

TOWN OF SEVEN DEVILS
Tuesday, November 14, 2023
Regular Council Meeting
5:30pm

- 1) PRAYER/INVOCATION
- 2) PLEDGE OF ALLEGIANCE
- 3) CALL TO ORDER - 5:30pm
- 4) ADOPT AGENDA
- 5) CONSENT AGENDA
 - A. Motion for Consideration
 - (i) Adopt minutes of Town Council meeting –October 10, 2023
- 6) CITIZENS COMMENTS
- 7) OLD BUSINESS - None
- 8) NEW BUSINESS
 - A. FY24 Budget Amendment #1 *Motion*
 - B. Staff Christmas Bonus *Motion*
- 9) ADMINISTRATIVE UPDATE
- 10) COMMITTEE REPORTS
 - A. Board of Adjustment – No meeting
 - B. Planning Board – No meeting
 - C. Public Works – No meeting
 - D. Public Safety Committee – November minutes
 - E. Parks & Recreation Committee –October minutes
 - F. TDA – October minutes
 - G. ABC Board – September minutes
 - H. Tree Committee – No meeting
 - I. Police Report
 - J. Fire Report
 - K. Financial Report
- 11) COUNCIL COMMENTS
- 12) ADJOURN

**TOWN OF SEVEN DEVILS
TUESDAY, OCTOBER 10, 2023
REGULAR COUNCIL MEETING
5:30pm**

The Seven Devils Town Council met for a regular meeting on Tuesday, October 10, 2023 at Town Hall. Attendance included: Mayor Larry Fontaine, Mayor Pro Tem Brad Lambert, and Council Member Wayne Bonomo. Council Members Leigh Sasse and Jeffrey Williams were absent. Staff included: Town Manager Johnathan Harris, Finance Officer Helga Sappington, Town Attorney Rob Angle; the minutes were recorded by Town Clerk Hillary Gropp.

INVOCATION

Mayor Fontaine gave the Invocation for the Town Council meeting.

PLEDGE OF ALLEGIANCE

Council members and citizens recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Fontaine called the meeting to order at 5:32pm.

AMEND AGENDA

Mayor Pro Tem Lambert made a motion to amend the agenda and add New Business Item D. FY24 Mid-year Review; Member Bonomo seconded the motion. All members agreed.

ADOPT MINUTES

Town Council Meeting Minutes of September 12, 2023 - Member Bonomo made a motion to approve and adopt the minutes; Mayor Pro Tem Lambert seconded the motion. All members agreed.

CITIZENS COMMENTS

Fred Dorman – 195 Black Hawk Drive- Stated that he's paid his \$2,400 tax bill and the collective total taxes for Blair Mountain exceeds \$12,000. He requests the Town to provide maintenance on the private roads in Blair Mountain, including grading, gravel, and plowing.

Sarah Manning – 277 Four Diamond Drive – Spoke positively about the new fencing at the stables.

Tom Bookstaver – 231 Snowcloud Drive – Thanked the Hawkspeak Condo for allowing the Seven Devils Fire Department to conduct hose testing.

OLD BUSINESS - None

NEW BUSINESS

A. FY23 Town Audit Presentation – Misty Watson, CPA

The Town Audit FY23 was presented by Misty Watson, CPA; hard copies of the audit were provided to the Town Council and is available for inspection at Town Hall; a pdf is posted at www.SevenDevilsNC.gov
Audit highlights as noted by Misty Watson as follows:

- Auditors unmodified opinion and the staff has been cooperative.
- General Fund decreased \$240,519
- Nonmajor Special Revenue Fund decreased \$34,419
- Water Enterprise Fund decreased \$6,667
- No red flags
- Timely audit submission
- Stable property tax valuation and collection
- No material weakness or deficiency
- Fund Balance Available as a % of Expenditures = 31.91% - Explanations to be provided to the Local Government Commission (LGC) include purchase of 5 police vehicles, purchase and installation of additional water meters, grant funds, completion of two (2) paving projects and completion of park project.

~NO ACTION TAKEN~

B. Water Use Ordinance – Amend Article 4

Amendments to the Water Use Ordinance at Article 4 include:

Addition - 4.1 Application for Service

5) All new applications must provide an emergency contact number that can respond to the residence within 24 hours.

Edit – 4.4 Adjustments

3) Any water account which is charged for consumption over the monthly allotted gallons in any month due to a verified and subsequently repaired leak, as evidenced by repair receipts, is eligible to be considered for an adjustment when requested by the owner, provided the account holder installs a private cut-off valve on the customer's side of the meter (within two (2) feet of the water meter) that shall be protected from the elements in a suitable manner. The adjustment will reflect the rate billed for first tier usage. Adjustments will be limited to once during the current fiscal year in the highest month of usage. Minimum billing and tier rates are established in the Annual Operating Budget Ordinance.

Member Bonomo made a motion to approve the language amendments for the Water Use Ordinance; Mayor Pro Tem Lambert seconded the motion. All members agreed. **~CLOSED~**

C. New Seven Devils Website Presentation – WWW.SevenDevilsNC.gov

Town Clerk Gropp made a presentation on the updated domain name and new website, highlighting features that allow for better citizen engagement. **~NO ACTION TAKEN~**

D. FY24 Mid-year Review

The Town Council scheduled a FY24 Mid-year Budget Review to be held on Wednesday, December 6, 2023 at 10:00am-2:00pm. Town Clerk Gropp to amend the Town calendar.

Member Bonomo made a motion to amend the Town calendar; Mayor Pro Tem Lambert seconded the motion. All members agreed. ~CLOSED~

ADMINISTRATIVE UPDATE

Town Manager Harris provided the administrative update:

- The first Powell Bill installment of \$16,231.13 has been received.
- Watauga County Economic Development Commission (EDC) will hold their monthly meeting at Seven Devils Town Hall on October 19th.
- The Meet the Candidate Forum will be Thursday, October 26th at 5:30pm; submit questions by October 20th to the Town Clerk.
- Board/Committee applications deadline is October 30th.
- Seven Devils Spooky Trunk or Treat is Monday, October 31st from 5pm-7pm.
- Fall events rack cards are now available at Town Hall & Community Center.
- Parks & Recreation Committee meeting on October 12th at 9:00am.
- TDA meeting will be held on October 24th at 9:00am.
- Public Safety Committee meeting to be held November 7th at the Community Center.
- FY24 Mid-Year Review scheduled for Wednesday, December 6th from 10am-2pm.

COMMITTEE REPORTS

Board of Adjustment – No meeting

Planning Board – No meeting

Public Works Committee – No meeting

Public Safety Committee – October minutes

Parks & Recreation Committee – September minutes

TDA – September minutes

ABC Board

Tree Committee – No meeting

Police Report

Fire Report

Financial Report

COUNCIL COMMENTS - None

ADJOURN

Mayor Pro Tem Lambert made a motion to adjourn; Member Bonomo seconded the motion. All members agreed. The meeting was adjourned at 6:28pm.

Larry Fontaine, Mayor

Hillary Gropp, Town Clerk

Budget Amendment #1 – FY24

Purpose: to correct an overestimation of Ad Valorem property taxes and to account for unbudgeted Sales and Use Tax Refund.

Decrease: Current Year Taxes – 10-301-87 - \$24,296

Increase: State SALES TAX Receivable – 10-370-01 - \$15,677
County SALES TAX Receivable – 10-370-02 - \$6,654
Food TAX Receivable – 10-370-03 - \$92
Fund Balance Appropriated - \$1,873

NOTES: This amendment will correct the estimated Current Year Taxes that were calculated off the preliminary values that were available during the Budget process. The tax scroll that became available in September lowered the tax revenue by \$24,296. This will be offset by the unbudgeted Sales and Use Tax Refund of \$22,423, with the remaining \$1,873 coming from the Fund Balance.

	Christmas Bonus amount included in FY24 Budget		Tax Liability to Town (7.65%)		Grand Total	
<u>ADMIN</u>						
Harris	\$	600.00	\$	45.90	\$	645.90
Gropp	\$	600.00	\$	45.90	\$	645.90
Sappington	\$	600.00	\$	45.90	\$	645.90
<u>POLICE</u>						
Fields	\$	600.00	\$	45.90	\$	645.90
Millsaps	\$	600.00	\$	45.90	\$	645.90
Petty	\$	600.00	\$	45.90	\$	645.90
Howell	\$	600.00	\$	45.90	\$	645.90
Rouse	\$	600.00	\$	45.90	\$	645.90
Vines	\$	600.00	\$	45.90	\$	645.90
<u>PARKS & REC</u>						
McKinney	\$	600.00	\$	45.90	\$	645.90
<u>PUBLIC WORKS</u>						
Aldridge	\$	600.00	\$	45.90	\$	645.90
Russell	\$	600.00	\$	45.90	\$	645.90
Johnson	\$	600.00	\$	45.90	\$	645.90
Price	\$	600.00	\$	45.90	\$	645.90
<u>WATER</u>						
Hoilman	\$	600.00	\$	45.90	\$	645.90
Honeycutt	\$	600.00	\$	45.90	\$	645.90
<u>ZONING</u>						
Barnes	\$	300.00	\$	22.95	\$	322.95
<u>TOTALS</u>	\$	9,900.00	\$	757.35		10657.35

Full Time \$600

Part-time \$300

ADMIN UPDATE for October 2023

- The Town was awarded a \$500,000 PARTF Grant to improve The Park at Seven Devils
- The Fire Department had 2 more members attend and pass the State EMR training. They are waiting to take their state exam.
- The Town received a Sales and Use tax refund of \$23,238.74.
- The NC State Treasurer Annual Financial Report was submitted in October.
- Trunk or Treat recap:
 - 7 participants
 - 148 guests
- Lite the Nite is scheduled for December 8th at 6:00pm. RSVP required by November 21st.
- The Seven Devils Annual Holiday Food Drive will take place from November 25 – December 11. Donations will benefit Feeding Avery Families and Local Food Bank.
- Parks and Rec meeting scheduled for November 16th @ 9:00am
- Public Works meeting scheduled for November 21st @ 10:00am
- Planning Board meeting scheduled for November 21st @ 5:30pm
- TDA meeting scheduled for November 28th @ 9:00am
- Board of Adjustment meeting scheduled for November 28th @ 5:30 pm
- Town Hall will be closed for Thanksgiving on November 23rd and November 24th

2023 PARTF Application

Project: The Park at Seven Devils

The Town of Seven Devils is applying for the 2023 Parks and Recreation Trust Fund (PARTF) Grant. The PARTF if awarded is a 50/50 Match.

Funds if awarded go towards the following amenities in The Park at Seven Devils: Public Bathrooms, Playground, Concert Stage, Picnic Pavilion, PARS Course, and Dog Park. The designated location for these future amenities is on the back of this handout.

Project Costs

Project Elements	Total Item Cost	
Building and/or Renovating Costs		
Bathroom		\$232,000
Playground		\$93,000
Stage		\$80,000
Picnic Pavilion		\$60,000
PARS Course		\$21,000
Dog Park		\$14,000
Cost to Build		\$500,000
Contingency for the Cost of Building / Renovating		
Contingency	5%	\$25,000
	Total Project Cost	\$525,000
	Total PARTF Grant Request	\$250,000
	Total Local Match	\$275,000

Sources of Matching Funds for PARTF Grant

Type of Matching Funds	Sources of the Applicants Matching Funds		Availability
	Amount of Funds	Funding Source	
Cash	\$127,461	Cares Act	In Hand
Donation	\$147,539	Seven Devils Tourism Development Authority	Pending PARTF Grant Approval
Total Matching Funds:	\$275,000		

The Park at Seven Devils

The Town of Seven Devils

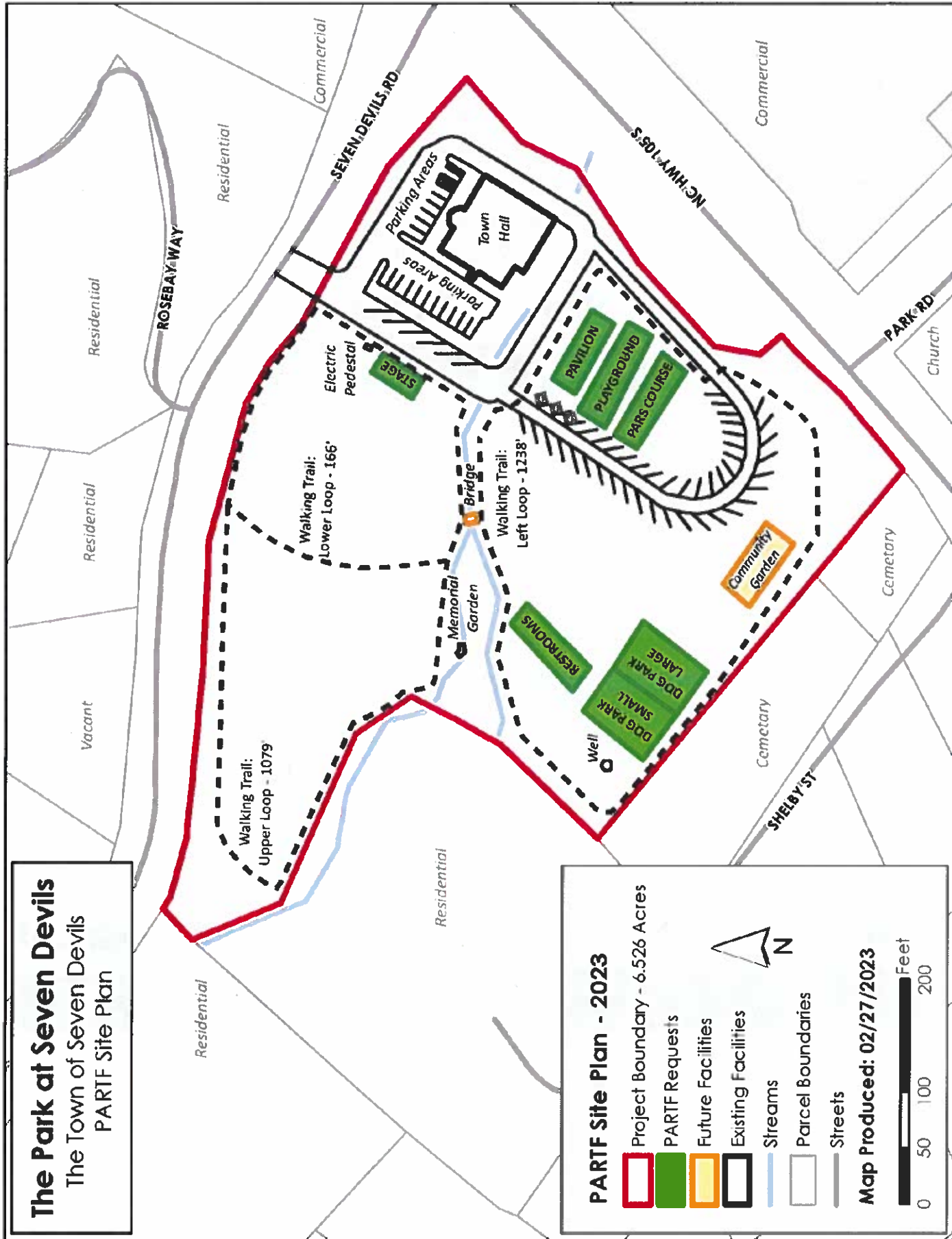
PARTF Site Plan

PARTF Site Plan - 2023

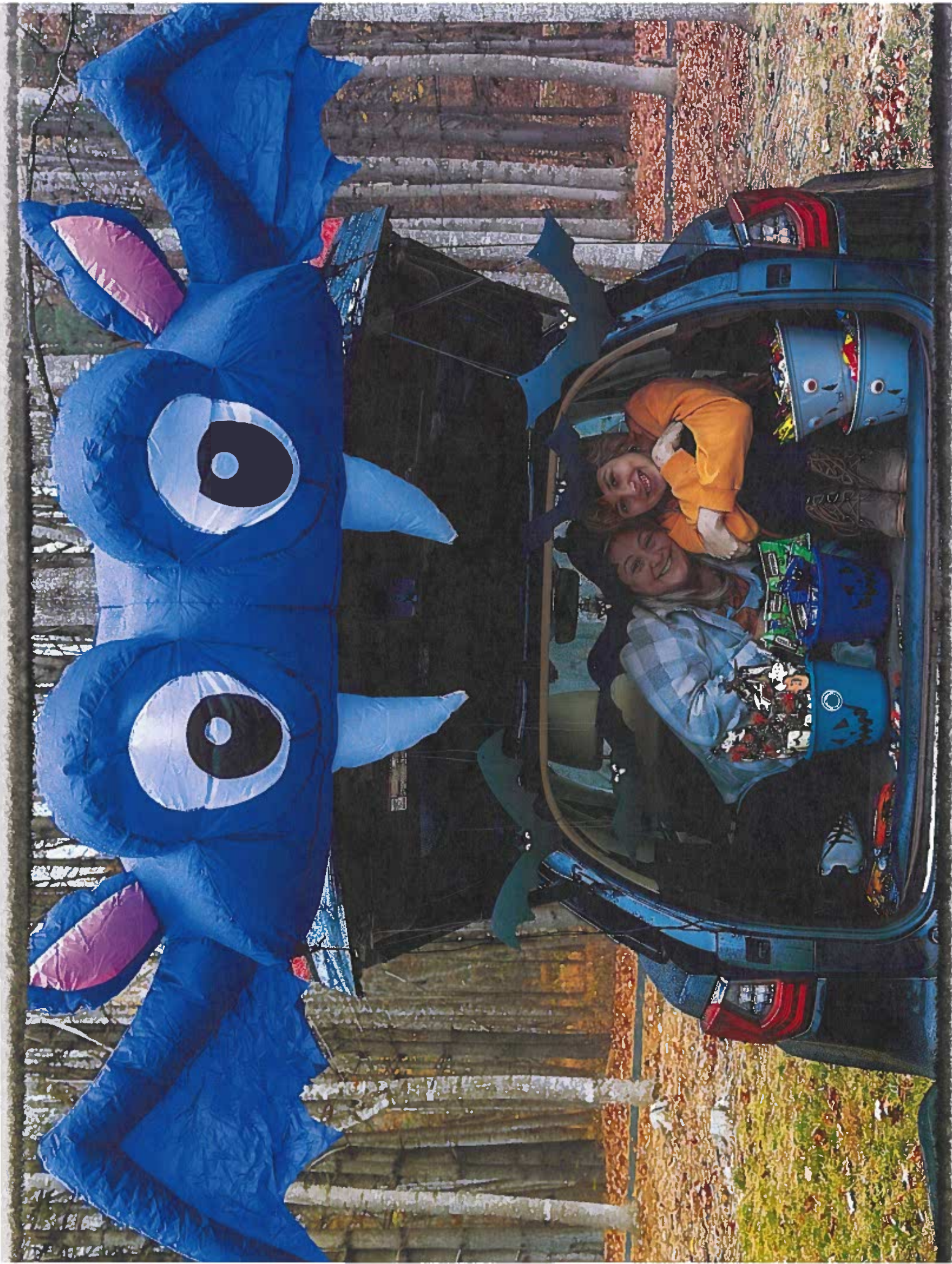
- Project Boundary - 6.526 Acres
- PARTF Requests
- Future Facilities
- Existing Facilities
- Streams
- Parcel Boundaries
- Streets



Map Produced: 02/27/2023















SEVEN DEVILS LITE THE NITE

DECEMBER 8 AT 6:00 PM

Seven Devils Community Center

Join us for the Town Christmas Celebration. This year the dinner will be a cocktail style party with charcuterie and dessert. Alcohol will NOT be served. Brown Bagging will be permitted.

RSVP REQUIRED

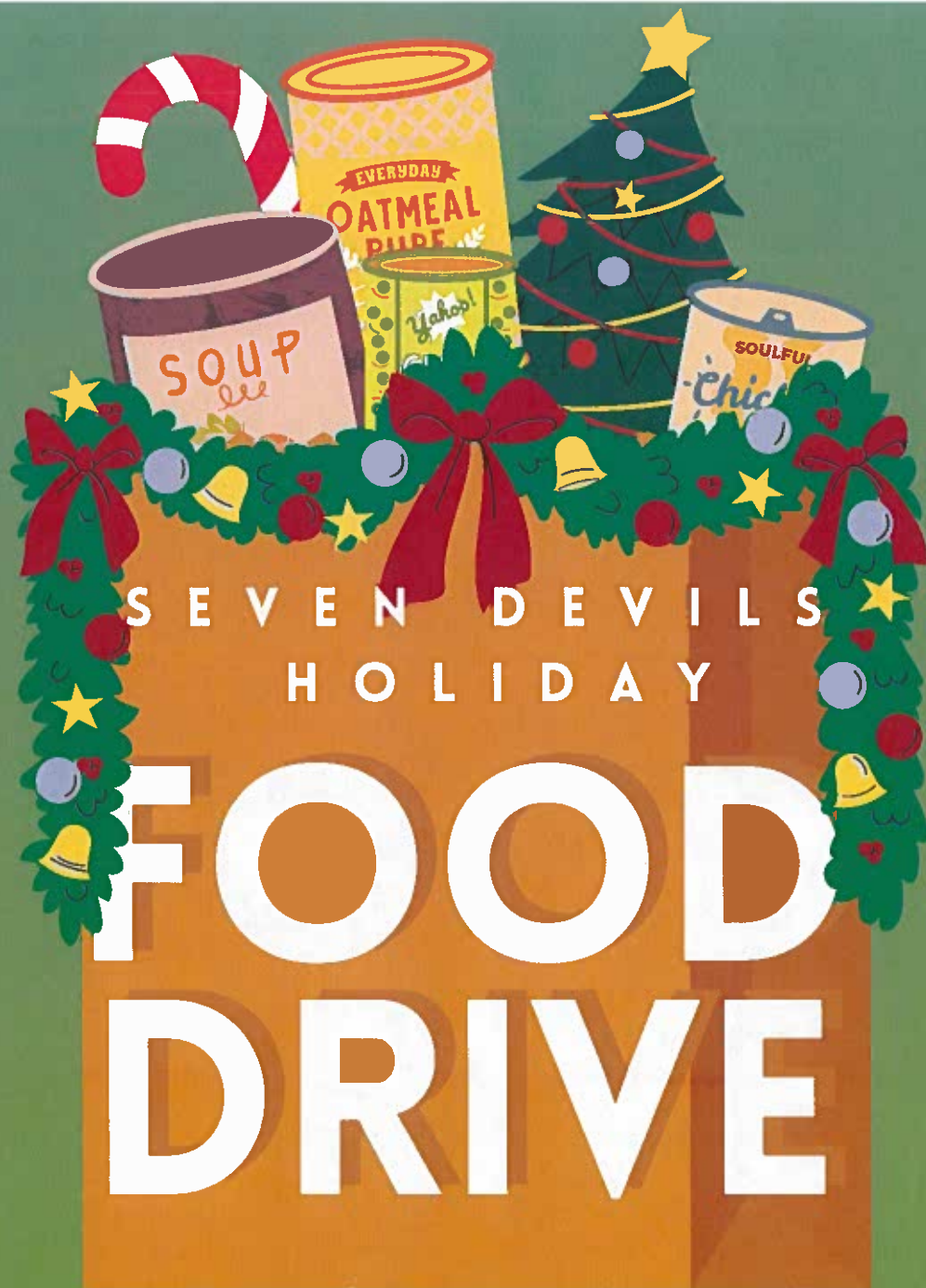
Email parksandrec@sevendeilsnc.gov

to RSVP.

Deadline to RSVP is

Nov 21st at 5pm.





NOVEMBER 25- DECEMBER 11, 2023
ALL DONATIONS WILL BENEFIT LOCAL FOOD BANK,
FEEDING AVERY FAMILIES.

Non-perishable food items can be dropped off at Town Hall in the
foyer and in the lobby of the Seven Devils Community Center.
Monetary Donations will be accepted at Town Hall Monday-Friday
8:30am-5pm or by mail. *Please make checks out to "Feeding Avery
Families".*

Seven Devils Public Safety Committee

Tuesday November 7, 2023

Members Present: Wayne Bonomo, Tom Bookstaver, Dick Nelson, Kay Lamber

Others Present: Town Manager Johnathan Harris, Fire Chief Matt Millsaps, Larry Fontaine, Bob Bridges

The meeting was called to order at 10:04 by Chairman Wayne Bonomo.

The Agenda and October 3, 2023 Minutes were accepted and approved.

Comments and verification were brought before those present about the number of council members at the meeting. Due to the absent of Brad Lamber, there were only 2 council members and that is not a problem. Town Manager Harris also discussed that there could be 3 or more council members present as long as there isn't any 'council matters' discussed. The Public Safety Committee is open to the public and anyone is welcome, 'council matters' are not on this committee's agenda.

Citizens Comments:

Larry Fontaine asked about verification and a discussion of a radio tower in the area of the top of the old ski slope. There was discussion between the Fire Chief, Town Manager and others about the possibility of a 'visible tower' on top of the mountain. There is a town water tank and a VHF tower used by emergency agencies of Avery County and Town of Seven Devils currently at the top of the mountain. The Planning Board has started changes to the town ordinances for radio towers for emergency services. Due to newer technology and the need to update an old radio system that will be obsolete sooner than later, there is discussion of a viper tower. Viper is set up and used by The State of North Carolina. It will be used by law enforcement (state, county and municipalities), fire departments, EMS, emergency management and other public safety agencies that need clear reliable communications in an emergency.

It was mentioned that viper radio system has been in conversations with emergency management and state highway patrol and former fire chief Bobby Powel for years. One study was done of it being by the water tank on Rocky Top but there were 'shadows' from that location. The state had looked at several locations in and just outside the city limits of Seven Devils and the location at the top of the mountain near the former ski slope is more promising.

A viper tower will need to be above the tree line and it will be visible. At this time, everything is still in negotiations. The land will need to be purchased or leased, power, possible phone or fiber optic, line of sight and many other things involved in a state (and national) wide emergency radio system are still in the works.

Old Business:

Fire Chief Millsaps informed the committee that the helicopter landing site at The Park at Seven Devils has been used for emergency transport. A medical helicopter had landed in the parking area for training in the past but on September 15 it was used for an emergency. The parks and recreation have donated a wind sock to the fire department. Members of the fire department have been brain storming of where and how to use it on any of the fire trucks.

Chief Millsaps has been working with fire fighter Hayes on the mapping for an emergency plan to be with the Town of Seven Devils new web site. Along with emergency plan information on the web site, there was discussion about auto call out or Hyper Reach. Due to the large number of rental property and cell phones, it might be prohibitive (\$10K a year) for a system that will ping cell phone within the city limits to alert them of an emergency.

Chief Millsaps, Tom Bookstaver, and Ed Beck did take 3202 to Valle Cruis Elementary School October 11. There were numerous classes from little little ones to older children that spent time with the truck, equipment and members. It was also discussed that in the future, Seven Devils will give a donation to Shawneehaw VFD to assist with their 'goodie bags' that they give to the children and not have our name on any items.

There will be a 'Safety Echo' sometime in the near future that is being worked on. Town manager Harris did say that the web page did have a note about the time change and to check smoke detector alarms and change batteries if the alarm allows that. Mr. Bridges said that it might be easier for some people to be given 3 or 4 'safety info' ideas/awareness once a month over time than giving 15 or 20 'safety info' thoughts at one time. Things are still in the early stages but with winter coming and we do want to stress to clean and inspect fire place/woodstove stove pipe and chimney ASAP with winter around the corner.

On October 19th there was a Fire Wise Class by the NC Forrest Service at the Community Center. Several attended and information was shared about safety of property in case of a brush or woods fire. Information will be shared on the town's web page and the future safety echo. The

main part of the class was to keep property clear of leaf buildup and sticks/branches but things like fire retardant roofing material and even where to stack fire wood was discussed.

Chief Millsaps discussed the need of air packs (SCBA – self contained breathing apparatus) to meet the new requirements that will be imposed for the fire department. The town and fire department will be looking for grants for equipment that is estimated to be \$100K.

Police Chief Harris informed the committee that DOT (department of transportation) will not leave nor provide every time a portable road sign is needed during winter road conditions or very busy holiday traffic in town.

New Business:

Fire Chief Millsaps advised the 'Burn Fire Danger Sign' near Town Hall has changed quickly. The sign is set from information by the NC Forrest Service. It jumped from level 1 to level 4 on October 31. During the meeting Town Manager Harris received a message from the county of a BURN BAN being issued. The sign by Town Hall will be updated as soon as this meeting is over.

The community college is working on an EMT bridge class. The preliminary time for this class will be in January. The current EMR class is just about to finish. The last day of that class will be next week.

Mr. Bridges along with Chief Millsaps discussed future CPR classes. It might be best in the future find out who's interested and then set the date instead of setting a date and hope it works with those interested.

There was discussion of how to keep traffic moving during busy times with the winter/holiday traffic trying to get onto Hwy 105. DOT will not be putting a stop light at the intersection of Seven Devils Road and 105. Maybe an option is having an additional officer on duty to help with congestion at the intersection.

Town Manager Harris advised that the Chestnut Ridge project should be starting by the end of the month. If weather is acceptable, it should last about 4 or 5 months.

The last brush pickup was done for the calendar year and town maintenance is now clearing town roads of leaf debris. This will also include leaf removal of culverts for any possible storm water problems.

The town has received it's first load of road chat for winter.

Chairman Bonomo discussed the emergency shelter of Seven Devils. He would like to check the towns inventory. It was mentioned that the Town Hall and Community Center's generators had their annual service and oil change.

There have been 2 members of this committee reapply for membership and 1 new application for membership. The next step will be the town council to appoint members this committee but due to the informality of this committee anyone is welcome to attend and participate with any discussions and brainstorming of safety issues for the town and local community.

Being no other old or new business to discuss, we talked about how this committee regularly goes into hiatus over the winter months. At this time, the next meeting for the Public Safety Committee will be February 6th. If any situation were to arise before February, Chairman Bonomo can call for a meeting.

The meeting was adjourned at 11:10am.

BE SAFE!

**Town of Seven Devils
Parks and Recreation Committee
Minutes - Regular Session
October 12, 2023**

The Town of Seven Devils Parks and Recreation Committee met at 9:00 AM in Town Hall on October 12, 2023. Members present were Kay Lambert, Freddie Blonshine, Rebecca Ryan, Ed Beck and Joe Alfonso. Also in attendance were Jewel McKinney, Parks and Recreation Director, and Johnathan Harris, Town Manager. Members absent were Bob Bridges, Marino Fernandez, Mark Williams and Faye Brock.

Due to the absence of the Chairman, Kay Lambert moved to name Ed Beck Vice Chairman. Joe Alfonso seconded. The motion was approved. Vice-Chairman Ed Beck called the meeting to order at 9:10 AM.

Freddie Blonshine moved to approve the Agenda, and Kay Lambert seconded. The motion was approved.

Rebecca Ryan moved to approve the minutes of the September 14, 2023 meeting, and Kay Lambert seconded. The motion was approved.

OLD BUSINESS

- A. Sculpture in the Park at Seven Devils - artist Cindy Michaud gave an update on the piece of art she has donated to the Town. She has concerns that the piece will not hold up to weather conditions, and would like to delay installing it until the spring. She would also like to start construction of another post to be made by the community. This additional project would require funding. The Committee had concerns about how the original post would last and thought it would be best to test it during the upcoming winter. Rebecca Ryan moved to install the current post as soon as possible, and Freddie Blonshine seconded. The motion was approved.
- B. Art Vision Committee - Freddie Blonshine nominated Rebecca Ryan to Chair the Art Vision Committee, and Ed Beck seconded. The motion was approved. Additional members will be added later.
- C. Fall 2023 Events -
 - Jewel McKinney reported that rack cards for Fall went out in the mail and also as a PDF. The events are also listed on the Town Website. There is an effort underway to provide more events for year-round residents. Events that will continue are Chair Yoga, Hikes, Book Club and Ranger Presentations. Fire Chief Matt Millsaps has planned a Fire Wise Class on October 19 for residents to learn how to protect their property from wildfires. There was a suggestion for a Christmas Light Contest, Jewel will look into this.
 - Lite the Night- Lite the Nite this year will be December 8. Due to large attendance, it has been restructured as a cocktail styled party, Charcuterie will be provided. Discussion of the cookie contest will be at the next meeting.
 - Summer 2023 - final attendance numbers for all events were handed out.

NEW BUSINESS

- A. Winter 2023-24 Events - Events ongoing are Book Club, Hikes, Chair Yoga and Ranger Workshops. Lite the Nite will be on December 8.

MEMBER COMMENTS -

- A. There was discussion about the success of the Summer Concerts and requests to have an additional concert in August. Freddie Blonshine moved to request money from the TDA for an additional sixth concert next summer, and Rebecca Ryan seconded. The motion was approved.
- B. Rebecca Ryan discussed having a corn hole game for the older kids during the concerts. It was also suggested to have the stage situated so the audience faced Grandfather Mountain. Jewel McKinney reported that if the grant is approved that nothing in the plan can be changed.

Freddie Blonshine moved to adjourn the meeting, and Rebecca Ryan seconded. The meeting was adjourned at 9:58.

Submitted by:

Freddie Blonshine
Parks and Recreation Committee Secretary

**Town of Seven Devils
Tourism Development Authority Meeting
October 24, 2023**

The Town of Seven Devils Tourism Development Authority met in regular session on Tuesday, October 24, 2023, at Town Hall. Chair Anne Fontaine, Member Leigh Sasse, Member Alejandra Fernandez, and Member Rick Blonshine attended in person. Town Manager Johnathan Harris, Finance Officer Helga Sappington, and Parks & Recreation Director Jewel McKinney were present.

Call to Order

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

Adopt Agenda and Approve Minutes

Member Leigh Sasse made a motion to adopt the agenda; motion was seconded by Member Alejandra Fernandez; the motion passed.

A motion to approve the minutes from the September 26, 2023, meeting was made by Member Leigh Sasse and seconded by Member Alejandra Fernandez; all approved. The motion passed unanimously.

Old Business

- Auditor Misty Watson presented the FY23 audit to the TDA members.

New Business

- There was a discussion about an additional webcam for the Town of Seven Devils. Town Manager Johnathan Harris will investigate the cost of the pole to mount the camera. The TDA members will revisit this discussion at a future meeting.

Financial Statement

Member Alejandra Fernandez made a motion to approve the financial statements; Member Leigh Sasse seconded; all approved. Motion carried.

Finance Officer Helga Sappington will investigate interest rates for a second Money Markt account vs CD.

Citizen Comments

Larry Fontaine, Wayne Bonomo, and Bob Bridges were present.

Larry Fontaine asked the auditor to investigate the possibility of using TDA funds for a new well. As the direct result of short-term rentals, the Town of Seven Devils is in need of another well to supply water to its residents and tourists.

Board Comments

None

Adjourn

At 9:30 am, Member Alejandra Fernandez made a motion to adjourn; Member Leigh Sasse seconded; all approved. Motion carried.

High Country ABC Board Meeting Minutes

September 21, 2023 at 5:00 pm ABC Store

The High Country ABC Board (Board) held its monthly meeting on Thursday, September 21, 2023 at 5:00 pm. Board Chair Robin Dunn; Board Member Anne Fontaine; Board Member Winston Ammann via ZOOM; Alternate Board Member Rob Corn; Alternate Board Member Leigh Sasse; General Manager Bonnie Betz and guest Jason Carpenter, CPA were present. Alternate Board Member David Miller was absent.

In advance of the meeting, Board Chair Robin Dunn 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 matters coming before the Board today?" Hearing none, the meeting commenced.

Before approving the agenda, the request to "add additional space" under Old Business was added to the agenda. Upon a motion duly made by Anne Fontaine and seconded by Winston Ammann, it was voted to approve the September 21, 2023 agenda. Upon a motion duly made by Winston Ammann and seconded by Anne Fontaine, it was voted to approve the minutes of the August 17, 2023 Board meeting.

The General Manager reported that total sales for the month of August were \$551,080, which was up \$2,598 from last year's sales of \$548,482. Retail sales for August were \$383,918, down \$4,300 while mixed beverage sales for August were up \$6,898 for sales of \$167,162.

The General Manager reported that the available balance in the business checking account at Mountain Community Bank was \$556,593 but will go down since she will be distributing the Town's first quarter distribution checks. The available balance in the Mountain Community Bank money market account is \$101,434 since the General Manger moved the \$50,000 into the new CD at First National Bank. The new CD is for 13 months at the rate of 5.25%. Shannon with First National Bank prepared the paperwork and gave it to the General Manager so it could be signed by all primary board members at this meeting and Winston can stop by next week to sign it. The funds have been deposited into the CD account and are accruing interest. The First National Bank checking account has a remaining balance of \$27,442.

There are no budget amendments at this time. The General Manager stated that she will continue to watch the line items of postage and bank charges in the budget. The line items are currently higher than normal due to processing checks for liquor vendors and mailing request of ACH information for their accounts. She has received over 187 responses out of 207 accounts that are now being ACH processed.

The General Manager announced to the Board that she had received a notice from the Department of Revenue stating that our Excise Tax for March was late and had incurred penalties and interest amounting over \$3600. She stated that she sends this in the mail certified with return receipt and had confirmation that their mailroom had stamped it March 4th and it was not late, but her bank records show that they did not post the excise tax check until May. When she contacted the Dept. of Revenue to review her paperwork, they stated that she should have mailed it to a physical address and not a PO Box and would still need to pay the penalties. She then contacted the CPA on how to proceed. They suggested she contact the Department of Revenue again to speak with someone else since their form specifically states where to send this payments, which is to the PO Box. The General Manager was referred to our account specialist at the DOR who corrected the problem and sent copies stating we did not owe anything and everything was in good standing.

Jason Carpenter, CPA with Combs, Tenant and Carpenter, came to the board meeting to discuss the store's audit and answer any questions that the Board may have. He stated that we had a good clean audit and that the store is being run well. The ABC Store sales were up 3.75% for the year. Twelve percent of profits were expended for law enforcement and alcohol education. Mr. Carpenter stated that there was an \$18,000 payable to the Towns. After researching how this came about, Jason explained it as follows. According to the budget that the CPAs used since last July, the Town distributions in FY22-23 were \$498,000 and had increased by \$18,000 over the previous year (FY21-22) which was for \$480,000. The Towns were being paid \$40,000 each quarter and this payment continued into FY22-23 without being noticed by anyone. The Board agreed to pay each Town \$6,000 with a separate check so as not to confuse it with the current distribution for FY23-24 which is going out this week.

Old Business:

The General Manager contacted the property manager, Kerri Bleavins, with Prudent Growth and ask about the availability of renting another office space within the complex. At this time there are no other available office spaces. The General Manager asked whom we needed to speak with at Prudent Growth to find out what the requirements are if we want to enclose the outside of the building. The General Manager and Kerri met with Board Member Anne and her husband, to show Kerri what we are proposing in regard to enclosing the back of the store and changing the stairway to add more storeroom space for the store. Kerri will get back with us after discussing this with the owners of the property. The General Manager inquired if it was okay to install an industrial ramp as a temporary fix for liquor deliveries which Kerri approved.

New Business:

Club 12 submitted a grant request for \$5,000 for the current fiscal year. Upon a motion duly made by Anne Fontaine and seconded by Winston Ammann, it was voted to approve the \$5,000 grant request to Club 12.

The General Manager announced to the Board that she will be on vacation October 10-14th and that if the Board needed anything, Assistant Manager Sean would be available.

The General Manager informed the Board that she would be delivering the first quarter distribution checks to the Towns the following day.

There were no citizens in attendance.

The next scheduled board meeting will be on Wednesday, October 25, 2023 at 5:00 pm.

Anne Fontaine made a motion to adjourn today's Board meeting. It was seconded by Winston Ammann and approved by all in attendance.

Robin Dunn, Board Chair

Anne Fontaine, Board Member

Winston Ammann, Board Member

Date approved

Activity Log Event Summary (Totals)

SEVEN DEVILS PUBLIC SAFETY

(10/01/2023 - 10/31/2023)

Alarm Activation	2	Animal Complaint	4
Assist Highway Patrol	1	Assist Motorist	1
Assist Other Department	5	Bank Deposit Escort	2
Business Check	396	Complaint	3
Direct Traffic	2	Domestic	1
Noise Complaint	1	Patrol	63
Residence Check	5	Suspicious Activity	1
Vehicle Stop	9		

Total Number Of Events: 496



SEVEN DEVILS FIRE DEPARTMENT

**1356 SEVEN DEVILS RD
SEVEN DEVILS, NC 28604
FIRE CHIEF MATTHEW MILLSAPS**

October 2023

This month we responded to one call. We were dispatched to one medical call.

We had one department training and had twenty-two members participate in a total of 114 hours of combined training.

Three members participated in Fire Prevention at Valle Crucis Elementary School.

We also have two more members finishing up the EMR training program.

If you have any questions or concerns, please feel free to contact me at
matthew.millsaps@sevendevilsnc.gov

Fire Chief

Matthew Millsaps

MONTHLY FINANCE REPORT
OCTOBER 2023 - 33.33%

	Budget	Actual			%
	Total	Previous	October	YTD	100%
Section 1. General Fund					
Anticipated Revenues by Category					
Ad Valorem Taxes	1,151,708.00	128,535.28	97,802.76	226,338.04	20%
State Share Revenue	141,360.00	20,475.07	29,970.73	50,445.80	36%
ABC Distribution	180,000.00	51,500.00	-	51,500.00	29%
Powell Bill Allocation	33,000.00	16,231.13	-	16,231.13	49%
Permits and Fees	7,000.00	2,174.00	912.00	3,086.00	44%
Sales Tax	215,000.00	26,431.08	25,897.06	52,328.14	24%
Misc Revs,Govt Grants,Sale of Assets	164,020.00	46,662.18	16,396.98	63,059.16	38%
Capital Reserve Fund/FB	336,675.00	-	-	-	0%
Occupancy Tax	395,000.00	77,413.34	35,105.97	112,519.31	28%
Total	2,623,763.00	369,422.08	206,085.50	575,507.58	22%
Authorized Expenditures by Department					
Governing Board	43,160.00	19,103.21	2,066.67	21,169.88	49%
Administrative	403,995.00	138,870.83	47,994.63	186,865.46	46%
Public Safety	821,215.00	220,423.69	44,993.71	265,417.40	32%
Fire Protection	76,013.00	15,334.11	2,000.98	17,335.09	23%
Zoning	30,540.00	6,926.15	2,358.84	9,284.99	30%
Parks & Rec	201,658.00	19,059.75	5,303.01	24,362.76	12%
Public Works	637,182.00	114,865.90	34,619.92	149,485.82	23%
Powell Bill	15,000.00	-	5,295.00	5,295.00	35%
Tourism Development Authority Transfer	395,000.00	77,413.34	35,105.97	112,519.31	28%
Total	2,623,763.00	611,996.98	179,738.73	791,735.71	30%

MONTHLY FINANCE REPORT
OCTOBER 2023 - 33.33%

	Budget	Actual		%
	Total	Previous	October	
Section 2. Enterprise Fund				
Anticipated Revenues by Category				
Water Operating Revenues	276,000.00	65,831.22	28,224.99	34%
Water Taps and Connections	6,000.00	4,000.00	-	67%
Non Operating Revenues	100.00	100.00	-	100%
Capital Reserve for Capital Outlay	-	-	-	
Grant Project Ordinance (ARP)	700,000.00	-	-	0%
Total	982,100.00	69,931.22	28,224.99	10%
Authorized Expenditures by Department				
Water-Operating	236,705.00	53,682.01	14,410.42	29%
Non Operating	32,483.00	7,867.89	2,622.63	32%
Capital Outlay	-	-	-	
Capitap Reserve	12,912.00	-	-	0%
Grant Project Ordinance (ARP)	700,000.00	-	-	0%
Total	982,100.00	61,549.90	17,033.05	8%