was notified by phone during the meeting and Sean Ulmer was notified in person of the board's decision.

There were no citizens attending the meeting.

The next scheduled meeting will be Thursday, February 9 at 4 pm.

Upon motion duly made by Donna Dicks, seconded by Winston Ammann, it was voted to adjourn today's meeting.

Mike Tarlton, Board Chair

Donna Dicks, Board Member

Winston Ammann, Board Member

date approved

Activity Log Event Summary (Cumulative Totals)

SEVEN DEVILS PUBLIC SAFETY

(02/01/2017 - 02/28/2017)

Alarm Activation	3	Assist Avery Sheriffs Office	1
Assist Emergency Medical Services	1	Assist Fire Department	1
Assist Motorist	1	Assist Other Department	1
Assist Resident	3	Assist Water Department	1
Assist Watuaga Sheriffs Office	1	Business Check	355
Extra Patrol	47	Fire Department	1
Fraud	1	Maintenance of Vehicle	3
Medical	2	Motor Vehicle Accident	2
Ordinance Violation	1	Patrol	90
Remove Debris from Roadway	1	Vehicle Parked in Roadway.	1

Total Number Of Events: 517

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

February 2017

Fire Calls: 1
Medical Calls: 3
Training sessions: 4
Total Man-hours: 130 Hrs.

We held the Transportation Information Management System (TIMS) class on February 21. This class covers how to deal safely with vehicle traffic on an emergency scene. This is a new class required by North Carolina.

We have applied for the 2017 NC State Fire Marshal Office grant. We have applied for firefighting turnout gear, thermal cameras, medical equipment and tires for the fire trucks. This is a matching 50/50 grant. We will find out May 15 if we receive this grant.

1 Fire Call: Possible structure fire NC 105, false call.
3 Medical calls: 1 Assist with a possible suicide, 2 Sick calls.

Thank You,



MONTHLY FINANCE REPORT
 February 2017 - 66.67%

Section 1. General Fund	Budget		Actual			% 100%
	Total	Previous	Feb	YTD		
Anticipated Revenues by Category						
Ad Valorem Taxes	795,678	772,190	14,857	787,047	98.92%	
State Share Revenue	115,260	67,098	5,559	72,657	63.04%	
ABC Distribution	86,000	43,000	21,500	64,500	75.00%	
Powell Bill Allocation	30,000	29,284	0	29,284	97.61%	
Permits and Fees	3,000	3,379	119	3,498	116.60%	
Sales Tax	185,400	110,895	16,145	127,040	68.52%	
Misc Revs, Govt Grants, Sale of Assets	137,521	54,490	3,327	57,817	42.04%	
Capital Reserve Fund	164,447	0	0	0	0.00%	
Occupancy Tax	95,000	70,751	13,324	84,075	88.50%	
Total	1,612,306	1,151,087	74,831	1,225,918	76.04%	
Authorized Expenditures by Department						
Governing Board	72,903	52,213	2,056	54,269	74.44%	
Administrative	289,743	150,326	15,335	165,661	57.18%	
Public Safety	467,460	256,978	27,722	284,700	60.90%	
Fire Protection	133,222	35,360	582	35,942	26.98%	
Planning	2,500	1,245	0	1,245	49.80%	
Public Works	521,478	368,372	21,226	389,598	74.71%	
Powell Bill	30,000	30,000	0	30,000	100.00%	
Tourism Development Authority	95,000	70,751	13,324	84,075	88.50%	
Total	1,612,306	965,245	80,245	1,045,490	64.84%	

MONTHLY FINANCE REPORT
February 2017 - 66.67%

	Budget		Actual			% 100%
	Total	Previous	Feb	YTD		
Section 2. Enterprise Fund						
Anticipated Revenues by Category						
Water Operating Revenues	242,424	122,522	22,434	144,956	59.79%	
Water Taps and Connections	4,000	0	0	0	0.00%	
Non Operating Revenues	4,462	2,091	36	2,127	47.67%	
Capital Reserve for Capital Outlay	47,540	0	0	0	0.00%	
Total	298,426	124,613	22,470	147,083	49.29%	
Authorized Expenditures by Department						
Water-Operating	103,208	59,761	7,430	67,191	65.10%	
Non Operating	47,893	47,732	2,622	50,354	105.14%	
Capital Outlay	147,325	48,484	59,078	107,562	73.01%	
Total	298,426	155,977	69,130	225,107	75.43%	