

LAKE LURE TOWN COUNCIL REGULAR MEETING PACKET

Tuesday, July 13, 2021



**Mayor Carol C. Pritchett
Mayor Pro Tem John Moore
Commissioner Patrick Bryant
Commissioner David DiOrio
Commissioner John Kilby**

TOWN OF LAKE LURE

Town Council Regular Meeting

Tuesday, July 13, 2021 – 5:00 PM

Lake Lure Municipal Center



Agenda

I. Call to Order

- Invocation
- Pledge of Allegiance

II. Agenda Adoption

III. Mayor's Communications

IV. Town Manager's Communications

- A. - Outgoing Human Resources Specialist Amy Wright
- Newly Appointed Town Clerk Olivia Stewman
- Outgoing Town Clerk Michelle Jolley

V. Council Liaison Reports and Comments

VI. Public Comment

The public is invited to speak. Comments should be limited to five minutes or less.

VII. Consent Agenda

- A. Approval of the June 8, 2021 Regular Meeting Minutes, the June 17, 2021 Special Meeting Minutes, and the June 25, 2021 Special Meeting Minutes
- B. LaBella Agreement - Sewer Replacement/Rehabilitation Project - Phase 1 Manhole Rehabilitation
- C. BA #309 - Sewer Replacement/Rehabilitation Project - Phase 1 - Manhole Rehabilitation
- D. Amendment to the FY 2021-2022 Land Use Fee Schedule
- E. Town of Lake Lure and Chimney Rock Village Joint Resolution
- F. Resolution No. 21-07-13 Honoring the Service of Town Clerk Michelle Jolley

VIII. Unfinished Business

IX. New Business

X. Adjournment

III
MAYOR
COMMUNICATIONS

IV

TOWN MANAGER COMMUNICATIONS

- Outgoing Human Resources Specialist Amy Wright
- Newly Appointed Town Clerk Olivia Stewman
- Outgoing Town Clerk Michelle Jolley

NAME: DEAN LINDSEY

Department: HYDRO/DAM/WWTP

REPORT DATE:

01 July 2021

CLOSE OUT MONTH:

June 2021

PREPARED FOR:

Town Manager

I. REVENUE

Top 5 Months of Revenue

Rank	Year	Month	Revenue
1	2016	January	\$124,215.00
2	2013	July	\$114,057.00
3	2013	August	\$109,521.00
4	2019	January	\$108,199.00
5	2019	February	\$107,935.00

**2020-2021 Budget Year Revenue
Red Denotes Off Peak Months**

July	577,540 KWH	\$48,599.59
August	795,732 KWH	\$63,539.87
September	1,025,676 KWH	\$72,635.46
October	1,111,524 KWH	\$70,356.16
November	1,320,591 KWH	\$75,273.38
December	980,440 KWH	\$80,561.96
January	865,620 KWH	\$63,354.91
February	89,019 KWH	\$4809.97
March	823,046 KWH	\$54,666.82
April	**1,539,999 KWH	\$98,369.38
May	814,022 KWH	\$54,343.15
June	523,636 KWH	\$40,095.35
TOTAL:		\$726,606.00

**** Highest Production month for budget year**

II. GENERATOR RUN TIMES & LAKE LEVELS

Generator # 1 (Small Unit) = 200 Hours

Generator # 2 (Big Unit) = 192 Hours

Minimum Recorded Lake call in Level = 34.00 Inches

Max Gate Opening = 0 Feet Cumulative

No significant rain events to report this month. It has been a very dry month.

IV. SCHEDULED MAINTENANCE AND IMPROVEMENTS

- Replaced all batteries in battery bank for field excitation of generators.
- Repaired 2 Chemical Feed Pumps
- Repaired one composite sampler
- Received Approval from DEQ to take over ORC Position for WWTP.
- Removed old Concrete pad from Chemical room by chipping and hammering.
- Continued Cleaning at WWTP to remove obsolete items.



Name: David Arrowood

Department: Public Works

REPORT DATE:

June 30, 2021

PREPARED FOR:

Town Manager

I. ACCOMPLISHMENTS

1. Finished up first section of fencing at Public Works.
2. Finished up one round of Street Rights of Way Mowing on every town street.

II. FOLLOW UP

1. n/a

III. OTHER

6-1-21 We started reading water meters.

6-3-21 We made repairs to blow off we installed on Asa Grey we installed last week. Someone hit and broke it.

6-4-21 We mowed street rights of way today.

6-4-21 We removed Memorial Banners from war memorial.

6-7-21 I have been talking to Dot trying to get weight limits for Yacht Island Bridge. They do inspections and there is no rating for that bridge.

6-7-21 We mowed street rights of way.

6-7-21 I inspected sewer repairs made on Jack London today. This is a private line but it crosses our road.

6-8-21 We took water samples to Asheville today.

6-8-21 I met Bill Thompson today on Abbot road about drain pipe at new retaining wall.

6-8-21 We mowed street rights of way.

6-8-21 Helped parks and recs install new non motorized sign at boat ramp today.

6-8-21 Attended 4th meeting at Fire Dept today.

6-8-21 Attended UAB and Board meeting today.

6-9-21 We replaced several boards on wooden boardwalk out near Gazebo.

6-9-21 We mowed street rights of way.

6-9-21 Contractors finished fencing at Public Works today.

6-9-21 We made intersection of Cut A Way and Boys Camp wider with gravel so you can make turn and not run off into mud.

6-10-21 We reinstalled and fixed blow off that was broken off.

6-10-21 We mowed street rights of way .

6-11-21 I can in at 10pm after receiving a sewer call from 911 about sewer backing up at Arbor Cabins. Problem was there line and not ours.

6-12-21 We came in to get tree out of road on Harris Rd.

6-13-21 We replaced a meter box on Chapel Point that got crushed with big truck.

6-15-21 We mowed Street rights of way.

6-16-21 We mowed street rights of way.

6-16-21 We meet with Kurt about our water system.

6-17-21 We took lead and copper samples to Asheville today.

6-17-21 We mowed intersections today and also street rights of way.

6-18-21 We cleaned ditches and brush up on Washburn Road today.

6-21-21 Every Town Owned Street in town has been mowed once already this season. A lot of people thanked Scott and Andie for what they were doing. We also had one resident very angry at us for mowing our streets.

6-21-21 We met again with Kurt today about existing wells in Fire Fly Cove.

6-23-21 We cleaned and ditched a lot on Boys Camp Road today.

6-23-21 We took Chucks truck to dodge place for repairs under warranty. Also took dump truck for recalls.

6-24-21 We mowed and sprayed weed killer at shop and pump station.

6-25-21 We picked up hard trash today.

6-25-21 We worked on stopped up floor drain at beach house #2 today.

6-28-21 We started reading water meters today.

6-29-21 We worked on broken boards on boardwalk.

6-29-21 We fixed a $\frac{3}{4}$ water leak on Memorial Hwy that DOT broke Ditching.

6-30-21 We worked on small beach house bathroom today.

6-30-21 We Started putting out stakes on Memorial Hwy for 4th fireworks show.



NAME: Assistant Community Development Director: Mike Williams
Development and Environmental Review Specialist: vacant

DEPARTMENT: Community Development

REPORT DATE:

July 6, 2021 (reporting period 6/1-6/30/21)

PREPARED FOR

Town Manager/Town Council

I. REOCCURRING WORK ACTIVITIES**1. Zoning Administration/Code Enforcement**

Certificate of Zoning Compliance Issued	6
Certificates of Zoning Compliance Denied	0
Certificates of Occupancy Issued.....	11
Vacation Rental Operating Permits Issued.....	4
Permanent Sign Permits Issued (0) Temporary (0)	1
Complaints Logged	2
Complaints Investigated	1
Notices of Violation Issued	0
Civil Penalties Issued	0
Stop Work Orders Issued.....	0
Improperly Posted Address Notifications Issued	0
Abandoned/Dilapidated Structures Cases Open.....	0 (0 closed by demo)
ZnP Hearings Processed.....	1
BOA Hearings Processed	1
Demolition Permits Issued	0
VROPs Active to Date.....	392

2. House/Modular/Heavy Load Moves Through Town..... 0**3. Environmental**

Land Disturbance Permits Issued.	4
Complaints Logged	1
Complaints Investigated	1
Stop Work Orders Issued.....	0
Floodplain Development Permits Issued.....	4

4. Lake Structures/Shoreline Stabilization

Lake Structure Permits Issued	4
Shoreline Stabilization Permits Issued	0
LSAB Hearings Processed	1

5. Subdivision Administration

Preliminary Plat:	0
Final Plat	0
Minor Subdivisions:	1
Exempt Plat Reviews:	0

Lots Approved 0

Review Officer (per GS 47-30):

Plats Reviewed: 0

Plats Approved: 0

II. PROJECTS UPDATE

Floodplain Management CAV -

The Community Development Department participated in a Community Assistance Visit (CAV) conducted by North Carolina Division of Emergency Management. This is a major component of the National Flood Insurance Program's (NFIP's) Community Assistance Program (CAP). The CAV is a visit to a community by NCDDEM on behalf of FEMA that serves the dual purpose of providing technical assistance to the community and assuring that the community is adequately enforcing its floodplain management regulations. Generally, a CAV consists of a tour of the floodplain, an inspection of community permit files, and meetings with local appointed and elected officials. FEMA or the State will work with the community to help ensure their program is in compliance with NFIP requirements. The Community Development Department was visited by Terry Foxx CFM on 3/25/21. Mr. Foxx reviewed documents related to the management of the floodplain ordinance and also toured the Town's floodplain. Staff are waiting on the final report. **Update: No update at this time.**

Sedimentation into Lake/Water Quality Concerns; sub watershed 5-Grey Logs Cove and the Highlands Subdivision —

The Town, at the advice of our attorney, has agreed to hold Civil Penalties in abeyance for the opportunity for all parties to meet. Amy Annino with the State of NC, Brandee Boggs with USACE, Pete Dickerson with Odom Engineering, Clear Water Environment Consultants, and Highlands HOA have met at the upper road failure site on 02/26/2020. Odom Engineering, as a consultant for Highlands HOA, provided the Town with plans. Staff coordinated and reviewed plans with Amy Annino from NCDEQ and Brandee Boggs from the USACE to ensure all regulations measures are satisfied. Plan revision requests and comments were sent to Pete Dickerson with Odom Engineering on 04/02/2020. Town staff have reviewed the revised plans submitted by Odom Engineering. NCDWR, USACE, and Town Staff have approved the revised plans and have released permits to the applicants.

CDD staff received plan revision requests from Odom Engineering for the upper slope failure repair. Staff reviewed the plan revisions and coordinated comments with NCDEQ and USACE. These comments were shared with Odom Engineering and the Highlands POA on 2/11/21. **Update:** No final revisions were submitted nor has work commenced on this repair. On 4/1/21, the USACE issued a deadline for final plans to be submitted by 5/15/21 and the project be completed within 180 days. **Update: Reviewing files and coordinating with DEQ to determine appropriate next actions.**

N.C. G.S. 160D – North Carolina passed new statues that affect how local municipalities can regulate land use. These updates will become effective on July 1, 2021. Staff with assistance from Isothermal Planning and Development Commission are reviewing Town ordinances in preparation for the 160D update required before July 1, 2021.

Update: On March 16th, staff and IPDC presented to the Zoning and Planning Board a preliminary audit of the Town's Ordinances identifying the area's requiring text amendments to comply with G.S. 160D. The Town's attorney has reviewed the recommend updates and provided feedback for consideration. IPDC will update the recommendations and staff will present these to the Zoning and Planning Board. **Update:** The Zoning and Planning

Board and Town Council approved the text amendments to bring our land-use ordinances into compliance with the new NC Statutes 160D. New TOLL land-use ordinances have been updated and posted to EGov and TOLL Website. **Update:** Continuing work of updating applications and forms to 160D compliance, administrative efficiency and customer-friendly usability.

Town Policy for Compliance with Title VI of the Civil Rights Act of 1964 – Town Staff has contacted Ashley Council, Title VI Officer/ ADA Specialist with North Carolina Department of Transportation/ Office of Civil Rights [accouncil@ncdot.gov]. With assistance from Amy Wright and the use of examples from other jurisdictions, the CDD Staff have created a non-discrimination policy that satisfies the requirements for Title VI. This document will be shared with William Morgan for review. Once reviewed and approved by Mr. Morgan, an adoption resolution and document will be presented to Town Council. A copy of the drafted Title IV was shared with Isothermal Planning & Development Commission for comment. Staff are currently working on incorporating their recommendations. Requests for access to the survey of compliance have been submitted to NCDOT. Staff are currently waiting for a response. **Update: No update at this time.**

Lake Structure Tag Maintenance Program – The Town of Lake Lure's Lake Structure Regulations require that all lake structures be maintained and in good repair. There is to be a lake structure certificate and accompanying structure tag issued for all structures on the waters of Lake Lure certifying that the structure is in compliance with the ordinance. The ordinance provides that the town shall have the authority to condemn any lake structure due to decay, disrepair, or any hazardous condition. The property owner will be given a written notice and 90 days to comply with the Town Council's determination. If the owner fails to appeal to the Town Council for a hearing or comply with their determination, Council may revoke their lake structure certificate and accompanying tag (if one had been issued) and remove the structure at the property owner's expense. It also provides that owners of upland property who fail to comply with this section of the Lake Structure Regulations (§ 94.08), shall be ineligible to receive a boat permit.

As this program has not been enforced in over 20 years, some lake structure have not been maintained, resulting in potentially hazardous conditions. In an effort to ensure all lake structures built or installed over the Town's lake property, the Community Development Department has been asked to restart the enforcement of the lake structures tag program. The department is working with the Town's attorney to ensure all elements of this program align with state regulations and can be restarted, as well as evaluating how to develop a sustainable means of monitoring/enforcing the program. As staff are not qualified to inspect the structural integrity of structures, a qualified professional (engineer) will have to perform the inspections. **Update: Continuing evaluation of program and implementation planning.**

Land Use Fee Increase – The Community Development Department was requested by the Town Manager to increase permit fees to ensure department revenues cover the wage of the lowest paid department employee. Figures provided by the Finance Department shows that an increase of all land use fees by 60% will satisfy this request. After over 8 years without increasing land use fees, on May 26th the upcoming year budget was approved with the 60% increase. **Update: Lake Use fee increases, while previously reviewed by Council, were inadvertently omitted from the May 26th approved budget package. They have been placed on the consent agenda of the July 13, 2021 Town Council meeting and new fee schedule should be implemented as of July 14, 2021.**

Department Staffing – A new Development and Environmental Review Specialist has been hired (and started work on July 1st). Rick Carpenter comes to us with broad experience reviewing land use plans and permit applications, and also brings strong mapping, especially GIS, skills. He grew up in the area, most recently was working in zoning, planning and code enforcement with Spartanburg County, and he's a rock climbing enthusiast

and guide – very familiar with our local trails and the Town’s natural assets. I’ve been working to get him incorporated into the team and preparing for his ongoing training. Expecting a great asset in Rick!

III. OTHER

In addition to the projects listed above, there are a few things that have required significant focus from the Community Development Department:

1) Staff Development/Training/ Updates

- a. I’m continuing to learn and discover the broad scope of the Assistant Community Development Director position. It has been a very busy, and equally productive time since stepping into the role 5/29/21.
- b. Rick Carpenter and I will be working on developing his ability to effectively use our BMS permitting software and permit review/approval/issuing process and familiarizing him with our processes. He is reading and studying our ordinances and applying to permit application reviews.
- c. In June, I participated in Plat Review Officer training through the NC Secretary of State and Powell Bill training through NCDOT. I am also scheduled for the NC Association of Certified Zoning Officers conference July 19-21, 2021.

Overall, the Community Development Department is working towards completing larger projects while focusing on current permitting demands, and training new department staff. I truly appreciate the support of the Town Manager, Mayor and Town Council, and the rest of the Town staff!



Mike Williams
Assistant Community Development Director



Dean Givens; Parks, Recreation, and Lake Director

DEPARTMENT: Parks, Recreation, and Lake

REPORT DATE:

PREPARED FOR:

June 28, 2021

Town Manager

I. ACCOMPLISHMENTS

Current Parks, Recreation, and Lake Projects:

1. Boy's Camp Rd. Campground – <i>Not selected for PARTF funding</i>	2. Luremont Trails – <i>Trail scouted; permits filed; Plan approved by Parks and Rec. Board, legal opinion received; working on next steps</i>	3. Marina Phase II and Amphitheater Funding – <i>Working with TDA/ Rutherford Bound to keep projects moving forward</i>
4. Monetization Schedule for P&R Assets and Facilities – <i>New ideas being considered</i>	5. Updating Parks and Recreation Open Space Plan – <i>Working with Ed Dittmer and Moe Bay on updates</i>	6. Morse Park Walking Path Expansion Grant – <i>To expand the pavement back to town hall</i>
7. Morse Park Parking Expansion – <i>Working on plan to create more parking</i>	8. CRSP Ingress/Egress – <i>Meetings planned to discuss how this is going to be done</i>	9. Seeking Grants for Buffalo Creek Park parking lot expansion – <i>Grant has been submitted</i>
10. Permit for Filling in Half of Pond in Morse Park – <i>According to the Morse Park master plan</i>	11. Deep Water Launch – <i>Applying for permits</i>	12. Naming Rights – <i>Working to update policy</i>
13. Dredging Grant – <i>Finalizing budget</i>	14. Golf Course Plan – <i>Golf Course study</i>	

PR&LD ACTIVITIES:

1. Oversee daily operations for Parks, Rec, & Lake
2. Attended multiple staff/public meetings
3. Attended multiple project meetings
4. Worked on multiple projects
 - Dredging
 - Cell Tower
 - Amphitheater
 - Boardwalk/Marina Ribbon Cutting
 - Island Creek Rd. silt disposal site
 - Deepwater Launch
 - Walkway pavers in front of beach
 - New seawall at gazebo
 - Hired new staff
 - Annual firearms qualifying
 - Mining permit updated
 - Chapel Point Rd. lake access easement

PR&TC ACTIVITIES:

1. Worked with PR&L intern on new potential activities/events (Paint in the Park, concerts/movies by water, etc.)
2. Worked on Lake Use Survey
3. Began training new PR&L employee, James Dennett
4. Added more information to the Parks, Recreation, and Lake Department Standard Operating Procedures
5. Added to the PR&L Tools and Equipment Inventory Spreadsheet
6. Collaborated with Rutherford Outdoor Coalition on the Two for the Trails grant for potential funding for the Buffalo Creek Park parking lot expansion – grant has been submitted
7. Checked Buffalo Creek Park, Dittmer-Watts Nature Trails, and Weed Patch Mountain for damage
8. Led Weed Patch Mountain Trail workday on 6/15 to remove trees and clear overgrowth – 4 volunteers; 32 volunteer hours
9. Organized Dittmer-Watts workday on 6/16 to remove trees and clear overgrowth – 6 volunteers; 24 volunteer hours
10. A volunteer cleared overgrown brush from the Buffalo Creek Park Trail on 6/17 and 6/19 – 1 volunteer: 9 volunteer hours
11. Led Buffalo Creek Park workday on 6/22 to repair erosion – 5 volunteers; 20 volunteer hours
12. Led Weed Patch Mountain Trail workday on 6/23 – 4 volunteers; 24 volunteer hours
13. Planned upcoming trail maintenance days and recruited volunteers to help
14. Utilized volunteers to collect water samples – 2 volunteers; 14 volunteer hours
15. Utilized a total of 84 volunteer hours
16. Attended several meetings

P&R Maintenance Activities:

1. Performed regular ground maintenance activities at all areas
2. Cleaned parks, boat ramp, and marina
3. Sprayed playground equipment and picnic tables with bleach

4. Repaired the fountain
5. Installed summer annuals around Lake Lure sign
6. Took down library banners and put up Olympiad and 4th of July banners

Lake Activities:

1. Buoy maintenance
2. Debris pickup

1. FOLLOW UP

1. Open Space Plan: Will continue working with Ed Dittmer and Moe Bay to update the Open Space Plan
2. Luremont Trail: Plan has been approved by Parks and Recreation Board; legal opinion received; working on next steps
3. Boys Camp Road: Not selected for PARTF funding.
4. Dredging Grant: \$637,500 grant awarded, working to finalize budget
5. Naming Rights Policy: Continuing to gather information for Naming Rights Policy for Town properties
6. Lake Lure Trails: Work days held on Lake Lure trails each month to ensure they are properly maintained

2. OTHER

1. Marina Slips Available: 0



Name: Dustin Waycaster

Department: Fire

REPORT DATE:

July 2, 2021

PREPARED FOR:

Town Manager

I. ACCOMPLISHMENTS

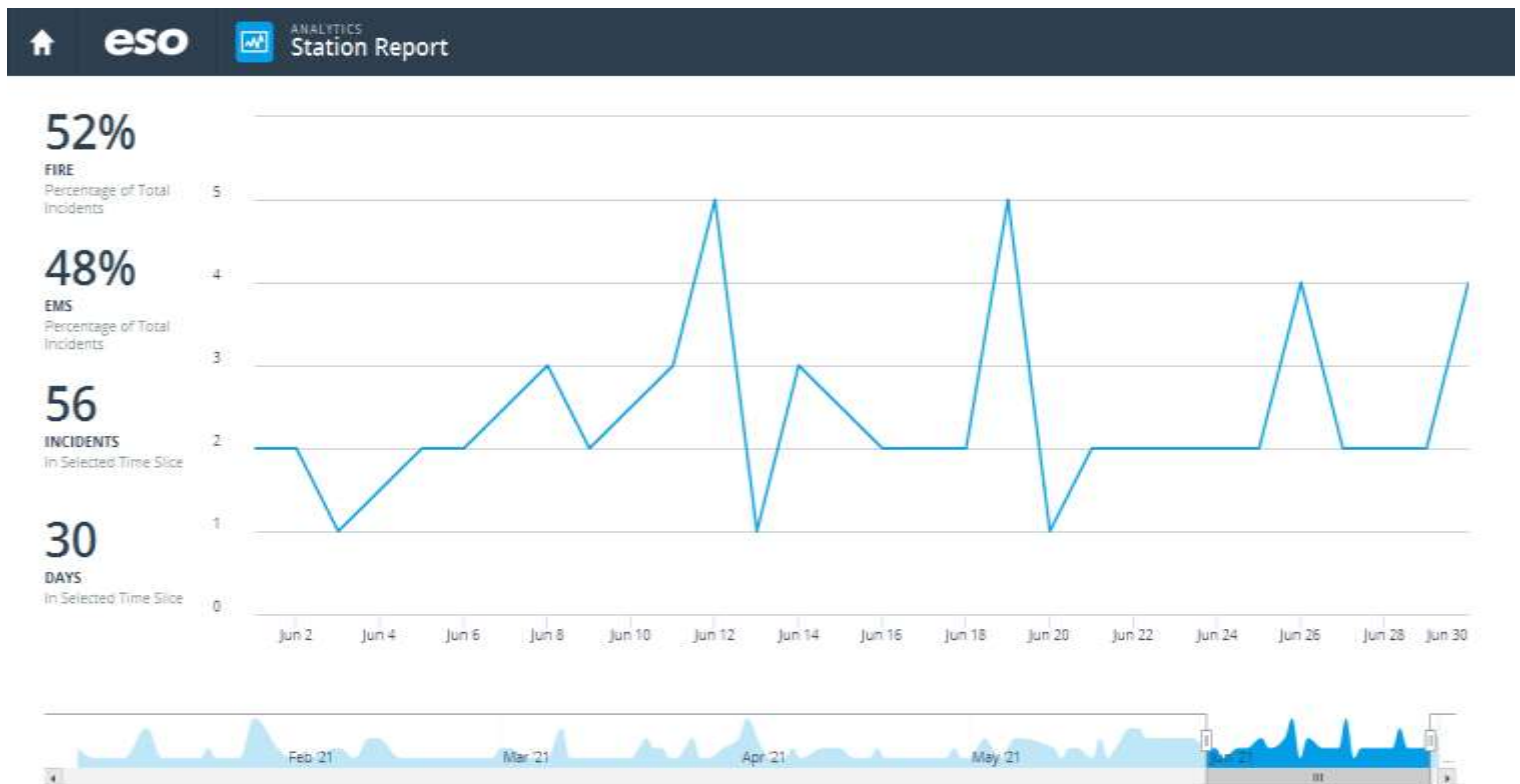
- 6-1 Medical Call Boys Camp. Monthly Drug Checks. Fire Investigator Training. SCBA maintenance.
- 6-2 Maintenance on 2511. Medical call on Nesbit at Blueridge Medical. Medical call @ ingles. Extrication training @SVVFD. Maintenance on Station Lawn Mower.
- 6-3 Fire Alarm Mountains Blvd. Outside station maintenance.
- 6-4 Hydrant inspections and Maintenance. Programed new pagers and pick them up from the Fire Marshals office.
- 6-5 Installed 17 Smoke Alarms in Homes in and around the Lake Lure Area. This was part of the smoke alarm canvassing project thru the North Carolina Office of the State Fire Marshal. Two medical calls Memorial Hwy and Ridgeview Cir.
- 6-6 Medical call 64/74A and Public assist call Memorial Hwy.
- 6-7 Portable Pump training and Maintenance. Rescue Training
- 6-8 Two Medical calls one on Holmes Rd the other Memorial Hwy for overdose.
- 6-9 Tree Down Boys Camp. Public Assistance call Weaver Ct.
- 6-10 EMT In-service. Pump Training
- 6-11 Two Medical call Lake Vista Apartments and Grassy Knob.
- 6-12 Five (Fire Alarm-Vance Place, Traumatic Injury-Kings Dr, Possible Drowning call- LL Marina, MVC- Memorial Hwy, and Tree Down Charlotte Dr.
- 6-13 Tree Down- O'Messersmith
- 6-14 Cardiac Arrest Main St. Chimney Rock. Medical call-LaStrada.
- 6-16 Smoke report Laurel Lane. Unattended Fire Laurel Lane.
- 6-17 Fire Inspection at Legends for new installed Pizza Oven.
- 6-18 Mulch Fire- Whitney Blvd. Installed Smoke Detectors Terrace Dr.
- 6-19 Six calls (MVC-US 64/74A, Medical-call CRSP, Medical call-CRSP, stranded motorist-Memorial Hwy, Fire Alarm Sunset Lane, Fuel Spill-Lake Lure)
- 6-20 Fuel Spill Tryon Bay Cir.
- 6-21 Fire Alarm-Chinquapin Rd and Missing Juveniles-LL Beach. Safety and Survival Class
- 6-22 Disposed of Hazmat Doods and pads.

- 6-23 Installed smoke detectors-191 Shenandoah Dr.
- 6-24 Possible Fuel Spill-Sunset Cove. Sinking Boat Deerwood Dr.
- 6-25 Two Medical calls (Yates Lane, Memorial Hwy)
- 6-26 Four calls (Lifting Assistance-CRSP, Medical call CRSP, Medical Call-Memorial Hwy, Medical call 153 Mountains Blvd)
- 6-27 Two Calls (1020 Memorial Hwy-medical call, Breathing Problems-153 Mountains Blvd.)
- 6-28 Two calls (Fire Alarm- Holmes Rd, Elevator Rescue-Main St Chimney Rock)
- 6-29 Fire Alarm-CRSP
- 6-30 (Lift assist-Fox Run Ct, Sinking Boat-Buffalo Creek, Smoke Investigation-Boys Camp, Water Rescue-Main St Chimney Rock)

II. FOLLOW UP

1. Lake Lure Fire had **447** total hours of training for the month of May.
2. Lake Lure Fire ran 56 Fire/Medical/ Rescue calls
3. Wrote 13 Burn permits.

OTHER



NAME: SEAN HUMPHRIES

Department: LAKE LURE POLICE DEPT

REPORT DATE:

CLOSE OUT MONTH:

PREPARED FOR:

7/1/2021

June 2021

Town Manager

I. ACCOMPLISHMENTS

- Officer Tyler Dills completed classes and received an Open Water Scuba Diving certification. This certification is a great service for our department when dealing with cases involving the lake. Corporal Collins will become certified mid-July.**
- Chief Humphries and staff are preparing for the Town's largest yearly event for July 4th. All staff including available Reserves will be reporting to work traffic and crowd during this time.**
- Officers including Reserves have been diligently patrolling the Lake, concentrating on making sure all vessels are permitted as well as making sure all are being safe while using the Lake. Hours of patrol have been stepped up in order to handle congestion during the summer.**

Total Police Activities for Month: **521** (Partial Break-down below)

3	Breaking/Entering/Larcenies	18	Traffic Stops
13	Citations	6	Warning Citations
9	Verbal Warnings	7	Accidents
4	Total Arrests	51	Business Checks
15	Lake – Patrols/Permit Checks	53.86	Lake – Total Hours Patrolling
7	Lake – Verbal Warning	7	Lake – Warning/Citation
0	Motorcycle Mufflers Checked	20	Residential Alarms Activated
5	Follow up Investigations	3	Special Event/School/Town/Chamber
2	Parking Infractions	4	Noise Complaints

Citations – Cumulative Total of Citations: **13** (Hard Copies) (1 Citation may include 2 charges) (2) Driving While License Revoked, (1) Expired Tag, (1) Possess Alcohol, (8) Other Misdemeanor charges

Charges Total: 12

Lake Citations – Lake Totals: Citations (Permit \$125 Fine if not corrected in 7 days) (9 Total Warning/Citations) All were for Operating a vessel with no permit/improper permit

Arrests – Cumulative Total of Arrests: **4** (1 Arrest may include several charges)

Charges Total: (2) Drug Violations, (1) Driving While Intoxicated, (1) Liquor Law Violations, (2) Other Offenses

★ Public Access of this form may affect the Accomplishments and Follow Up listings due to privacy and cases that continue to be investigated.

Activity Log Event Summary (Cumulative Totals)

Lake Lure Police
(06/01/2021 - 06/30/2021)

Accident	7	Alarm activation	15
Animal Complaint	6	Assist EMS	11
Assist Fire Department	12	Assist Other Department	6
Assist other Lake Lure Officer	30	Assist Subject	1
Attempt to Locate	6	Attempt to Serve a Subpeona	2
Attempt to Serve a Warrant	2	Breaking and Entering	1
Call by Phone	7	Careless and Reckless Driving	2
Citation	13	Code 20	1
Community Contact	6	Court	2
Disorderly Conduct	1	Disturbance	2
Domestic Trouble	3	DWI	1
Extra Patrol	61	Follow up Investigation	5
Foot Patrol	29	Fraud	1
Home Lockout	2	Illegally Parked Vehicle	4
Improperly Parked Vehicle	1	In Office Work	15
Intoxicated Subject(s)	3	Investigate	1
Investigate Suspicious Vehicle	5	Lake - Boat Permit Check	38
Lake - Boating Accident	1	Lake - Breaking wake violation	1
Lake - Life Jacket Violation	2	Lake - None or Exp TOLL Boat Permit	1
Lake - Non-Motorized in middle of Lake	3	Lake - Ordinance Violation	2
Lake - Patrol	15	Lake - Pulling too many on a tube	3
Lake - Safety check	1	Lake - Unauthorized Swimmer	11
Lake - Verbal warning	7	Larceny Report	2
Loud Music	1	Meet with Subject	7
Missing Person	1	Noise Complaint	1
Ordinance Violation - Illegally Parked - Ordin #71.0	1	Possible Drowning/ Drowning	2
Possible Drunk Driver/Careless Wreckless Driver	1	Prisoner in Custody	4
Public Assist & Transport	1	Rutherford County Jail/Processing	4
School Patrol	1	Series of Business Checks	51
Serve a Warrant	2	Silent 911	5
Speak With Subject	15	Stranded Motorist	10
Streetlight Maintenance Check	1	Suspicious Person(s)	8
Took a Report	1	Traffic Control	1

Activity Log Event Summary (Cumulative Totals)

Lake Lure Police

(06/01/2021 - 06/30/2021)

Traffic Stop	18	Training	2
Tree Blocking Road	1	Trespassing	2
Underage Drinking	3	Vehicle Maintenance	9
Verbal Warning	6	VR Complaint	1
Warning Citation	6	Welfare Check	3
Wildlife Issue/Injury	1		

Total Number Of Events: 521

Name: Laura Krejci

Department: Communications\Events\Grants

REPORT DATE: JULY 6, 2021

PREPARED FOR: TOWN MANAGER

I. NEW WEBSITE LAUNCH

1. **LAUNCH:** Oversaw the development of the new website with input from Town Council and all Department Heads. The new site launched 6/30/21 with no major issues.
2. **REACH:** Over 3,000 individuals have visited the site in the first weekend.
3. **NEW FEATURES:**
 - ✓ The new website has a **responsive design** and will automatically convert to the users phone, tablet, or ipad.
 - ✓ There is a **mega menu** on the top right. The user may hover over any of these key headers to see additional links related to **Government, Community, Departments, and Services.**



A: Government:

LEADERSHIP Lake Lure Mayor Mayoral Messages Town Council Marine Commission Council Meetings Public Hearings MEETING INFORMATION Agendas, Packets & Minutes Watch Livestream Meetings Comprehensive Plan	APPOINTED BOARDS ABC Board Board of Adjustment Lake Structures Appeals Board Lake Advisory Board Parks & Recreation Board Utility Advisory Board Zoning & Planning Board	Transparency in Government Annual Budget Annual Audits Capital Improvement Plan Form of Government Code of Ordinances News Events	
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B: Community:

Discover Lake Lure Lake Lure Yesterday & Today Recommendations Neighbors Quick Facts Town News TOWN CALENDAR Council & Board Meetings Events Comprehensive Plan Frequently Asked Questions	PLACES OF INTEREST The Beach The Lake Parks & Trails The Library Facility Rentals Visitor Information Welcome Center Chamber of Commerce	Schools Medical Resources Police Fire/Emergency Management Burn Permits Fire Stations Emergency Notification System (Everbridge) Rutherford County Area Links	
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C. Departments:

Administration Town Manager Town Clerk Human Resources Communications Finance Customer Service	Community Development Dam/Hydroelectric Plant Fire/Emergency Management	Parks, Recreation, & Lake Parks & Trails Getting Out on the Lake Lake Use Regulations Lake Levels Police Public Works Water Sewer Streets Garbage Pickup	
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D. Services

PUBLIC SAFETY Police Fire/Emergency Management Medical Resources STAY CONNECTED Town News Emergency Notification System (Everbridge) Email Subscriptions Town Calendar	RESIDENTIAL SERVICES Utilities - Water & Sewer Trash Collection Medication Disposal Street Maintenance Work Order Request DOCUMENTS & FORMS Forms, Permits & Applications Documents & Reports Fee Schedule	RECREATIONAL AREAS The Beach Boating Information Parks & Trails Washburn Marina	
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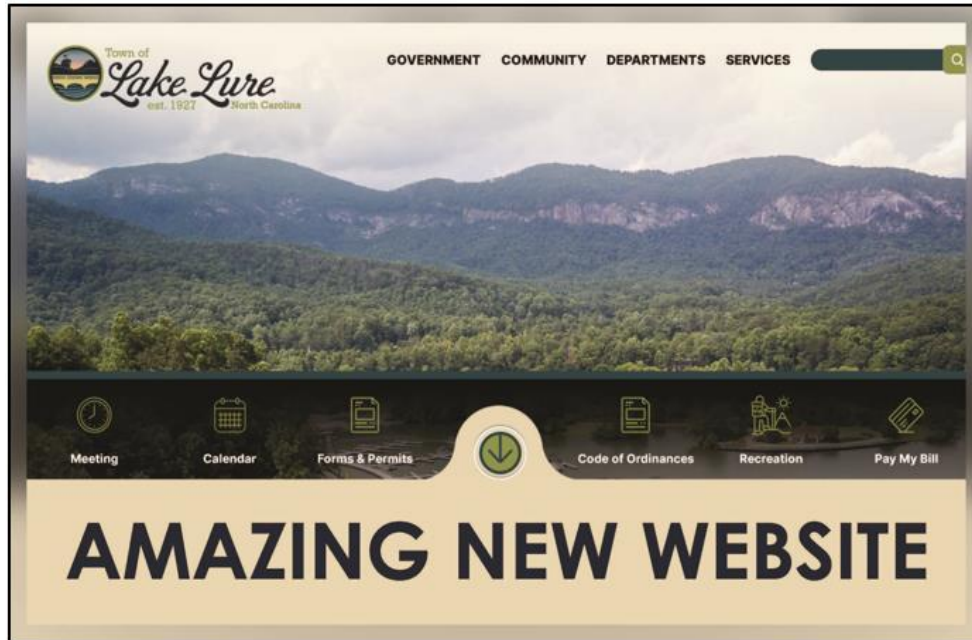
- ✓ If the user has any difficulty finding the information they are looking for within the links provided, there is a **search bar** which creates a list of related links for the users.
 - ✓ The latest **Town News** and **Upcoming Meetings and Events** are featured on the home page.
 - ✓ There are quick links on the home page for **Meetings, the Calendar, Fees-Forms-Permits, Ordinances, Recreation and Online Payments.**
 - ✓ There is an **upgraded Town Council/Board Meeting Agenda, Packet & Minutes system** (Note that documents are readily accessible verses having to search through folders and subfolders.)
 - ✓ There is an option for **Online Work Orders.** (Note that the public may submit work orders online and they will receive email confirmation and updates as submitted by the respective points of contact.)
 - ✓ There is an option for **Online Facility Rentals** (Facility rentals can be made online with an automatic reply and email updates provided by the points of contact.)
 - ✓ There is an option for **Online Payment for Utility Bills:** (This feature exists currently)
 - ✓ There is an **upgraded Online Parks and Trails Package:** (This new package offers many new features and additional information on our parks and trails including online maps and amenities for each park/trail.)
 - ✓ Note that boat slip rentals and boat permits will be available for online purchases next year.
4. **STAFF TRAINING:** Provided training to all staff who have access to update/edit their respective departmental microsites.
5. **LINKAGE WITH MUNICODE MEETINGS PACKAGE:** Provided training to staff who are clerking the various boards as their agendas and minutes will all show up online as they are published.

Date	Meeting	Agenda	Agenda Packet	Minutes
07/19/2021 - 3:30pm	ABC Board Regular Meeting			
07/13/2021 - 5:00pm	Town Council Regular Meeting			
07/13/2021 - 4:00pm	Marine Commission Special Meeting			
07/12/2021 - 3:30pm	Lake Advisory Board Regular Meeting			
07/02/2021 - 1:00pm	Town Council Special Meeting			
07/01/2021 - 1:30pm	Parks and Recreation Board Regular Meeting			

6. **TOWN NEWS:** The following updates were shared on town news in June 2021:

Town Council Special Meeting	Public Hearing	Wed, 06/30/2021
Marine Commission Special Meeting	Public Hearing	Wed, 06/30/2021
Paws for the Cause Fundraiser	Press Release	Tue, 06/29/2021
6/25/21 COVID-19 Updates	Press Release	Fri, 06/25/2021
Employment Opportunity	Press Release	Mon, 06/21/2021
New Lake Lure Marina and Boardwalk Revitalizes Historic Lake Lure Community	Press Release	Mon, 06/14/2021

7. **MARKETING THE NEW SITE:** I recommend sending a postcard to property owners announcing the new website and encouraging them to visit the site. I obtained mailing addresses for the 3,190 tax payers in Lake Lure and obtained a quote for the postcard. The cost of creating and mailing the postcard is estimated at \$2,250.



The Town of Lake Lure's New Website Features the Following:

- ✓ A responsive design which automatically converts to your phone, tablet, or iPad.
- ✓ The latest Town News and Upcoming Meetings and Events.
- ✓ Quick links to Fees-Forms-Permits, Ordinances, Recreation and Online Payments.
- ✓ Upgraded Council/Board Meeting Agenda, Packet & Minutes System
- ✓ Online Work Orders
- ✓ Online Facility Rentals
- ✓ Upgraded Online Parks and Trails Package
- ✓ Search bar which allows you to find resources much more readily.

Check It Out: www.townoflakelure.com

Read the latest recommendations for Lake Lure – Recently added to our website:

Blue Ridge Mountain Life: <https://blueridgemountainlife.com/lake-lure-nc-travel-guide/>

Lake Lure NC is town that is literally built around a lake, nestled in the steep rocky cliffs of Hickory Nut Gorge area of NC, and south of the city of Asheville NC. Lake Lure is one of the most beautiful mountain lakes in not only the Blue Ridge Mountains, but in the United States as well.

Hickory Nut Gorge, including Chimney Rock Village and Lake Lure, have been enticing people to visit since before the early 1900s, due its beauty and reputation for being one of the Grand Canyons of the east.



Lake Lure is an excellent spot of visit and vacation, and is just prefect for that quiet getaway you need.

WHAT'S IN THIS GUIDE?

[Where is Lake Lure NC?](#)

[What's in Lake Lure NC?](#)

[Where to stay in Lake Lure?](#)

[Where to Eat in Lake Lure NC?](#)

[Top 10 Things to do in Lake Lake NC](#)

[1- Water activities](#)

[2 - The Beach](#)

[3 - Take a Guided Boat Lake Tour](#)

[4 - Hiking and Mountain Biking](#)

[5 - Visit Chimney Rock State Park](#)

[6 - Go Ziplining at Canopy Ridge Farms](#)

[7 - Visit the small shops in Chimney Rock Village](#)

[8 - Golf](#)

[9 - Visit the Town Center Walkway and the Magical Lake Lure Flowering Bridge](#)

[10 - Morse Park and Greenway](#)



III. ANALYTICS

1. Facebook Analytics

a. Posts:

Published	Post	Type	Targeting	Reach	Engagement
07/04/2021 3:38 PM	 Happy Independence Day from the Town of Lake Lure, NC! As you			2.6K 	71 112 
07/01/2021 11:30 AM	 COUNT DOWN TO JULY 4th! Please send in your favorite Patriotic			3.3K 	177 144 
06/25/2021 4:15 PM	 6/25/21 COVID-19 UPDATE: There are no new cases in lake Lure as of			1.3K 	20 13 
06/21/2021 5:18 PM	 EMPLOYMENT OPPORTUNITY: The Town of Lake Lure, NC is			3.4K 	185 32 
06/15/2021 4:46 PM	 6/15/21 COVID-19 UPDATE: There have been (179) Total Positive			1.3K 	8 10 
06/11/2021 4:13 PM	 YOU ARE INVITED - LAKE LURE ROUND TABLE MEETING: Mayor			1.3K 	57 14 
06/10/2021 9:30 PM	 REMINDER - Lake Lure Boardwalk and Washburn Marina Ribbon			11.6K 	379 138 
06/09/2021 10:05 AM	 THANK YOU FIREFIGHTERS AND FIRST RESPONDERS! The Lake			1.9K 	44 62 
06/08/2021 9:07 PM	 EMPLOYMENT OPPORTUNITY: The Town of Lake Lure, NC is			854 	24 3 
06/08/2021 1:56 PM	 TOWN COUNCIL MEETING REMINDER - 6/8/21 @ 5:00PM: The			778 	9 2 
06/08/2021 1:52 PM	 REMINDER - MARINE COMMISSION MEETING - 6/8/21 @			756 	8 2 
06/01/2021 5:41 PM	 YOU ARE INVITED - LAKE LURE ROUND TABLES: Mayor Carol			1.7K 	139 35 
06/01/2021 4:35 PM	 6/1/21 COVID-19 UPDATE: There have been (178) Total Positive			1.1K 	7 3 
06/01/2021 12:55 PM	 Statewide Smoke Alarm Canvassing Day: Any household in the Lake Lure			841 	3 7 
06/01/2021 12:33 PM				831 	5 12 
06/01/2021 12:31 PM	 Honoring Our Nation's Heroes: The Town of Lake Lure, NC held a			2.1K 	152 70 

III. ANALYTICS

2. Facebook Analytics (Continued)

- a. **Likes** (When someone “likes” a page, they're showing support for the page and indicating they want to see content from the page): **We had a 4% increase this month over this same time last year with 16,148 followers as of 6/30/21**, compared to 15,584 on 6/30/20.
- b. **Followers** (People who have opted-in to “follow” our profile or page, meaning that they will receive our updates in their timeline): **We had a 4% increase this month over this same time last year with 16,475 followers as of 6/30/21**, compared to 15,896 on 6/30/20.
- c. **Demographics of Followers:** Note that **506** of our Facebook followers live in Lake Lure. The following is the list of our top followers.

Country	Your Followers	City	Your Followers	Language	Your Followers
United States of America	16,367	Rutherfordton, NC	508	English (US)	16,034
United Kingdom	16	Lake Lure, NC	506	English (UK)	254
Canada	15	Asheville, NC	440	Spanish	95
Mexico	10	Forest City, NC	399	French (France)	33
Germany	7	Charlotte, NC	381	Portuguese (Brazil)	18
Australia	7	Hendersonville, NC	282	Arabic	12
Iraq	4	Shelby, NC	231	Spanish (Spain)	11
Pakistan	4	Spartanburg, SC	185	German	8
Puerto Rico	3	Greenville, SC	173	English (Pirate)	6
Bangladesh	3	Gastonia, NC	165	Simplified Chinese (Chi...	5

IV. EVENTS

a. Past Months Events:

1. **Round Table Meetings:** The Lake Lure Town Council Members recently held a series of public round table forums with the community to discuss this project. The meetings were widely attended with 55 in attendance at the meeting in Lake Lure’s Municipal Hall and 81 in attendance at the forum held at Rumbling Bald’s Terrace.
2. **Ribbon Cutting:** The Ribbon Cutting Ceremony for the Lake Lure Boardwalk and Washburn Marina is planned for 5/14/21 at 11:00. We have sent out 130 invitations. The event will be filmed and available online following the event. 13 people have sent in their RSVP.
3. **Fireworks:** Rumbling Bald held their Fireworks event on 7/3/21. The Chamber and Lake Lure Tours hosted the Fireworks event on 7/4/21 which was a big success. The Fire Chief estimated there were 5,000-7,000 people in town for the event.

b. Upcoming Events:



Town Council
Town of Lake Lure, NC
12 Dates - Jan 12 - Dec 14



Town of Lake Lure and ROC Workday at
Weed Patch Mountain
Buffalo Creek Park, Lake Lure NC
Wed Jul 7, 8:00am



ROC Trail Workday: Dittmer-Watts
Dittmer-Watts Nature Trail Park Lake Lure NC
Tue Jul 13, 8:00am



Town of Lake Lure and ROC Workday at
Buffalo Creek Park
Buffalo Creek Park, Lake Lure NC
Tue Jul 20, 8:00am

III. GRANTS

1. FEMA High Hazard Potential Dam (HHPD) Grants:

- a. **2020 FEMA HHPD Grant:** The 2020 Grant application was approved and **the Town was officially awarded \$121,000 for this project.** The total project cost is **\$185,710**. The Town must contribute 35% (\$64,998.50) to support completion of this project. The FEMA HHPD grant contract was reviewed and approved by the Town attorney and signed and forwarded to NC DENR for their signature.
Update 6/30/21: Updated report submitted to the NC DEQ Dam Safety Office 6/22/21.
- b. **Second 2020 FEMA HHPD Grant:** Completed a proposal for a **conceptual design of a replacement for the Lake Lure Dam. The total cost of this project is \$58,568.** This grant opportunity requires a 35% match. The Town must contribute **\$20,498.80** to support completion of this project, if awarded the remaining 65% (\$38,070.20).
- c. **FY2021 FEMA HHPD Grant:** The grant application for this year was submitted 6/11/21. I worked closely with Schnabel Engineering to submit this application for the Field Investigation to support the Dam Reconstruction of the Replacement Dam. The cost was estimated at 1.3 million. FEMA Grants Awards in NC are expected to be in the \$100 – 120,000 range for this opportunity per NC DEQ DSO.

2. Transportation and Infrastructure Committee Funding:

- a. **Representative Cawthorn:** Worked with Commissioner DiOrio and the Town Manager to submit an application for funding through Representative Cawthorn's office for the Transportation and Infrastructure Committee, based on the State Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP). Obtained letters of support from Senator Burr's Office, the Isothermal RPO, Rutherford County and the Mayor of Lake Lure.

Update 6/30/21:

- b. **Transportation and Infrastructure Committee Funding:** Met with Robin Ramsey, Field Representative for Senator Burr on 6/11/21 to discuss the Town's infrastructure issues. Worked with Ms. Ramsey to submit a **FY2022 Infrastructure Appropriation Request** for funding to support the dam replacement through Senator Burr. The request confirmed that the Town will be able to provide the 20% matching funds for the \$8 million project to support the design phase of the dam replacement project. The \$1.6 million will come from the Lake Lure Dam Reserve Funds, if awarded.

III. GRANTS (CONTINUED)

- c. **Transportation and Infrastructure Committee Funding:** Met with Jordan Ramsey Regional Representative for Senator Tillis on 6/15/21 to discuss the Town's infrastructure challenges. Worked with Mr. Barnes to submit a **FY2022 Infrastructure Appropriation Request** for funding to support the dam replacement through Senator Tillis. The request confirmed that the Town will be able to provide the 20% matching funds for the \$8 million project to support the design phase of the dam replacement project. The \$1.6 million will come from the Lake Lure Dam Reserve Funds, if awarded.
- d. **Asset Inventory and Assessment Grant Program:** The purpose of this grant is to support developing asset inventories, condition assessment of critical assets, and other components of a comprehensive asset management programs. LaBella Associates will take the lead in applying for this grant in 2021.
- e. **Grants Database:** We continue to update the Grants Database as new information becomes available.

IV. COMMUNICATIONS

1. **Declaration of Independence Video:**

Produced the video of Jim Walters reciting the Declaration of Independence at the recommendation of Mrs. Betty Ross. The video was placed on the website and on Facebook and has reached over 2,600 people.

Happy Independence Day

Happy Independence Day from the Town of Lake Lure, NC! As you celebrate the 4th with family and friends today, take a moment to remember the meaning behind the day. Please click on the following link to hear Capt. James Walters, USN (Ret.) as he recites the Declaration of Independence: <https://www.youtube.com/watch?v=l0wwGKwCasI>

Special thanks to Lake Lure resident Mrs. Betty Ross for her idea to have the Declaration of Independence recited today. Thank you to Capt. James Walters, USN (Ret.) for his amazing recitation.

Please send your patriotic photos to Communications@townoflakelure.com and we will look for opportunities to share them. Have a safe and happy holiday!



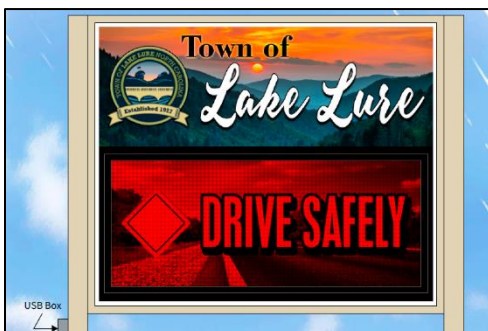
2. **Everbridge:** Increased Everbridge

registrants by 1 this month with 876 Everbridge registrants + 1112 Nixel registrants) as of 6/30/21. There were no emergency notifications this month.

4. **Signage:**

- a) **Town Hall:** Obtained bids for a two sided electronic sign for the Town. Started with the company that provided the signage for the Public Library, Stewart Signs. The first quote is for \$17,228 for a one color sign shown below on the left. One concern about the one color is that the writing is in red. In order to get multi colors, the cost is \$18,427, a small difference for the visual impact shown below on the right. I am awaiting a second quote from a second company. The second company is a distributor in Asheville and would be obtaining the sign through a company like Stewart signs. The third company is a local company that made the sign for Bat Cave Fire Department and would not meet the town standards for such a sign.

Recommendation: After further discussion with the Finance Director, it is recommended that this purchase would need to be through a sole source, Stewart Signs from Florida. They have made all of the local signs of this type with the exception of Bat Cave Fire Department.



- b) **Morse Park Signage:** I am working with the Parks, Recreation and Lakes Department to develop replacement signage for Morse Park that would focus on the lake on one side and fishing on the other side. We are working to determine if we can reuse the old structure to reduce the cost of the signage and I am in discussion with the sign company about this and we are creating a new map of the local parks and trails.

4. Leadership Support:

- a) **Communications Plan:** Working to update the Town's Communication Plan based on recent budget and infrastructure developments. The plan is to be reviewed and discussed as needed at the 7/13/21 Town Council meeting.
- b) **Support to the Mayor:** Provided assistance as needed with Town communications including the recent Round Table Meetings, WLOS Tourism Interview 6/30/21, Mountain Breeze article, video updates for the community, coordination with meetings and presentations to the public.
- c) **Town Manager Support:** Provided assistance as needed with Town communications including departmental updates, infrastructure reports, special project, grant applications and appropriations requests.

5. **Sewer System (SS) Renovation Replacement and Renovation Project:** Worked with the UAB, contractors and key staff to develop a strategic communication plan including an introductory letter, detailed overview and update, property owner survey, and Cove Captain meeting outline with the SS team. We are now in the process of creating a list of frequently asked questions and answers to be utilized as needed as we proceed with Phase 1 of the project. A key part of this involves an analysis of the related policies.

- a) **Mailer/Letter:** On hold awaiting completion of the policy analysis
- b) **Frequently Asked Questions:** On hold awaiting completion of the policy analysis
- c) **Community Outreach Schedule Updates/Adjustments:** On hold awaiting completion of the policy analysis and approval of the Engineering Report to NCDEQ DoW.

6. **Email Updates:** An email update with the month's headlines and upcoming events will be shared this week announcing the Town's new website.

Greetings from the Town of Lake Lure,

We hope this note finds you enjoying the summer in Lake Lure! We want to be sure you are up-to-date on all the information on our [NEW Lake Lure Website](#). **The New Website Features the Following:**

- ✓ **A responsive design which automatically converts to your phone, tablet, or iPad.**
- ✓ **The latest Town News and Upcoming Meetings and Events.**
- ✓ **Quick links to Fees-Forms-Permits, Ordinances, Recreation and Online Payments.**
- ✓ **Upgraded Council/Board Meeting Agenda, Packet & Minutes System**
- ✓ **Online Work Orders**
- ✓ **Online Facility Rentals**
- ✓ **Upgraded Online Parks and Trails Package**
- ✓ **Search bar which allows you to find resources much more readily.**

Please visit www.townoflakelure.com and check it out! If you have any questions or recommendations, contact me at 828-625-9983 x 103.

Warm regards,
Laura Krejci



VII

CONSENT AGENDA

- Adoption of the June 8, 2021 Regular Meeting Minutes, the June 17, 2021 Special Meeting Minutes and the June 25, 2021 Special Meeting Minutes
- LaBella Agreement – Sewer Replacement/Rehabilitation Project – Phase 1 Manhole Rehabilitation
- BA# 309 – Sewer Replacement/Rehabilitation Project – Phase 1 Manhole Rehabilitation
- Amendment to the FY 2021-2022 Land Use Fee Schedule
- Town of Lake Lure and Chimney Rock Village Joint Resolution
- Resolution No. 21-07-13 Honoring the Service of Town Clerk Michelle Jolley



**MINUTES OF THE REGULAR MEETING OF THE LAKE LURE TOWN COUNCIL
HELD TUESDAY, JUNE 8, 2021, 5:00 P.M. AT THE LAKE LURE MUNICIPAL CENTER**

PRESENT: Mayor Carol C. Pritchett
Commissioner Patrick Bryant
Commissioner David DiOrio
Commissioner John Kilby
Commissioner John W. Moore

William Morgan, Jr., Town Attorney
Shannon Baldwin, Town Manager

ABSENT: N/A

I. CALL TO ORDER

Mayor Carol C. Pritchett called the meeting to order at 5:05 p.m. and gave the invocation. Council members led the pledge of allegiance.

II. APPROVE THE AGENDA

Commissioner John Moore proposed adding an item to the "Consent Agenda" to consider adoption of Ordinance No. 21-06-08, Amending Chapter 71 of the Code of Ordinances. Commissioner DiOrio proposed moving up "New Business" items A and C, "Update on Sewer System SOC and Sewer Replacement Project ER/EID," and "Dam Rehabilitation/Replacement Update" in order to accommodate the guests who traveled to speak on these matters. Commissioner Bryant proposed adding a Closed Session in regards to personnel matters as the last item on the agenda.

Commissioner David DiOrio made a motion to approve the Agenda as amended. Commissioner John Kilby seconded and the motion carried 4-0.

III. MAYOR'S COMMUNICATIONS

Mayor Carol Pritchett welcome everyone who attended the meeting.

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IX. NEW BUSINESS:

**A. UPDATE ON SEWER SYSTEM SOC AND SEWER REPLACEMENT PROJECT
ER/EID**

Town Engineer Kurt Wright, with SDG Engineering, explained that the type of sewer system in Lake Lure, where it lies below the lake surface and the main truck line runs underneath the Dam to a pump station, is unlike any system he has ever known. He pointed out that several have researched this system online and cannot identify another system identical to this one with all lines completely beneath the Lake. Therefore, the solution to this problem is unique; it is one-of-a-kind, which contributes to the challenges in solving this problem. However, he stated that he believes we have arrived at the best possible solution, presented in the Engineering Report and Environmental Information Document (ER & EID) that has been submitted to the NC Division of Water Infrastructure who have approved all technical components of this proposed solution. He stated they are now working through a few environmental questions which should be resolved within weeks. They are approaching the end of the review process for the ER & EID. Once this is done and they have environmental clearance, the engineers can move into the design stage. They plan to initiate the first items in this multistage, multiyear, construction project this winter, which is the rehabilitation of the manholes. Mr. Wright explained that there has been a great deal of cooperation among the state regulators, the engineers, the town staff and elected officials regarding the proposed solution to replacing the 100-year-old sewer system. In his 42 year career in water and wastewater engineering, he has never seen this level of cooperation before. It is ideal and well suited to finally implement the long-awaited solution for the 100-year-old sewer system.

Mr. Wright introduced NC DEQ representatives Landon Davidson, Regional Supervisor with the Water Resources – Water Quality Regional Operations Section of NC DEQ, Tim Heim, Engineer with Water Resources – Water Quality Regional Operations Section of NC DEQ, and Maurice “Reese” Walsh, Senior Project Manager for LaBella Associates, who authored the Engineering Report.

Mr. Walsh stated provided an update on the Subaqueous Sewer System (SASS) replacement and Wastewater Treatment Plant (WWTP) rehabilitation project noting that they are currently waiting on final comments from the US Fish and Wildlife Service. A public hearing with the State will then be held. Following it will be an official approved ER/EID and they can then move forward with design. He mentioned that they are anticipating another draft of the Special Order by Consent (SOC) which will be reviewed. The recommended alternatives for the gravity sewer system is a gravity lift system which runs around the entire perimeter of the Lake completely independent of the system under the Lake. It will serve every lot around the Lake.

Mr. Heim expressed that there is no higher priority than Lake Lure’s wastewater infrastructure. The correct technical approach will stop fines and risks to homes and businesses will cease. He stated that all options have been reviewed and the solution has undergone vigorous review.

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Mr. Davidson mentioned that this is one of their most important projects and is a legacy project. He conveyed the seriousness of non-compliance and urgency of the matter and the need to find funds. He noted that the Town will continue to assess penalties until a solution is in place and non-compliance ceases. He stated that Lake Lure is poised for success and he wanted to recognize that and recognize the progress being made. He expressed that Lake Lure has a unique challenge and this issue is unprecedented in the engineering complexity, funding, scale and timeframe. The Town's existence depends on correcting these issues now. A catastrophic failure would have very serious impacts. He explained that the Greenline Project was one attempt the Town made to try and fix the problems but never addressed the sewer lines under the Lake. He mentioned that it was understood that many ideas would come around along the way because of Lake Lure's unique nature and large size. He noted that he has never saw full acknowledgement or awareness of the Town's issues with the collection system and Treatment Plant until 2018. The result is a nearly approved Engineering Report, addressing funding needs, drafting of an SOC agreement, new consultant engineers that grasp the complexity of the problem, an emergency plan, main line valve on gravity sewer system, and more. He stated that Lake Lure has already shown success, noting that this is going to be a long, expensive journey but will take the Town to a sustainable future. He encouraged the Town to stay the course to ensure the future of Lake Lure. Mr. Baldwin agreed that the Town must stay the course and explained that if a line were to break or some sort of failure were to occur to one of the sewer lines and the EPA were to issue a no-flush order, it would create a very serious event. At that point control would be taken away from the Town. Mr. Baldwin, Mayor Pritchett and Council thanked the guests for attending and allowed members of the public to ask questions.

Moe Bay questioned the design. Mr. Walsh stated that Lake Lure has a unique and unconventional problem and part of the issue with the solution was trying to use conventional means. He explained that the solution is as unique as the problem. He stated that he and his staff have spent countless hours vetting this solution with regulatory and other engineers. The process they've put forward specifically addresses the problem. Previous attempted solutions attempted to address the symptom and not the cause, which is the sewer collection system. Today we have an aging, leaking, non-compliant system that goes to an aging, non-compliant treatment plant that cannot meet the conditions set forth by the State. A new system is needed that is assessable around the entire perimeter of the Lake, allows the ability to run cameras down manholes, will allow the Lake to be lowered if needed, and will go to a state-of-the-art treatment plant for a safe and effective discharge. One of the challenges at the Treatment Plant now is the amount of iron at the going into it and they needed to find where the iron was coming from. His hypothesis was tested and the water coming out of the pipe had over 70 times the amount of iron that was in the Lake because the pipes were deteriorating under the Lake. A camera cannot be ran down into the pipes in the system now because of its age. The location of the lines are not even known. The emergency response plan if there was a breach in the line would be to discharge sewage directly into the Broad River and the Lake would have to be lowered, but can only be lowered currently down to 12 feet. If the leak was below that 12 foot level, the Town would have to put divers in the Lake. There is 14 miles of pipe covered in silt and sediment in the Lake and the locations of all of those pipes are not known. Because the Town would have to use the valve to shut off flow, a no-flush order would be ordered and anyone on that system would not be able to use their bathrooms while the divers

Page 4- Minutes of the June 8, 2021 Regular Council Meeting

attempted to find the leak. He explained that there is a sense of urgency because the condition of the pipe in the Lake is unknown.

A member of the public asked about the no-flush order and what exactly it means and questioned if there was a way to put in a sewer system above ground and not in the Lake. Mr. Walsh explained that this type of system above ground is called a low-pressure system, which was looked into. He stated that this was an engineering problem because this solution was very expensive but also Lake Lure would make it very difficult to install because of the steep terrain and the close proximity of some of the homes. In some cases it may be impossible to install. One of the earliest approaches they had was putting a system around the Lake. He saw numerous problems and long-term maintenance costs. He stated this type of system would be substantially more expensive, would take a much longer time and have a much greater social and environmental impact. The social impact would be more significant than the months having the Lake down. He mentioned that the old system could still be operational while the new system is being installed. The risk of the no-flush order does not apply to this new system. If there were a breach, everyone on the new system will be unaffected because the two systems are completely independent of each other. The pump station can be eliminated. At the end of Phase 5, they can completely abandon and plug the old system. Part of the problem is that manholes were not placed in the best locations. Many people have undeveloped lots because they cannot get to sewer. This will not be the case with the new system as the laterals will go right by everyone's properties and they won't need to go under the Lake for property owners running lines to the manholes. All the lines under the Lake will be the Town's and all lines above will belong to property owners. The Utility Advisory Board recommends that all property owners be required to tie into the new system.

A member of the public commented that property owners are dumping raw sewage into the Lake if their lines break. Mr. Walsh stated that is correct. However, the new system will eliminate that problem because laterals from the home will be trenched in under the ground and the connection to the public system will be under the ground. A homeowner ties into the new system above the Lake. If there is a break in the lateral, it's above ground and visible.

A member of the public asked about maintenance costs after the five year construction fee for the system that's left under the water. Mr. Walsh mentioned that the way they look at costs is not just capital costs but also lifecycle costs. This new system has the lowest capital and lifecycle cost of any of the alternatives. They're using high density polyethylene pipes that are not subject to deterioration like cast iron pipes are. The maintenance process is very typical of what you do with a land based system with the exception that Public Works will be doing this from boat instead of by land.

A member of the public asked if a no-flush order would only affect homes that are on the Lake. Mr. Walsh stated that it would affect anyone who currently ties into a land based system that makes its way into the Lake or anyone that can potentially tie into it. It won't affect someone on a septic tank or some other means that cannot connect. No-flush will refer to existing gravity customers.

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A member of the public asked if installation of the new pipes and construction of a new treatment plant could be done simultaneously. Mr. Walsh explained that initially he wanted to move up the treatment plant in the phases but the issue was putting in a pump station pumping to a new location instead of working from the existing. He has to be able to predict the composition of wastewater with a degree of accuracy and needs a consistent wastewater stream. He stated that he cannot do that with the old system online. The preferred way to treat wastewater is through a biological process. In 1991 the Plant was converted to a physical chemical process. The current process will not treat ammonia, which is a contaminant to streams, and is inadequate for treatment.

A member of the public asked about a no-flush order. Mr. Walsh stated that he doesn't know the particulars but it would emphasize black waste, which will have the potential to make its way into the Lake.

Doug Kelly asked about the capacity of the system in the future. Mr. Walsh stated that the system will be designed to allow for future growth, which is a requirement of the State. They've only done preliminary design but are working with the State on a lot of the regulations and are using peaking factors that are higher than typically used.

Moe Bay asked if the pipes coming out of the Lake would be visible. Mr. Walsh stated that the lines would be underground but there will be a cleanout about five feet up from a house and from the roadway. The lines coming out of the Lake will be underground.

A member of the public asked about the current sewer manholes. Mr. Walsh noted that the existing concrete manholes will be removed in Phase II. Phase 1 will begin this winter and will include installation of a sewer access valve, beginning manhole rehabilitation, and making improvements needed at the WWTP that will get the Town through the next 10-15 year period.

A member of the public asked about the sewer access valve installation. Mr. Walsh responded that it takes about a year to bring online but is being designed now. It can be installed regardless of lake levels.

A member of the public asked about trenching from the water level to connect and if property owners are responsible for trenching up. Mr. Walsh noted that property owners will be responsible for trenching down, not up.

Mark Helms asked about risk of failure and if the risk to the old system would decrease as more people hook up to the new system and off of the old system. Mr. Walsh stated that risks would not decrease. Kurt Wright explained that there is no pipe condition assessment tool that can determine the thickness of the 14 miles of pipe in the Lake. The iron is leeching out and being released which means rapid decay. He noted that there is a sense of urgency because the condition of the pipe is unknown. Mr. Walsh added that we don't ever want to wonder how to address an emergency if there is one. They have conducted experiments and spoken with Public Works Director David Arrowood and divers in order to develop a plan on the specifics of what to do if there was a leak, etc. They do have a plan if a pipe failure occurs to address that failure. The State

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has reviewed the plan and approved it. Mr. Baldwin stated that part of the plan is using a valve to squeeze off the sewer slowly to find a leak to shut it down. DEQ had been asking the Town for 10+ years just to put the valve in. Mr. Arrowood came along and brought in Kurt Wright and brought it to the Town Manager's attention that it was needed. The right approach was started. This has been a game changer with new leadership and engineers to stay on top of things day-to-day. This was part of the Emergency Response Plan.

Doug Kelly asked what effect lowering the Lake down 12 feet would have on and around boathouses. Mr. Walsh explained that the new system will be designed within that 12 feet but there will be boathouses that have to be worked around. He had a senior structural engineer take photos and a survey of the Lake and photos taken with the Lake down 12 feet so they know where those boathouses are when going down 12 feet for design. There may be boathouses they have to modify. He noted the UAB is discussing if agreements are needed. Their desire is to minimize interactions with boathouses and can on a case-by-case basis. Mr. Walsh stated they will lay a concrete mat over this line to protect it.

A member of the public asked how long the Lake will go down this year. Commissioner DiOrio reported that the Lake will start coming down on November 1st and start to come back up March 31st of next year. The Lake will be down 5+ months in order to do everything that is needed to be done. He stated that they recognize the need to protect the peak season so that people can still use the Lake and not have that taken away from them. However, he explained that we don't want to jeopardize the progress that is needed to be made. The amount of time needed each year for the Lake to be lowered may differ based on what is needed to be done.

A member of the public questioned if the Lake would be going down 12 feet this year and 20 feet in subsequent years. Commissioner Kilby stated that is correct. Mayor Pritchett announced that Council will produce a lake drawdown schedule to present to the public each year so that people can make plans. There will be six phases for installation of the new sewer system which will stretch over 10-12 years.

Doug Kelly expressed his support but also expressed that Lake Lure is a tourist community and did not want the economy to crash. He suggested reaching out to vacation rentals in order to get the word out to them. Mayor Pritchett agreed that Council wants to communicate this to the public in a way that will not cause people to panic. She stated that the Town's Communications Specialist will make sure to get the messages out to the public. Mr. Walsh added that there is a public hearing requirement for this ER/EID in the future and they'll make every effort to communicate this to the public to allow them the opportunity to come out and ask questions. Commissioner Bryant also pointed out that there are round table meetings scheduled for the community to come out and ask questions. Mr. Baldwin noted that he plans to ask DEQ to come back sometime in July or August to speak about the Dam.

A member of the public asked if the Lake would go down every year for the next 10 years. Mr. Walsh explained that they will learn a lot from Phase I and want to maximize contractor

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productivity and have material purchased and staged in areas for contractors. He noted that it is unknown right now if the Lake will go down every year for the next 10 years.

A member of the public asked if the Lake will be down for five months at a time each time it is lowered. Mayor Pritchett stated that it could be different every year depending on where we are in that process and we won't know until that year. However, it will be forecasted in the lake drawdown schedule which will be created as soon as information is known each year. Commissioner Kilby asked that the public help spread the word from the facts heard from DEQ.

Ashley Jackson commented that she moved here two years ago and just learned about these issues. She stated she's nervous to tell others about what she's heard today because she's nervous and is in fear of her property values going down. She's concerned that telling other people may create panic. Mayor Pritchett explained that the Town has a plan in place and if nothing is done, property values will go down. The plan in place now will protect property values in the future.

Tim Heim commented that 10-15 years ago NC DEQ was panicked because they felt that no one understood the seriousness of what is going on. He stated that now they are not panicked because there is a plan in place and that property owners should not feel panicked either. Mr. Walsh reiterated that they will be starting at the Dam and working around to start taking people off of the current system which will remove those risks by being on the new system.

A member of the public asked if the talking points could be placed on the website and Mayor Pritchett stated yes. The information discussed during the meeting will be included on the Town's website in order to ensure that any information disseminated to the public is correct.

A member of the public questioned how the Town will counter erosion from heavy rains. Mayor Pritchett explained that all of these issues will be kept in mind and will be addressed. Mr. Walsh noted that there are 42 streams that come into the Lake.

Mark Helms stated that in his 24 years of being a resident, he's saw water go over the Dam and over docks and boathouses. He's saw the Lake go down 3-4 feet in a day with no answers as to why. He took a tour of the Dam powerhouse which is now very organized. He commented that Town Council has taken charge and there are no more complaints about lake levels. He's seen the Town become more organized and focused compared to the past. He felt that everyone is now on board with town staff and Council.

IX. NEW BUSINESS:

B. DAM REHABILITATION/REPLACEMENT UPDATE

Commissioner DiOrio provided an update on the Dam Rehabilitation/Replacement project. He reported that a plan is now in place and provided a recap. He stated that Council recently made the decision to replace the Dam instead of rehabilitating the Dam. Rehabilitation of a 100 year old

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dam would take about \$70 million and would require the Lake to be drained in order to resurface and reface. Council reviewed the economic impact and decided on a new dam concept with Schnabel Engineering. The cost of a new dam will be \$70 million and would not require the Lake to be drained. The new dam will be constructed downstream of the existing dam. He explained that the Town is reaching out to the state and federal government to try and get money to help fund the new Dam. The Town's current budget cycle has dedicated funds just for the Dam. There was and .11 cent increase in property taxes and .19 cent to the dollar is set aside just for the Dam. He noted that legislatures are in agreement that Lake Lure is a priority, which has never been done before. Now they know and we have an engineering firm who has done an assessment and is ready to go into design and then into construction. The Town is shovel-ready if money starts to come our way. The County Commissioners provided letters of support to our NC legislatures who are all on board. Economic impact is one reason the Town may be allocated money but a new dam would also help with flood control issues. The Town is currently working with NC Dam Safety and the Department of Environmental Quality. The sewer access valve allows the Lake to be lowered down 20 feet and also doubles as a safety valve in case of an emergency with the Dam. Installation of a new dam can occur at full pond. He also pointed out that the Town has been working with the Federal Emergency Management Agency (FEMA) to get smaller grants. The Town was awarded \$120k for the sewer access valve/reservoir drain and we have another application in for \$58k for design process. Commissioner DiOrio provided an outline of the 10 year timeline for the new Dam. A field survey will occur first to determine the best location for the gravity dam, which will go downstream of the existing dam. It is unknown at this time whether or not a bridge will go over the Dam. There is an option to take the bridge off the Dam and put it downstream near Island Creek Road. Design will take 2-3 years and then the Town must get the necessary permits, which will take a few years. 3-4 years is needed for construction. He mentioned that a good flow of water over the old dam will be needed for the new dam to function. He noted that the upper function of the Dam will probably be removed and the bottom portion under the water will remain.

Mark Helms asked about generating power. Commission DiOrio explained that this is difficult because we are a micro hydroelectric plant which does not exist anymore. A new one under a dam would be under federal regulation and would be taken out of the Town's hands. He mentioned that it could be done if there was an advantage to have that hydroelectric capability with green energy. However, if there is no advantage then we would not want to take the lake level control out of the Town's hands and give to Duke Energy. Maintaining lake level standards is the most important priority. Flood control gives a level of safety downstream and a number of federal agencies would want to invest in that. This would only be exercised in an emergency for flood control. He pointed out that hydroelectric companies are in the business to make money and will want to draw down the Lake at their discretion. The Council is committed to not giving up control of managing lake levels if at all possible. Mr. Wright noted we can build a penstock on there to generate power but we don't have to exercise that option.

Page 9- Minutes of the June 8, 2021 Regular Council Meeting**IV. TOWN MANAGER COMMUNICATIONS**

Town Manager Shannon Baldwin announced that the Town has hired The Policy Group as a lobbyist for the Town to help communicate and keep Lake Lure on the radar at the state and federal level for any future money that may become available. Mr. Baldwin provided an update on Town departments. He reported that the Assistant Community Development Director, Mitchell Anderson, recently accepted a job with the State and Mike Williams was promoted into his position. The Town will be backfilling Mr. Williams' previous position and that person will start July 1st. Mr. Baldwin provided an update on the Dam, Hydro and WWTP. He reported that Dean Lindsey was a strategic hire with power generation as his background. He helped to turn things around at the Hydro Plant and got it organized. Mr. Lindsey is expanding to take over operations of the WWTP saving the Town over \$100k a year. Mr. Baldwin provided an update on operations at the Police Department noting that the Department has been undergoing training with Mr. Givens and getting refresher courses on the Town's ordinances relative to lake use.

Mr. Baldwin reported that Mr. Givens had an appraisal formed for the Golf Course. The Town is currently losing approximately \$100k a year on the Golf Course. An early termination agreement was sent to Council for review by the Town Attorney. The current concessionaire at the Golf Course has indicated that he would like to wait until this golf season is over before an early termination of the current agreement occurs. Mr. Baldwin provided an update on the Finance Department. He reported that Steve Ford has been hired as an assistant to the Finance Director and will take over as the Finance Director when Sam Karr retires.

V. COUNCIL LIAISON REPORTS & COMMENTS

Commissioner DiOrio reported the activities of the Utilities Advisory Board.

Commissioner John Kilby reported the activities of the ABC Board and the Lake Advisory Board.

Commissioner John Moore reported the activities of the Zoning and Planning Board.

Commissioner Patrick Bryant reported the activities of the Parks and Recreation Board, the Board of Adjustment, and the Lake Structure Appeals Board.

VI. PUBLIC COMMENT

Mayor Carol C. Pritchett invited the audience to speak and no one requested to speak at this time.

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VII. CONSENT AGENDA

Mayor Carol C. Pritchett presented the Consent Agenda and asked if any other items should be removed before calling for action.

Commissioner David DiOrio made a motion to approve the Consent Agenda as amended at the beginning of the meeting. Commissioner John Moore seconded. Therefore, the Consent Agenda incorporating the following items was unanimously approved and adopted:

- A. Adoption of the April 13, 2021 Regular Meeting Minutes, the May 11, 2021 Reconvened Meeting Minutes, the May 11, 2021 Regular Meeting Minutes, the May 13, 2021 Special Meeting Minutes, and the May 26, 2021 Special Meeting Minutes
- B. Consider adoption of Ordinance No. 21-06-08 Amending Chapter 71 Parking Violations Enforcement

ORDINANCE NUMBER 21-06-08

AN ORDINANCE AMENDING CHAPTER 71 PARKING VIOLATIONS ENFORCEMENT

WHEREAS, Chapter 71 of the Town of Lake Lure Code of Ordinances, adopted July 9, 1974, regulates parking violations and enforcement; and,

WHEREAS, the Lake Lure Town Council has determined that Section 71.06 should be amended to further clarify where parking shall occur; and,

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE LURE, NORTH CAROLINA, MEETING IN REGULAR SESSION AND WITH A MAJORITY OF THE COUNCIL MEMBERS VOTING IN THE AFFIRMATIVE:

SECTION ONE. Amend Section 71.06, Parking within lines where provided, as follows:

§ 71.06 **PARKING WITHIN LINES WHERE PROVIDED.**

On any street ~~or town owned public vehicular area~~ which is marked with lines indicating the parking space for vehicles, all vehicles shall be parked within said lines as indicated.

SECTION TWO. This Ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect immediately from after the date of its final passage and adoption.

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READ, APPROVED, AND ADOPTED, this the 8th day of June, 2021.

VIII. UNFINISHED BUSINESS:

There was no unfinished business to discuss.

IX. NEW BUSINESS**C. UAB MEMBER APPOINTMENT**

Commissioner David DiOrio made a motion to appoint Rick Spruill as a regular member on the Utility Advisory Board to fill an unexpired term ending on December 31, 2021. Commissioner Patrick Bryant seconded and the motion carried 4-0.

X. CLOSED SESSION

Commissioner Bryant 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 David DiOrio seconded and the motion carried 4-0.

During closed session, Council discussed a personnel matter.

Commissioner DiOrio made a motion to return to open session. Commissioner Bryant seconded and the motion carried 4-0.

XI. ADJOURN THE MEETING

With no further business, Commissioner David DiOrio made a motion to adjourn the meeting at 8:32 p.m. Commissioner John Moore seconded and the motion carried 4-0.

ATTEST:

Michelle Jolley,
Town Clerk

Mayor Carol C. Pritchett



**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL
HELD THURSDAY, JUNE 17, 2021, 3:45 P.M. AT THE LAKE LURE MUNICIPAL
CENTER.**

PRESENT: Mayor Carol C. Pritchett
Commissioner Patrick Bryant
Commissioner David DiOrio
Commissioner John Kilby
Commissioner John W. Moore

Shannon Baldwin, Town Manager
William Morgan, Town Attorney

ABSENT: N/A

I. CALL TO ORDER

Mayor Carol Pritchett called the meeting to order at 3:51 p.m.

II. APPROVAL OF THE AGENDA

Commissioner John Moore made a motion to approve the agenda as presented. Commissioner Patrick Bryant seconded and the motion carried 4-0.

III. NEW BUSINESS

- A. BA# 308 – TASK 5 ADMINISTRATIVE SERVICES**
- B. LABELLA TASK ORDER 5 – ADMINISTRATIVE SERVICES**

Town Manager Shannon Baldwin explained that approval is needed for Task 5 Administrative Services and for a budget amendment to fund additional service expenses to complete Task 5. The scope of work includes administrative services supporting but outside the scope of Task 2 – ER-EID/SOC, Task 3 – sludge management and Task 4 – backshore survey. The scope of work also includes weekly stake holder meetings, UAB meetings for policy/project discussion, and WWTP operational assistance.

Commissioner John Moore made a motion to approve BA# 308 to fund additional administrative service expenses and to approve LaBella Task Order 5 Administrative Services. Commissioner David DiOrio seconded and the motion carried 4-0.

Page 2- Minutes of the June 17, 2021 Special Town Council Meeting**IV. CLOSED SESSION**

Commissioner David DiOrio made a motion to go into Closed Session in accordance with G.S. 143-318.11(a)(6) for the purpose of discussion personnel matters. Commissioner John Moore seconded and the motion carried 4-0.

During Closed Session, Council discussed a personnel matter.

Commissioner Patrick Bryant made a motion to leave Closed Session and return to open session. Commissioner John Moore seconded and the motion carried 4-0.

V. ADJOURN THE MEETING

With no further business, Commissioner John Moore made a motion to adjourn the meeting at 4:45 p.m. Commissioner David DiOrio seconded and the motion carried 4-0.

ATTEST:

Michelle Jolley,
Town Clerk

Mayor Carol Pritchett



**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL
HELD FRIDAY, JUNE 25, 2021, 1:00 P.M. AT THE LAKE LURE MUNICIPAL CENTER.**

PRESENT: Mayor Carol C. Pritchett
Commissioner Patrick Bryant
Commissioner David DiOrio
Commissioner John Kilby
Commissioner John W. Moore

Shannon Baldwin, Town Manager

ABSENT: N/A

I. CALL TO ORDER

Mayor Carol Pritchett called the meeting to order at 1:04 p.m.

II. APPROVAL OF THE AGENDA

Commissioner DiOrio requested to remove the appointment of a new Mayor Pro Tem from the Agenda.

Commissioner David DiOrio made a motion to approve the agenda as presented. Commissioner John Moore seconded and the motion carried 4-0.

III. CLOSED SESSION

Commissioner John Moore made a motion to go into Closed Session in accordance with G.S. 143-318.11(a)(6) for the purpose of discussion personnel matters. Commissioner David DiOrio seconded and the motion carried 4-0.

During Closed Session, Council discussed the open Town Clerk position and an amendment to the Town Manager's employment contract.

Commissioner Patrick Bryant made a motion to leave Closed Session and return to open session. Commissioner John Moore seconded and the motion carried 4-0.

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IV. — NEW BUSINESS

A. — MAYOR PRO TEM APPOINTMENT

IV. NEW BUSINESS

B. DISCUSSION AND POSSIBLE ACTION ON THE OPEN TOWN CLERK POSITION

Commissioner David DiOrio made a motion to table this matter for a later time. Commissioner Patrick Bryant seconded and the motion carried 4-0.

IV. NEW BUSINESS

C. DISCUSSION AND POSSIBLE AMENDMENT TO THE TOWN MANAGER'S EMPLOYMENT CONTRACT

Commissioner John Moore made a motion to amend the Town Manager's contract in accordance with the memo received from the Town Manager that was discussed in Closed Session. Commissioner John Kilby seconded and the motion carried 4-0.

V. ADJOURN THE MEETING

With no further business, Commissioner John Moore made a motion to adjourn the meeting at 3:48 p.m. Commissioner David DiOrio seconded and the motion carried 4-0.

ATTEST:

Michelle Jolley,
Town Clerk

Mayor Carol Pritchett

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION**

Meeting Date: July 13, 2021

SUBJECT: LaBella Task 10 – Manhole Rehabilitation

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: B
Department: Sewer
Contact: Shannon Baldwin, Town Manager
Presenter: Shannon Baldwin, Town Manager

BRIEF SUMMARY: LaBella provided a proposal letter and is seeking approval for Task 10 Manhole Rehabilitation project. The deliverable will consist of the Construction Documents for permitting and bidding for the manhole rehabilitation component of Phase 1 of the SASS replacement and WWTP Rehabilitation. The scope of work for Task 10 includes data collection, final design, permitting and bidding.

PROPOSED MOTION AND REQUESTED ACTIONS: To adopt the Task 10 Manhole Rehabilitation Agreement with LaBella contingent upon the Agreement being approved by NC DEQ-DWI before being signed by the Town Manager.

ATTACHMENTS: Task 10 Proposal Letter

STAFF’S COMMENTS AND RECOMMENDATIONS: Staff recommends approval.

June 18, 2021

Shannon Baldwin, Town Manager
Town of Lake Lure
2948 Memorial Highway
Lake Lure, NC 28746

SUBJECT: Lake Lure On-Call Professional Services – Task 10 Deliverable

Dear Shannon:

LaBella Associates appreciates the opportunity to continue to work with the Town of Lake Lure (Town) on this project. We hope to continue the ongoing relationship as we work with you through your various engineering needs. We have previously provided an engineering services agreement, and this work would be performed under that agreement. This proposal letter provides a scope of work and budget to provide the Task 10 deliverable as described below. The scope of work and budget for this project is being separated from scope and budget of Task 6 in order to expedite the rehabilitation of the existing manholes and meet project milestones. The deliverable will be submitted to NCDEQ-DWI for approval prior to being released for bids. The deliverable will consist of the Construction Documents for permitting and bidding for the Manhole Rehabilitation component of Phase 1 of the SASS replacement and WWTP Rehabilitation. The scope of work is summarized below:

- Data Collection
 - LaBella will coordinate with the city staff to inspect the existing perimeter manholes and collect the data necessary for the manhole rehabilitation project.
 - Photographs of the existing manholes
 - Manhole depths
 - Determine Construction Access points
 - Verify service laterals
- Final Design
 - LaBella will coordinate with respondents of the RFEOs for materials and contractors
 - Communication with vendors/manufacturers during the design process
 - LaBella will coordinate with the Town Staff to inspect similar manhole rehabilitation projects as provided by vendors/contractors/manufacturers for recommending a specific rehabilitation process/material.
 - LaBella will design the manhole rehabilitation of the existing lake perimeter manholes as indicated in the ER-EID dated September 2020 and submitted to NC DEQ-DWI.
 - LaBella will produce the final design plans and details for the project.
 - LaBella will produce technical specifications based on Town standards, engineering standards, and industry standards.
- Permitting
 - This project is considered as a maintenance project. As such, the permitting will relate to NCDEQ-DWI as part of the SRF loan requirements for Phase 1.
 - LaBella will submit the completed design package, application, and an updated cost estimate to the Town for review and comment and will address any comments that result.
 - LaBella will submit the Town reviewed design package, application, and application fees to the required regulatory review agency. All fees will be paid by the Town.
 - LaBella will incorporate any comments received from the regulatory agencies and will resubmit as necessary to receive approvals for bidding and construction.
- Bidding
 - LaBella will distribute the permitted Construction Documents through typical means and by direct contact.
 - LaBella will conduct one (1) pre-bid meeting per prime contract prior to bid openings.
 - LaBella will conduct the public bid opening or openings as required per prime contract, and announce the apparent low bidder.
 - LaBella will produce bid tabs, check bid requirements, and certify the bids of the respective bidders.
 - LaBella will check the references of the apparent lowest bidder and make a recommendation of award to the responsible lowest bidder.



LaBella may provide other related engineering services ("Additional Services") as requested by the Town, hourly at contracted billing rates in addition to the fee provided for this scope.

Maurice (Reese) Walsh, P.E. will continue to serve as LaBella's Program Manager for this contract, providing direction and oversight for other staff assigned to specific tasks under this contract. Keith Garbrick will be the qualified technical reviewer as part of our Excellence Assurance Program. Other staff assigned to this contract shall have appropriate experience for the assigned task.

This proposal is submitted as a lump sum proposal. LaBella will submit monthly invoices for payment based on percent complete for each line item identified in the Fee Breakdown. Reimbursable expenses shall be compensated at cost unless otherwise noted and shall be limited to the actual expenditures made by the Engineer during the performance of the work with respect to travel, postage, courier expenses, copies, printing, plots, permitting fees, photographs, maps, or other miscellaneous project expenses. Permitting and other regulatory fees will be paid by the Town, but can be paid by LaBella at the respective submissions and reimbursed by the Town at cost as Additional Services in order to expedite submissions.

A summary of the budget for the scope of work described above is as follows:

<u>Description</u>	<u>Fee</u>
Data Collection	\$10,560
Final Design	\$18,320
Permitting	\$5,100
Bidding	\$9,900
<u>Reimbursable</u>	<u>\$1,500</u>
Total Lump Sum Fee	\$45,380

If this proposal is acceptable to the Town, please sign this proposal on the signature line below to authorize the scope defined in this proposal and return one copy to us. We appreciate the opportunity to continue our relationship with the Town of Lake Lure. If you have any questions or need additional information, please call me directly at (704) 941-2128.

Sincerely,

Maurice J. Walsh, P.E.
LaBella Associates, P.C.
Program Manager



Town of Lake Lure, North Carolina

Authorized Signature

By:

Title

Date



LABELLA ASSOCIATES
Lake Lure ON-CALL ENGINEERING SERVICES

SCHEDULE OF FEES (for Additional Services)
JANUARY 1, 2020 – DECEMBER 31, 2021

<u>CLASSIFICATION</u>	<u>BILLING RATE</u>
Principal	\$180.00/hour
Project Manager	\$175.00/hour
Senior Engineer	\$165.00/hour
Senior Project Engineer	\$140.00/hour
Project Engineer	\$120.00/hour
Design Engineer	\$105.00/hour
GIS Analyst	\$115.00/hour
Senior Engineering/GIS Technician	\$105.00/hour
Engineering Technician	\$95.00/hour
Construction Inspector	\$85.00/hour
Engineering Co-op	\$70.00/hour
Clerical	\$70.00/hour
Mileage	at current IRS rate
Expenses	at cost
Subconsultants	at cost plus 10 percent

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION**

Meeting Date: July 13, 2021

SUBJECT: Budget Amendment #309 to approve LaBella's Task 10- Manhole Rehabilitation

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: C
Department: Sewer
Contact: Sam Karr, Finance Director
Presenter: Sam Karr, Finance Director

BRIEF SUMMARY: Additional work for Task 10-Manhole Rehabilitation.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Approve Budget Amendment #309 to approve funding for Task 10-Manhole Rehabilitation.

FUNDING SOURCE: Fund Balance

ATTACHMENTS: Budget Amendment #309

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff recommends approval of Budget Amendment #309.

Budget Amendment #309**TOWN OF LAKE LURE
BUDGET AMENDMENT**

Be it ordained by the Board of Commissioners of the Town of Lake Lure that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2022:

Department: Sewer

Purpose: To cover additional work to fulfill Task 10 work-LaBella Manhole rehabilitation

Section 1. To amend the Water/Sewer Fund, expenditures are to be changed as follows:

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
190	53-714000		\$45,500	\$45,500

To provide the additional expenditures for the above, the following revenues will be recognized:

Account Name: **Transfer from Fund Balance (Fund Equity)**

Account Number: **53-398602**

Amount: **\$ 45,500**

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Finance Officer

Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, 2021.

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION**

Meeting Date: July 13, 2021

SUBJECT: Amendment to the Land Use Fee Schedule

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: D
Department: Administration
Contact: Town Clerk Michelle Jolley
Presenter: Town Clerk Michelle Jolley

BRIEF SUMMARY: Town Council adopted the FY 2021-2022 Fee Schedule on May 26, 2021 with the only noted changes being to the lake structure fees in the Lake Fee Schedule. However, the previous Assistant CDD Mitchell Anderson had requested a 60% increase in land use fees that was inadvertently left out. An amendment is needed to update the fees requested by the Community Development Department.

PROPOSED MOTION AND REQUESTED ACTIONS: To adopt the amended Land Use Fee Schedule as presented.

ATTACHMENTS: Land Use Fee Schedule

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff recommends adoption of the amendment to the Land Use Fee Schedule as presented.

LAND USE		Effective: FY 2020-21	
Subdivision Applications			
Master Plan Application	\$205		
Minor - Final Plat	\$155		
Major Preliminary Plat	\$510 + \$21 per lot		
Major Final Plat	\$310		
Plat Review	\$55		
Professional Fees for DRC Reviews	<1 acres of land disturbance	1-5 acres of land disturbance	5 or more acres of land disturbance
Erosion Control Plan	\$155	\$240	\$345
Stormwater System	\$155	\$240	\$345
Water System	\$55	\$205	\$255
Sewer System	\$55	\$205	\$330
Road Plan	\$30	\$135	\$270
Sketch Plan (if requested)	\$230	\$230	\$230
Each additional acre			\$55
Zoning Applications			
Certificate of Zoning Compliance	see below		
Class I	\$130		
Class II	\$155		
Class III	\$180		
Class IV	\$205		
Vacation Rental Permit	\$190		
Conditional Use Permit	\$255		
Special Use Permit	\$255		
Conditional District Application	\$650		
Community Shopping Center	\$510		
Zoning Variance	\$300		
Zoning Text Amendment	\$510		
Zoning Map Amendment	\$510		
Zoning Appeal	\$300		
Permanent Sign	\$55 + \$1 per sq. ft. over 24		
Temporary Sign	\$55 + \$1 per day (waived for nonprofit comm. events)		
Temporary Mobile Food Vendor Permit	\$100		
Civil Penalties for Zoning Violations (For each day the violation is not corrected, the violator will be guilty of an additional and separate offense and subject to additional civil penalties.)			
Notice of Violation	\$0		
1st Citation	\$40		
2nd Citation	\$80		
3rd Citation	\$160		
4th Citation	\$320		
Code Enforcement Appeal (Non-Zoning)			
Appeals Other than Zoning	\$50		
GIS Maps (Custom Mapping)			
24"	\$15		
36"	\$20		
42"	\$25		
ENVIRONMENTAL MANAGEMENT			
Land Disturbance Applications	<1 acres of land disturbance	1-4.9 acres of land disturbance	5 or more acres of disturbance
<100 sq. ft.	no permit		
100 sq. ft. - 499 sq. ft.	\$10		
500 sq. ft. - 10,000 sq. ft.	\$100		
> 10,000 sq. ft.	\$100/10,00 sq. ft.		
One Acre (43,560Sq. Ft.)		\$400	
Each 10,000 over 1 acre		\$100	
Five Acres			\$2,500
Each Additional Acre			\$500
Licenses			
Tree Service Provider	\$10.00		
Tree Service Handbook	\$12.50		

Proposed Fee Schedule for FY 2021-22		60 % Increase (Rounded)	
Subdivision Applications			
Master Plan Application	\$330		
Minor - Final Plat	\$250		
Major Preliminary Plat	\$820 + \$50 per lot		
Major Final Plat	\$500		
Plat Review	\$90		
Professional Fees for DRC Reviews	<1 acres of land disturbance	1-5 acres of land disturbance	5 or more acres of land disturbance
Erosion Control Plan	\$250	\$390	\$550
Stormwater System	\$250	\$390	\$550
Water System	\$90	\$330	\$400
Sewer System	\$90	\$330	\$530
Road Plan	\$50	\$220	\$430
Sketch Plan (if requested)	\$370	\$370	\$370
Each additional acre			\$90
Zoning Applications			
Certificate of Zoning Compliance	see below		
Class I	\$210		
Class II	\$250		
Class III	\$290		
Class IV	\$330		
Vacation Rental Permit	\$300		
Conditional Use Permit	\$410		
Special Use Permit	\$410		
Conditional District Application	\$1,040		
Community Shopping Center	\$820		
Zoning Variance	\$480		
Zoning Text Amendment	\$510		
Zoning Map Amendment	\$510		
Zoning Appeal	\$300		
Permanent Sign	\$120 + \$1 per sq. ft. over 24		
Temporary Sign	\$120 + \$1 per day (waived for nonprofit comm. events)		
Temporary Mobile Food Vendor Permit	\$160		
Civil Penalties for Zoning Violations (For each day the violation is not corrected, the violator will be guilty of an additional and separate offense and subject to additional civil penalties.)			
Notice of Violation	\$0		
1st Citation	\$65		
2nd Citation	\$130		
3rd Citation	\$260		
4th Citation	\$510		
Code Enforcement Appeal (Non-Zoning)			
Appeals Other than Zoning	\$80		
GIS Maps (Custom Mapping)			
24"	\$25		
36"	\$30		
42"	\$40		
ENVIRONMENTAL MANAGEMENT			
Land Disturbance Applications	<1 acres of land disturbance	1-4.9 acres of land disturbance	5 or more acres of disturbance
<100 sq. ft.	no permit		
100 sq. ft. - 499 sq. ft.	\$15		
500 sq. ft. - 10,000 sq. ft.	\$160		
> 10,000 sq. ft.	\$160/10,00 sq. ft.		
One Acre (43,560sq. Ft.)		\$640	
Each 10,000 over 1 acre		\$160	
Five Acres			\$4,000
Each Additional Acre			\$800
Licenses			
Tree Service Provider	\$20.00		
Tree Service Handbook	\$12.50		

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION**

Meeting Date: July 13, 2021

SUBJECT: Joint Resolution to remove certain real property from the corporate limits of the Town of Lake Lure and Chimney Rock Village and to simultaneously add the same real property to each municipality's own corporate limits.

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: E
Department: Administration
Contact: Town Manager Shannon Baldwin
Presenter: Town Manager Shannon Baldwin

BRIEF SUMMARY: The proposed resolution is a joint resolution between the Town of Lake Lure and Chimney Rock Village to change the boundaries of their corporate limits of a parcel of property owned by the TOLL (currently located inside CRV municipal limits) and a parcel of property owned by CRV (currently located inside the TOLL). The Lake Lure property is adjacent to the TOLL's corporate limits and the Chimney Rock property is adjacent to CRV's corporate limits. CRV and the TOLL would be better able to assist and serve their own citizens and community by changing the boundaries of their corporate limits so that the Lake Lure property is located within the TOLL and the Chimney Rock property is located within CRV. The TOLL and CRV have agreed to work together to request a Bill to the State Legislature to support these changes.

PROPOSED MOTION AND REQUESTED ACTIONS: To adopt the Joint Resolution between the Town of Lake Lure and Chimney Rock Village.

ATTACHMENTS: Joint Resolution, Maps

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff recommends adoption.

**JOINT RESOLUTION TO REMOVE CERTAIN DESCRIBED REAL PROPERTY
FROM THE CORPORATE LIMITS OF THE TOWN OF LAKE LURE AND
CHIMNEY ROCK VILLAGE AND TO SIMULTANEOUSLY ADD THE SAME REAL
PROPERTY TO EACH MUNICIPALITY'S OWN CORPORATE LIMITS**

WHEREAS, the Town of Lake Lure currently owns the following real property located in **Chimney Rock Village Municipal Limits**: Parcel Number 1648077, Map/Block/Lot 519/1/67, and being further described in Deed Book 2005, Page 774 of the Rutherford County Registry; and Parcel Number 1648078, Map/Block/Lot 519/1/67 A, and being further described in Deed Book 1164, Page 59 of the Rutherford County Registry (hereinafter "Lake Lure Property"); and

WHEREAS, Chimney Rock Village currently owns the following real property located in the **Town of Lake Lure Municipal Limits**: Parcel Number 1616942, Map/Block/Lot 521/2/31, and being further described in Deed Book 737, Page 779 of the Rutherford County Registry; and Parcel 222633, Map/Block/Lot 521/2/32, and being further described in Deed Book 1011, Page 799 of the Rutherford County Registry (hereinafter "Chimney Rock Property"); and

WHEREAS, the Lake Lure Property is adjacent to the Town of Lake Lure's corporate limits and the Chimney Rock Property is adjacent to Chimney Rock Village's corporate limits.

WHEREAS, the Town of Lake Lure and Chimney Rock Village would be better able to assist and serve their own citizens and community by changing the boundaries of their corporate limits so that the Lake Lure Property is located within the Town of Lake Lure's corporate limits and so that the Chimney Rock Property is located within Chimney Rock Village.

WHEREAS, the Town of Lake Lure and Chimney Rock agree to work together to request its State Representative and Senator to introduce a Bill to the State Legislature to remove the Lake Lure Property and Chimney Rock Property from the other municipality's corporate limits and to simultaneously add the properties owned by each municipality into each municipality's own respective corporate limits.

NOW, THEREFORE, BE IT RESOLVED that the Town of Lake Lure hereby supports removal of the Chimney Rock Property described above from the Town of Lake Lure's corporate limits and agrees to support introduction of a Bill to the State Legislature to accomplish the same.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Chimney Rock Village supports adding the Chimney Rock Property to Chimney Rock Village's corporate limits and agrees to support introduction of a Bill to the State Legislature to accomplish the same.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Chimney Rock Village hereby supports removal of the Lake Lure Property described above from Chimney Rock's corporate

limits and agrees to support introduction of a Bill to the State Legislature to accomplish the same.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town of Lake Lure supports adding the Lake Lure Property to the Town of Lake Lure's corporate limits and agrees to support introduction of a Bill to the State Legislature to accomplish the same.

Adopted this the ____ day of July, 2021.

Carol C. Pritchett, Mayor

ATTEST:

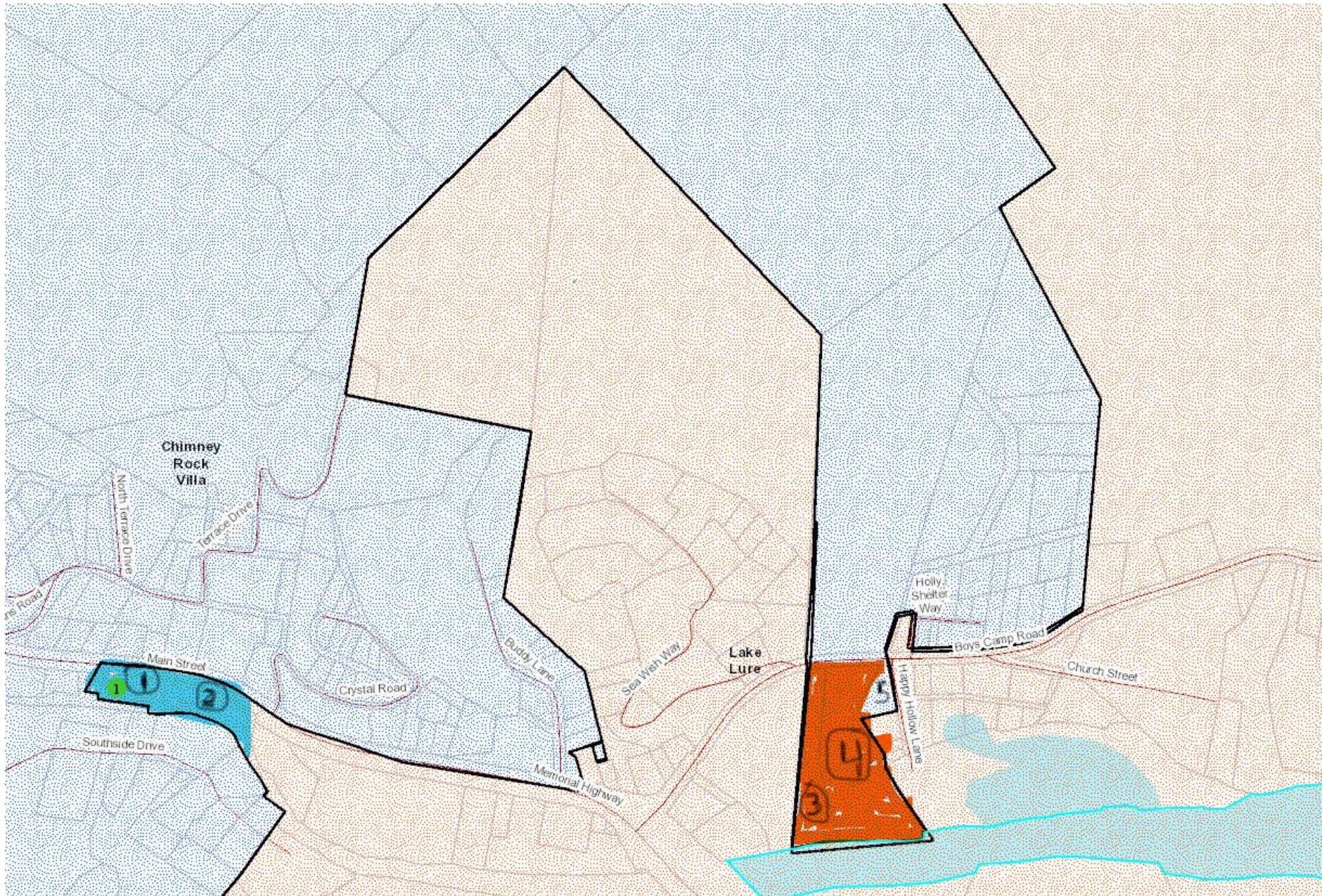
Michelle Jolley, Town Clerk

Adopted this the ____ day of July, 2021.

Peter O'Leary, Mayor

ATTEST:

Stephen G. Duncan, Village Clerk



Parcel 1 is #1616942, Parcel 2 is #222633 (CRV-owned). Parcel 3 is #1648077, Parcel 4 is #1648078 (TOLL-owned)

Parcel 5 is #1626185/106 Happy Hollow Lane, owned by Martha Godley in Chimney Rock Village jurisdiction

Blue shaded is Chimney Rock Village, Tan/orange shaded is Town of Lake Lure



Parcel 1 is #1616942

Parcel 2 is #222633

Blueish shaded is Chimney Rock Village, Tan/brown shaded is Town of Lake Lure

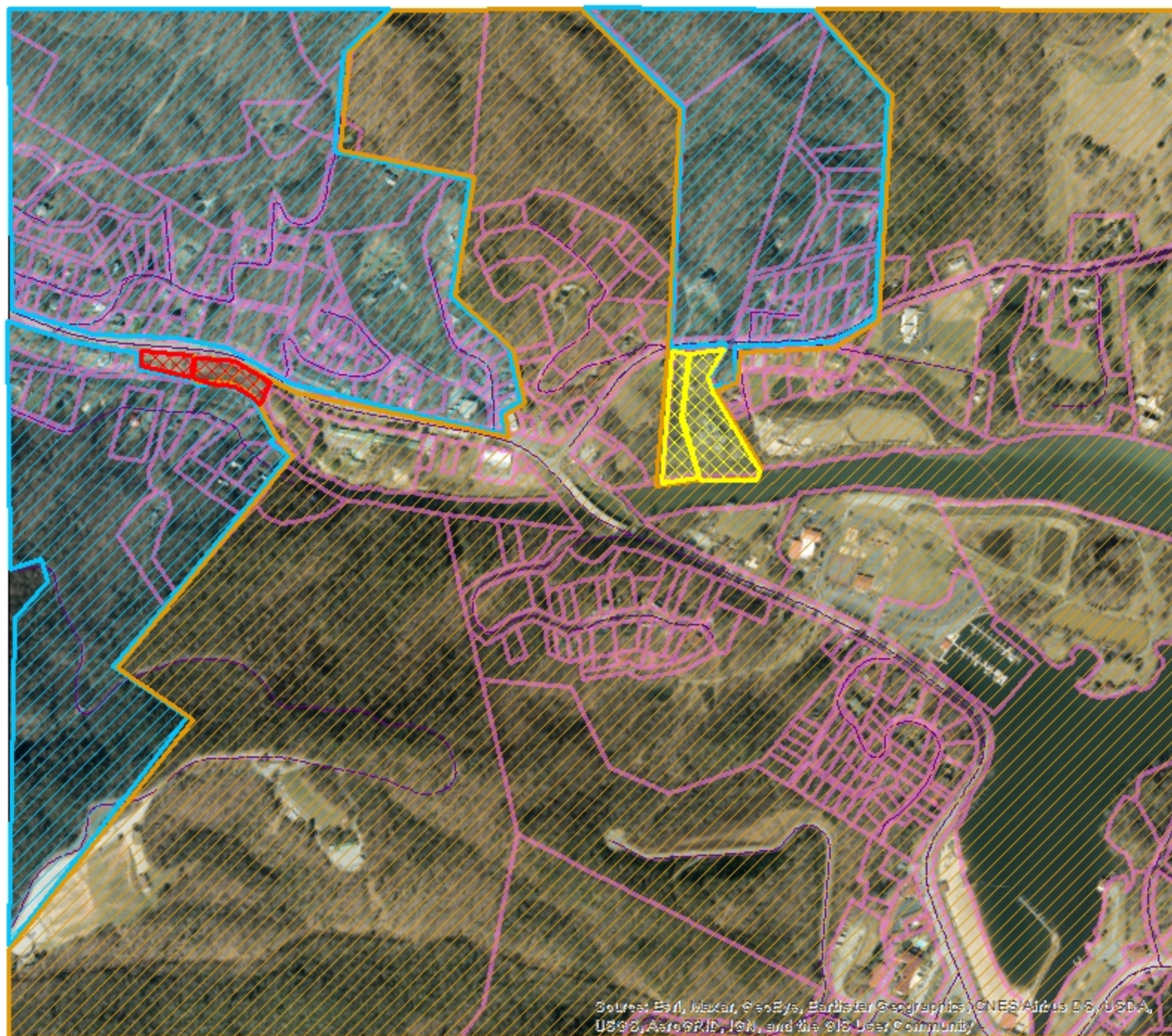


Parcel 3 is #1648077, Parcel 4 is #1648078, Parcel 5 is privately owned by Martha Godley (106 Happy Hollow Ln)

Blueish shaded is Chimney Rock Village, Tan/orange shaded is Town of Lake Lure

Lake Lure & Chimney Rock Property Exchange

Item VII.E.



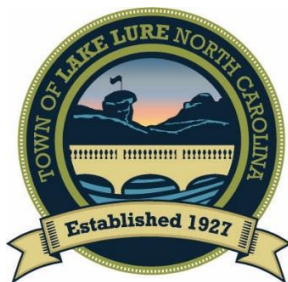
-  Lake Lure Properties
-  Lake Lure Properties - Exchange
-  Chimney Rock Village Properties
-  Chimney Rock Village Properties - Exchange

0 0.03 0.07 0.14 0.21 0.28 Miles

Town of Lake Lure Community
Development Department



Source: Esri, Mapbox, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



RESOLUTION NO. 21-07-13
HONORING THE DEDICATED SERVICE OF
Michelle Jolley

WHEREAS, Michelle Jolley began working for the Town of Lake Lure on July 4, 2005 and was promoted to the position of Town Clerk on June 18, 2018; and

WHEREAS, Michelle Jolley has served the Town in a dedicated and conscientious manner over the past 16 years, and has decided to leave her position as Town Clerk to further her education and to pursue other career opportunities; and

WHEREAS, through her work, Michelle Jolley has advanced the office of Town Clerk and displayed the highest degree of professionalism and integrity; and

WHEREAS, Michelle Jolley has served the Town of Lake Lure faithfully.

NOW, THEREFORE, BE IT RESOLVED that on behalf of the Lake Lure Town Council and the citizens of the Town of Lake Lure, the Lake Lure Town Council expresses deep and sincere appreciation for her dedicated service to the Town and wishes her well in her future endeavors.

READ, APPROVED AND ADOPTED, this 13th day of July, 2021.

ATTEST:

 Amy Wright, Deputy Town Clerk

 Mayor Carol Pritchett

VIII
UNFINISHED
BUSINESS

IX
NEW BUSINESS

