



**MINUTES OF THE SPECIAL WORK SESSION MEETING OF THE LAKE LURE TOWN COUNCIL HELD WEDNESDAY, MARCH 23, 2022, 1:00 P.M. AT THE LAKE LURE MUNICIPAL CENTER**

**PRESENT:** Mayor Carol C. Pritchett  
Mayor Pro Tem David DiOrio  
Commissioner Patrick Bryant  
Commissioner Scott Doster  
Commissioner Jim Proctor

William Morgan, Jr., Town Attorney  
Olivia Stewman, Town Clerk / Interim Town Manager

**ABSENT:** N/A

**I. CALL TO ORDER**

Mayor Carol C. Pritchett called the meeting to order at 9:00 p.m.

**II. AGENDA ADOPTION**

Commissioner DiOrio made a motion to move agenda items VII, VIII, IX, and X prior to closed session, making them now III, IV, V, and VI. Commissioner Bryant seconded, the motion carried 4-0, and the agenda was approved as amended.

**III. STATUTORY AND ADVISORY BOARD MEETING SCHEDULES DISCUSSION**

Mayor Pritchett explained that the purpose of this conversation is to discuss the frequency of board meetings and changing bylaws accordingly. Mayor Pritchett noted that board meetings can often be time consuming for board members and council liaisons and that it may be beneficial for some boards to meet less frequently.

Commissioner Bryant noted that the Parks and Recreation Board and the Steering Committee are similar and that steering committee will likely meet quarterly. Commissioner Bryant suggested that it may be ideal to hold both meetings quarterly, and in synched, since they relate on many subjects.

The Council discussed and concluded that each Council Liaison will broach the topic with their assigned boards' chair and report back.

Mayor Pritchett also noted that it is important that boards follow the schedule that they adopt, as it determines the individual schedules of members, council liaisons, and staff.

#### **IV. DRAWDOWN SCHEDULE – DREDGING AND HDD DISCUSSIONS**

Commissioner DiOrio initiated the discussion regarding the drawdown schedule. Commissioner DiOrio noted that factors such as timely supply procurement and receiving permits will play a role in determining if a 2022-2023 drawdown schedule is necessary. Commissioner DiOrio recommended that the Council have a solid decision by June 1.

Mayor Pritchett noted her appreciation of the community's attitude on the subject and agreed that a decision be made by June 1.

The Council agreed to continue to converse with necessary players to determine a timeline. Commissioner DiOrio explained that if the Town does not have necessary supplies and permits for the HDD project, there will be no need for a drawdown, but noted that dredging can take place regardless of whether or not the lake is lowered.

The Council concluded that a message would be sent out regarding a decision by June 1.

#### **V. REQUEST FOR ADDITIONAL PERSONNEL**

##### **A. ZONING AND CODE ENFORCEMENT SPECIALIST**

Community Development Director Michael Williams explained that the Community Development Department has been increasingly busy and that it would be beneficial to have an additional staff member to find issues and perform follow ups, help with administrative tasks, enforce what is put into place by himself and Rick Carpenter, etc. Williams noted that the position is entry level.

Commissioner DiOrio made a motion to approve the Zoning and Code Enforcement Specialist position. Commissioner Doster seconded and the motion carried 4-0.

#### **V. REQUEST FOR ADDITIONAL PERSONNEL**

##### **B. PARKS, RECREATION, AND LAKE ADMINISTRATIVE SUPPORT SPECIALIST**

Parks, Recreation, and Trails Coordinator Dana Bradley explained that the department is increasing in responsibilities with new additions in tasks, such as the new boating system that is being created. Bradley noted that this position would perform administrative functions to allow herself and Dean to be more efficient in their duties, and that this person would take over all boat permitting and allow for additional help in other areas at Town Hall.

Commissioner DiOrio made a motion to approve the Parks, Recreation, and Lake Administrative Support Specialist. Commissioner Bryant seconded and the motion carried 4-0.

## **VI. POOL CREEK BRIDGE LIGHTING PROJECT**

Public Services Director Dean Lindsey explained that various staff is working on replacing the broken and missing lights on Pool Creek Bridge and that staff would like Council approval on style of lights.

Commissioner Proctor noted that it would be ideal to find the original 1926 fixtures to maintain the history. Council members agreed and it was determined that the original fixtures be sought before approving the purchase of new fixtures, and that the columns can be redone. Council concluded that is the original fixtures are not found by the April 12<sup>th</sup> Council meeting, that town staff can proceed Victorian style fixtures.

## **VII. CLOSED SESSION**

Commissioner DiOrio made a motion to go into closed session in accordance with G.S. 143-318.11(a) (6) for the purpose of discussing personnel matters. Commissioner Proctor seconded and all voted in favor.

During closed session, Council discussed matters regarding town manager recruitment and Attorney William Morgan took minutes.

After discussing, the Council returned to open session.

## **VIII. CONNECTION AGREEMENT DISCUSSIONS**

Commissioner Doster explained that he and Attorney Morgan had been crafting a simple solution for GLS installation issues and reported that it has been determined that the Town has access and utility easement to the 995 lake boundary, which means that an easement to electrical and HDD stub out because this will not require land access.

Attorney Morgan has been working on an initial draft of an access easement, but he explained that he would re-think this due to the easement likely being unnecessary. Attorney Morgan also explained that the 995 lake boundary was determined to be correct through research of old documents.

Commissioner DiOrio recommended making an agreement notice with residents, in good faith, even though it is not necessary.

The Council discussed that the Utility Advisory Board and Communications Director Laura Krejci would work on updating a letter to be sent out regarding the information. Attorney Morgan recommended using the language notice of intent.

## **IX. TOWN INFRASTRUCTURE LOCATION DISCUSSION**

Commissioner DiOrio explained that as the Town is continuing to grow and expand, as is the need for additional staff, and that there is no room in Town Hall to meet these expansion needs. Commissioner DiOrio noted that one option is to move the ABC Store, since the building is town owned, and relocate the police department to that building. Commissioner DiOrio also noted fire could possibly share the space as a substation and that Community Development and a Project Manager would be moved to the existing police department space.

Commissioner Proctor expressed concerns in placing the public safety in the ABC Store building, as it is a prime location for businesses and could possibly be considered as an eye sore.

Fire Chief Waycaster noted that he did not care about the location of a substation, as long as it is more central to downtown. Chief Waycaster also noted that it would be unrealistic to house both the Fire Department and Police Department at the ABC Store location.

Police Chief Humphries and Council members discussed whether or not the police department could effectively operate out of the ABC Store location and it was determined that the department could operate effectively out of this building.

Discussion took place regarding a Public Safety facility being constructed which would be large enough to house both Fire and Police. Council reached a consensus that this is ideal, but the ABC Store location could be an interim solution.

Commissioner Proctor noted that the cheapest option may be to build additional office spaces at town hall and noted that the renting the bank location is also a possible option.

Council ultimately decided that the conversation comes down to where to put Community Development. Commissioner Doster and Commissioner Bryant both expressed their recommendations that the Community Development department stay in Town Hall, along with the future project manager. Council also discussed the possibility of crafting a short term plan for Community Development placement.

Council decided to postpone the remainder of the conversation in order to have ample time to consider all options and craft the best plan.

## **X. 2022 TOWN COUNCIL SCHEDULE AMENDMENT**

Town Clerk and Interim Manager explained that the only amendment to the 2022 Town Council Schedule is moving work sessions to every 4<sup>th</sup> Wednesday of the month, rather than every last Wednesday of the month to avoid confusion.

Council approved of the changes to the 2022 Town Council Schedule.

## **XI. BUDGET UPDATE**

Clerk and Interim Manager Stewman explained that she, Sam Karr, and Stephen Ford had now met with each department head to craft their preliminary budgets. Stewman provided Council with a budget calendar and explained that total revenues will remain unknown until the end of April. Stewman noted that in May, there will be a budget meeting with staff and Council to discuss the preliminary budgets and make changes.

## **XII. PANGAEA UPDATE**

Clerk and Interim Manager Stewman explained that she had met with Ron Walters from PANGAEA to discuss the Town's service agreement with PANGAEA. Stewman explained that PANGAEA has agreed to install fiber and providing 100 MB Download/100 MB Upload internet service to an additional town location at no cost and PANGAEA will provide 100 MB Download/100 MB Upload at Town Hall at no charge. Stewman continued to explain that PANGAEA will no longer support the free public Wi-Fi network and that the Town will add an additional equipment room space for PANGAEA's exclusive use, per request. Stewman informed Council that PANGAEA has requested a five year contract with five optional one year extensions.

Commissioner DiOrio noted that per the expansion discussions held today, we will likely need an additional location added to.


A few commissioners expressed concerns regarding the length of the agreement and would prefer one with fewer years.

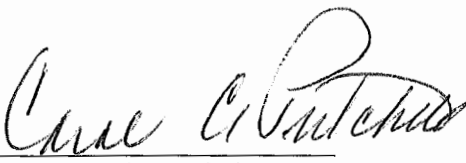
Stewman noted that she would follow up with Mr. Walters and sent Attorney Morgan a draft of the proposed agreement when it is sent.

## **XIII. ADJOURNMENT**

Commissioner Doster motioned to adjourn the meeting. Commissioner Bryant seconded and all voted in favor. The meeting was adjourned at 3:58 p.m.

ATTEST:

  
Olivia Stewman,  
Town Clerk

  
Mayor Carol C. Pritchett