

**TOWN OF SEVEN DEVILS
TOWN COUNCIL WORKSHOP
FOSCOE/GRANDFATHER COMMUNITY CENTER
MARCH 22, 2018**

The Town Council of Seven Devils met for the Annual Workshop (formerly Retreat), on Thursday, March 22, 2018 at 8:30am at the Foscoe/Grandfather Community Center. Present were Mayor Larry Fontaine, Mayor Pro Tem Brad Lambert, Members Tina Bailey, Kay Ehlinger, David Ehmig. Also present were Town Manager Debbie Powers and the minutes were recorded by Hillary Gropp, Town Clerk.

CALL TO ORDER

Mayor Fontaine called the meeting to order at 8:43am.

PLEDGE OF ALLEGIANCE

Council members and staff recited the Pledge of Allegiance.

ADOPT AGENDA

Mayor Pro Tem Lambert made a motion to adopt the Agenda; Member Ehlinger seconded the motion. The members agreed unanimously.

OLD BUSINESS

Kathe Annexation

Certificate of Sufficiency- Town Clerk Gropp read the Certificate of Sufficiency for the Kathe Annexation. -Included below in the minutes. ~CLOSED~

Resolution 2018-06

Member Bailey made a motion to approve Resolution #2018-06; Member Ehmig seconded the motion. The members agreed unanimously. Included in below in the minutes. ~CLOSED~



Town of Seven Devils, NC
1356 Seven Devils Road
Seven Devils, NC 28604

CERTIFICATE OF SUFFICIENCY

To the Town Council of the Town of Seven Devils of Seven Devils, North Carolina:

I, Hillary Gropp, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Seven Devils, North Carolina primary corporate limits, as defined by G.S. 160A-31.
- c. The petition is signed by and includes the addresses of all owners of real property lying in the area described therein:

**Christopher C. and Rene' J. Kathe
175 Hawks Peak Lane, Unit 312
Seven Devils, NC 28604
808-217-4707**

**Lot 2, Grandview Estates
Watauga County PIN#1878-78-0980-000**

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Seven Devils, NC this 22nd day of March 2018.



Hillary Gropp, Town Clerk





Resolution #2018-06

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Town Council of Seven Devils, North Carolina has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Seven Devils, North Carolina, that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at Town Hall at 4:45pm on Tuesday, April 10, 2018.

Section 2. The area proposed for annexation is described below:

**Lot 2, Grandview Estates
Watauga County PIN#1878-78-0980-000
SEE ATTACHED MAP**

Section 3. Notice of the public hearing shall be published in the Watauga Democrat, a newspaper having general circulation in the Town of Seven Devils, North Carolina, at least ten (10) days prior to the date of the public hearing.

This the 22nd day of March 2018.

ATTEST:


Hillary Gropp, Town Clerk


Larry Foylaine, Mayor



REVIEW COUNCIL 2017 ACHIEVEMENTS

January – New dump truck for Public Works; Hillary Gropp and Cody Fields join staff.

February – NC Wildlife Biologist presentation; Amend Zoning map to include “Parks”.

March – Hillary Gropp attends FMS Conference and obtains NC Notary; Helga Sappington completes Property Tax Collection course.

April – Sales Tax renegotiation with Watauga County; Police department complete in-service training; 1st Annual Arbor Day celebration.

May – NC811 Staff Training; Skyland Drive waterline project complete; Public Works department complete PRV(Singer) training; Debbie Powers obtains CZO certification.

June-Annexation of 2 Blue Ridge Conservancy properties; RTP initial approval on grant application; State Fire Grant award.

July-14th Annual SafetyFest; Blue Ridge Conservancy hosts “Meet & Greet” for Town; Final onsite visit from PARTF; “Brunch Bill” Ordinance passed.

August – New signage for Tennis/Pickle Ball courts and Otter Falls.

September – 1st Annual 7K @ 7D; Paving projects (\$94,000) completed; Utility Audit and Annual Financial Audit completed.

October – New handheld water meter & software; Candidate Forum at Town Hall.

November – New Police department vehicle-Ford Explorer; Submit NCDOT Pedestrian Plan Grant application; Board of Adjustment grants a variance to Bob Bridges; Municipal Elections- Tina Bailey, Brad Lambert and Kay Ehlinger win Town Council seats.

December -Occupancy Tax tab featured on 7D website; Purchase PBSB traffic counter; TDA funds repairs including: Town Hall ramp, windows and well doors.

Other – Brad Lambert is honored as Outstanding Local Elected Official of the High Country; Tina Bailey completes the Red Cross Shelter Manager certification; New Town Maps include: Powell Bill-April 2017, Zoning-July 2017, Zoning/Road-December 2017.

COUNCIL GOALS FOR 2018

Importance of Government transparency & visibility – 7D website & future email billing

Next Door - Communication is acceptable form of referrals and communication without the Town being involved; Not sponsored by the Town, but people driven; Town utilizes other methods of such as website, Echo Newsletter & Town Hall business card binder.

Wish List includes: Dog Park, New Town Hall

Brownlow Park – Possible 7D Acquisition/Permanent Easement for Town; Relocation of the 7D digital sign.

DISCUSSION ITEMS

Skyline Building/New Town Hall/Architect

Skyline Building – Step 1 - Dialogue occurred to approach Skyline via written communication about their intent to rent vs. sell; and costs of possible purchase; the pros and cons of acquiring this building for the Town were discussed. If no positive outcome, then the Town Council to shift focus and further explore the following:

New Town Hall – Step 2 – Put together a detailed list of the needs for a new Town Hall; facts will be gathered by speaking with Town Engineer, Staff needs and viewing other Town Halls in the region; decisions on expansion of existing or complete new build will be decided, along with the need for additional land acquisition. The Town budget includes line item for a future Town Hall in Capital Improvement Plan (CIP).

Cottom Rezoning Request –

To re-zone Tract 1 & Tract 3 to HDR (High Density Residential).

Tract 1 straddles Avery & Watauga county line and encompasses 19.37 acres; the parcel ID#1868-74-0469-Watauga and 1868-00-6341-72-Avery.

Tract 3 is entirely in Watauga county and encompasses 22.91 acres; the Parcel ID#1868-84-4576.

The total acreage requested for re-zoning is 42.28 acres.

Legal Description of Properties –

Current Tax records list properties noted above as Hanging Rock Golf Club, Inc.

On January 25, 2018, a North Carolina Correction Warranty Deed was recorded in the Avery County Register of Deeds, Book RE516, Page 677-680, that Hawksnest Zip Line, Inc., a North Carolina Corporation formerly known as Hanging Rock Golf Club, Inc., and Hawksnest Snowtubing, Inc., formerly known as Ski Hawksnest, Inc., all at 2058 Skyland Drive, Seven Devils, NC, 28604.

According to the NC Secretary of State, Hawksnest Zip Line, Inc., previously known as Hanging Rock Golf Club, Inc. and Hawksnest Golf and Country Club, Inc. are currently registered and active as a NC Business Corporation; Leonard I. Cottom III is the President, Leonard Cottom, Jr. is the Vice President, and Ryan Cottom is the Assistant Secretary of the Corporation. The Registered Agent is Lenny Cottom.

Tax Status -

Currently, all properties owned by the Cottoms/Hawksnest are paid in full on 2017 property taxes.

Construction – Current construction projects include the May Residence on Lot 25, Rocky Top and an Annexation petition submitted by Kathe for Lot 2, Grandview.

CLUP Review – The Comprehensive Land Use Plan (CLUP) will be reviewed and updated by the Planning Board; Manager Powers will offer guidance.

MANAGER ITEMS

Manager Goals

- Email water bills
- Obtain Tree City USA designation; Manager Powers to work with Kay Lambert for update to Tree Ordinance
- Continue to apply for Peak Mountain Trail grant opportunities – RTP & PARTF
- Otter Falls parking lot expansion; currently waiting on western boundary survey
- Recreational Needs survey; currently in progress with Helga Sappington
- Continue to apply/secure a dog park grant
- Assist the Planning Board with CLUP update; last updated in 2009
- Staff Training to include:

Public Works-CDL & Ongoing Water certifications

Police – Supervisory training & Ongoing Annual requirements

Fire – Ongoing training – Attend Conventions

Administration – Clerk Certification, Public Employment Course, CZO CE credits

Other Manager Items

- ASU Intern to begin in April for 2 days a week; she will work on historical scrapbook of the Town in both physical and digital format.
- Review of current loans – BAB & Snowcloud
- Cash position – Review of account balances & reserves for Town
- Tax Collection update – as of 3/21/18 is 99.09%; discussion occurred about the amount of property tax due and the delinquent accounts.
- Social media-Information was supplied from the Best Practices for Local Government Social Media Usage in North Carolina; along, with details for managing Social media sites and records retention. The Town provides several options for government transparency and at this time there will be no further discussion about setting up social media accounts.
- De-Annexation process – The only way that property can be removed from a city is by a local act of the General Assembly. Cities themselves have no authority to deannex property. According to Frayda Bluestein-UNC SOG.

- Manager Powers requested a change to the Personnel Handbook for the Town holiday schedule. To forgo the MLK holiday in January in exchange for President’s Day holiday in February, as this allows a holiday in mid-winter. **Mayor Fontaine made a motion to change the Town holiday schedule; member Ehlinger seconded the motion. The members agreed unanimously.**
- Manager Powers requested an increase in 401(K) Employer Contributions to a 3% match for general Employees; Currently, the match is 2%, but after research of comparable size Towns the goal is to eventually reach a 5% match for general Employees. **Member Bailey made a motion to increase the 401(K) Employer Contribution to 3% for General Employees; Mayor Pro Tem Lambert seconded the motion. The members agreed unanimously.** ****Personnel Handbook to be updated by Town Clerk with the above approved updates. ****
- Manager Powers provided a preliminary overview for the FY19 budget. Further discussion will occur at the Town Council Budget workshop.
- Manager Powers provided her “fun facts” with the highlights below:

Property Tax Valuation for 2017 is \$155,851,826; Revenues - \$794,844.32
Fund Balance history for years 2008-2017

A chart listing HDR -High Density Residential properties within the Town was supplied to Town Council; details include the PIN#, Acreage, and Valuation.

Some facts about HDR for the Town include:

HDR is denoted in yellow on the Town zoning map; the requested re-zoning is colored in orange on another Town zoning map located in the boardroom.

Definition of HDR is found on Table 7.1 in the UDO (Unified Development Ordinance).

Maximum Density allowed is 6 dwellings units per acre

Maximum lot coverage is 50%

Maximum height is 35 feet

The Town currently has 121 condo/villa units in HDR.

Current total acreage for HDR is 52.61 acres.

Total water taps in Town are 544; condos/villas make up 22% of the Town’s current residential units.

Property valuations from the counties will remain the same, regardless of zoning, until revaluation occurs or until construction occurs. Revaluation for Avery County was 2018; Watauga County will be 2022.

- Total Real Estate sales/closings in 2017 = 42 units.

- Manager Powers shared a complimentary letter from an owner; the letter praises the dedication of Public Works with keeping road conditions clear during winter weather and the Town Staff for effective communication during these events.

CLOSED SESSION

The Town Council went into closed session to discuss a personnel matter.

COUNCIL COMMENTS

Mayor Fontaine thanked Manager Powers for keeping the Personnel Manual current and the importance of this manual.

Member Ehmig commented on the positive attitude and achievement reached during 2017, with wishes to continue the same in 2018.

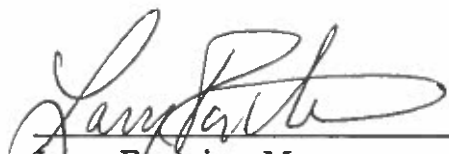
Member Bailey spoke briefly about the benefit and knowledge gained by her attendance at the Essentials of Municipal Government training in February.

Mayor Pro Tem Lambert spoke about the partnership and endeavors of the Town by grant opportunities for Peak Mountain Trail with the vision of the Blue Ridge Conservancy's goal of future public trails. The BR Conservancy purchase and annexation into the Town is an enhancement.

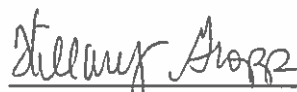
ADJOURN

Member Ehlinger made a motion to adjourn the Town Council Workshop; Member Ehmig seconded the motion. The members agreed unanimously.

The workshop adjourned at 12:40pm.



Larry Fontaine, Mayor



Hillary Gropp, Town Clerk

