

TOWN OF NEWLAND
MONTHLY BOARD MEETING
JANUARY 8, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Dave Calvert
GUESTS: Misty Watson, David and Donna Burnop, Carl Blankenship
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield,
Michael Fields, Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the Pledge to the American flag.

James made a motion to accept the proposed agenda. Kenny seconded the motion. All agreed by a show of hands and stating I.

James made a motion to accept the December minutes. Lauren seconded the motion. All agreed by a show of hands and stating I.

Misty Watson explained the audit findings for the year 2017-2018 to the board. Misty stated that there were no adjustments, and everything went fine. She stated that Lise had everything completed and in order. Misty stated that Lise did a great job. Kenny thanked Misty and told her he appreciated all her hard work.

In Public Comments, Donna Burnop stated she and David Burnop wanted to attend the meeting and let the town know a little about their business, Back Alley Pickers and that they may be expanding. Donna stated she was concerned about parking and the town has limited space for parking. Donna asked about a crosswalk light for people to be able to hit and cross the street to the new location. Keith stated he would talk to DOT about this matter. James thanked the Burnop's for bringing it to their attention and stated he was glad to have their business. James asked if they had many out of town people come by? Donna stated there were a lot and their business were doing well.

Chief Byron Clawson gave the police report. Chief Clawson stated there were a few notable calls. Chief Clawson stated the police department was awarded a 2002 Chevy Equinox by the court. Officer Chris Clark attended pepper spray class and can now carry it on duty. James asked if Potter was well. Chief Clawson stated he would be back to work this week. Kenny stated that Vicki would teach CPR to employees who would like to be certified.

Lise Meinhardt gave the financial report. Lise stated she would be looking for ways to do adjustments. Lise stated she had finished all year end reports. Lise submitted a Budget Amendment to the Town of Newland. James made a motion to accept the Budget Amendment. Dave seconded the motion. All agreed by a show of hands and stating I.

Keith Hoilman gave the Administrator and Public works report. Keith stated that James was still out, and that Eddie had also been out since he was hurt. Keith stated that he had been helping Colby with the maintenance. Keith stated they had been working on a culvert at Hardee's that was obstructed and needed to be ditched out for the storm water to flow correctly.

In New Business:

Valerie introduced a Proclamation for Thank your Mentor Day and Mentoring Month. Dave made a motion to accept the Proclamation. James seconded the motion. All agreed by a show of hands and stating I.

Kenny made a motion to adjourn. Lauren seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:00 pm

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
FEBRUARY 5, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Greg Seiz, Dave Calvert
GUESTS: Phillip Barrier, Claude Buchanan, Bryon Towler, J.R. Buchanan, Casey Turbyfill, Aidan Betz, Carl Blankenship
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Michael Fields, Chris Clark, Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the Pledge to the American flag.

James made a motion to accept the proposed agenda. Kenny seconded the motion. All agreed by a show of hands and stating I.

James made a motion to accept the January minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

Phillip Barrier thanked the board for the relationship between the Town Mayor, Administrator, clerk and the County. Mr. Barrier explained to the board about having goals for “We are Avery County”. Mr. Barrier stated he did not have a strategic plan for the county and was asking towns for ideals and asked them to submit an ideal on line and to submit achievable goals that they have for all of Avery County. After discussion the Board thanked Phillip Barrier for coming.

Claude Buchanan ask the Town to sponsor him again this year with Newland Main Street Cruise-In. Claude stated the \$250.00 goes to Yellow Mountain and is needed by July. James stated that that was something they budget for. Lise stated it comes out of events. The board thanked Claude.

Bryon Towler explained to the board that they would like to do Cruisin the Square, Avery County Motor Club. Bryon explained it would be all types of vehicles around the square. James stated it was fine, but the square belongs to the County. Bryon explained he has talked with Philip and just wanted to make sure it was alright with the Town. Bryon stated they would like to do a poker run and the proceeds go to a family or someone in need.

There were no public comments.

Chief Byron Clawson gave the police report. Chief Clawson went over the notable calls. Chief Clawson stated Both Officer Clark and Officer Baynard attended basic radar school. Chief Clawson stated that the department had received the new police car and it would be ready for use soon. There were no questions for Chief Clawson.

Lise Meinhardt gave the finance report. Lise stated she had been doing the bank loan transfers and would be moving line items where they would be needed. Lise stated Misty Watson would not be doing the audit this year and asked the board if they wanted to go out for bids. The board stated they did and maybe do a contract. Lise asked about the Qs1 proposal and stated it should cost around \$425 a month and she would check into it some more.

Keith gave the water works and administrator report. Keith stated there was a big leak in front of Wells Fargo that they fixed. Keith stated he had met with Phil Trew about a capital improvement plan. Keith stated that Colby would be attending class for certification. Keith stated James was out until March and Eddie had returned to work. Keith then scheduled a work shop for Saturday February 16, at 8:00 am.

There was no old business.

In new business the Mayor read a letter of resignation from Greg Seiz, alderman, stating he was moving out of the town limits and would not be able to be finish his term as alderman. The board congratulated him and told him how much he was appreciated.

Kenny made a motion to adjourn. Dave seconded the motion. All agreed by a show of hands and stating I. The meeting adjourned at 7:30 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
MARCH 5, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Dave Calvert
GUESTS: Carl Blankenship, Christie Hughes
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield,
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the Pledge to the American flag.

James made a motion to accept the proposed agenda. Kenny seconded the motion. All agreed by a show of hands and stating I.

James made a motion to approve the February minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

There were no public comments.

Lise stated she had no report. The Mayor asked about audit bids. Lise stated there was only one interested at this time.

Byron gave the police report. Chief Clawson went over the notable calls. Chief Clawson stated Officer Clark and Officer Baynard attended taser training and are certified to carry a taser. Chief Clawson stated the new patrol car is now in service. Chief Clawson asked the board if it was alright to sell the old Chevy Equinox the Court gave them from a seizure, since it was not useful for the town to use. The board agreed to just sell it. James made a motion to sell the car on govdeals .com. Kenny seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Keith Hoilman gave the Administrator and Water Works report. Keith stated they had a couple small meter leaks. James asked about a water leak on Taylor Street. Keith explained that was a valve that might seal up on its own if not they would have to dig it up and replace it. Keith stated he had talked with a rep from Verizon about a better way to read the meters and would be looking into that. Joe Seegers stated he has the list of all the people delinquent on their taxes and will be contacting them, if they still don't pay he will start taxable lien closures. Keith stated James goes to the doctor on Friday, if everything is alright he will return on the 10th of March. Keith stated there would be a workshop on March 19th at 5:15 pm. Keith stated he had rented the available space to The Avery Post. Kenny stated the Town was doing well now and wanted to move forward with ideals like this to save the town money.

There was no Old Business:

In New Business. James made a motion to accept the new proposed Chapter 91: Homesite and Dwelling amendment. Kenny seconded the motion. All agreed by a show of hands and stating I. Motion carried. Lise asked the board about moving some money and separating the accounts to General and Water/Sewer. Kenny made a motion to approve Lise request. James seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Joe Seegers explained the terms of the new offices lease to the Mayor. Kenny made a motion to allow the Mayor to enter into a lease agreement with The Avery Post. Dave seconded the motion. All agreed by a show of hands and stating I. Motion carried.

James stated he would like to fill the vacancy on the board with Christie Hughes. James make a motion to appoint Christy Hughes to the vacant Alderman seat. Lauren seconded the motion. Dave agreed. Kenny opposed. Motion carried. Lauren stated that before she didn't feel it was the time to bring Christy on but felt it was better now. James stated how we are moving on and felt we are growing and doing good things for the Town. He stated the Town has great employee's and they were doing a great job and it was working well. Kenny stated the board was making good decisions for the Town and things were moving good for the best interest of the Town. Dave stated that unfortunate as things were the structure now in finance is much better and that helped to get that structure.

Dave made a motion to adjourn. Lauren seconded the motion. All agreed by a show of hands and stating I.

Meeting adjourned at 7:00 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
APRIL 2, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Christie Hughes,
Dave Calvert
GUESTS: Carl Blankenship, Casey Turbyfill
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the Pledge to the American flag.

James made a motion to accept the proposed agenda. Dave seconded the motion. All agreed by a show of hands and stating I.

Dave made a motion to approve the Public Hearing minutes. Christie seconded the motion. All agreed by a show of hands and stating I.

Dave made a motion to accept the March minutes. James seconded the motion. All agreed by a show of hands and stating I.

There were no public comments.

Chief Byron Clawson gave the police report. Chief Clawson went over the notable calls and notable arrests. Chief Clawson stated that Officer Clark attended "Intox" school and is now certified to run a breath test using the instrument. Officers Baynard and Clark have received their radar certificates after 16 hours of field training, and can now run radar.

Keith Hoilman gave the Administrator and Water Works report. Keith stated he met with QS1 and they would be installing in the next few months. Keith stated he met with Debbie Sexton and Phil Trew. Keith stated the maintenance crew have been cleaning up debris and brush around the parks and riverwalk. Keith stated the board needed to set a date for the April workshop. A date of April 16 at 5:15 was set. James asked about painting the Town Hall and stated he wanted to do bids from Charlotte and Asheville or even farther and stated to place ads in those newspapers.

In old Business: Valerie opened the sealed bids for auditor. Lauren made a motion to accept Cindy Randolph CPA, PLLC as the auditor. Christy seconded the motion. All agreed by a show of hands and stating I.

In new business: Valerie presented a proclamation to prevent sexual violence. James made a motion to accept the proclamation. Lauren seconded the motion. All agreed by a show of hands and stating I.

Dave stated that the concerts in Newland will be at Carolina BBQ this year. It will be called Concerts on the Patio maybe and will be from the end of May through September 1st. Dave stated if it rains they can go inside. Dave asked if the Town would like to sponsor him and he was getting other sponsors also. The board will discuss it at the workshop.

Kenny asked Mr. Seegers about people who have not paid their taxes. Mr. Seegers stated he had been in contact with them and the next step would be to seize personal property.

Dave made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:00 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
MAY 7, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes

ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Christie Hughes,
Dave Calvert

GUESTS: Phil Trew, Carl Blankenship, Bryon Towler, Jr. Buchanan, Tim Hicks,
Diane Jaynes

STAFF: Lise Meinhardt, Keith Hoilman. Chief Byron Clawson, Colby Benfield,
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the Pledge to the American flag.

James made a motion to accept the proposed agenda. Lauren seconded the motion. All agreed by a show of hands and stating I.

James made a motion to approve the April minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

Bryon Towler explained the Poker Run to the board. Mr. Towler explained that the money raised will go to Avery County Sheriff Explorers Program for the children of the Avery County Middle School. Mr. Towler asked the board about a sponsorship from the Town. Lauren stated she would like to help in advertisement, to do a banner and advertising for the event. Lauren made a motion to give \$250.00 to The Avery County Motor Club for marketing. Christy seconded the motion. All agreed by a show of hands and stating I.

Phil Trew of HCOG Explained the Capital Improvement Plan to the board. Mr. Trew went over different grants and when you can apply for them. The board thanked Mr. Trew for coming.

There were no public comments.

Chief Byron Clawson gave the police report. There were no questions for Mr. Clawson.

Lise Meinhardt gave the finance report. Lise stated she was working with QS1 and getting the system set up. There were no questions for Lise.

Keith Hoilman gave the Administrator and Water Works report. Keith asked the board about giving a onetime break to the County to fill up the new pool. James made a motion to give the County onetime help with half price water rates. Kenny seconded the motion. All agreed by a show of hands and stating I. Keith stated they would be paving in the future and he and Colby had been looking where it would be needed the most.

In Old Business:

The June 4th regular meeting was changed to June 18th. Public Hearing for the budget will start at 5:45 pm. Dave asked the board to sponsor his band in the summer concerts at Carolina BBQ. After discussion Kenny made a motion to give Dave \$1000.00 for the concerts. Christy seconded the motion. All agreed by a show of hands and stating I.

In New Business:

The Mayor open sealed bids for the painting of the Town Hall. Kenny made a motion for Chad Lee to paint the Town Hall. Christy seconded the motion. All agreed by a show of hands and stating I. The board set a date for Spring cleanup on May 20th through 24th. The board scheduled a workshop for May 21st to go over the budget.

Kenny made a motion to adjourn. Dave seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 8:00 pm

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
JUNE 18, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Christie Hughes,
Dave Calvert
GUESTS: Tim Gardner, Carl Blankenship
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield,
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

Kenny made a motion to accept the proposed agenda. Dave seconded the motion. All agreed by a show of hands and stating I.

Dave made a motion to approve the May minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

Chief Byron Clawson gave the police report. Chief Clawson went over the notable calls. Chief Clawson stated he had sold the Chevy Equinox on Gov Deals for \$810.00. Dave asked about the Heritage Festival. Chief Clawson stated it went well and he enjoyed it.

Lise Meinhardt gave the finance report. Lise stated she will be running reports on June 28 ending the fiscal year.

Keith gave the Administrator and Public Works report. Keith stated he had completed the Systems Performance Annual Report and placed it on the website and bulletin. board Keith stated they have marked the places that need paving and would be doing that soon. Keith stated Colby attended Collections 2 certification school in Greensboro May 13th -15th. Colby took the Collections 1 certification test on June 13th in Morganton.

Dave made a motion to approve the 2019-2020 budget. Kenny seconded the motion. Lauren agreed. James and Christie opposed.

In old business: Lise asked the board about moving some cds. Lauren made a motion for Lise to move the cds. Christie seconded the motion. All agreed by a show of hands and stating I.

In new business: Kenny asked about placing a building on Banner Hill so the Town wouldn't have to pay rent anymore. After discussion the board decided to table till the next meeting.

Christie made a motion to adjourn. Dave seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:30.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
JULY 2, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Christie Hughes,
Dave Calvert
GUESTS: Christy Hemenway, Carl Blankenship
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

James made a motion to accept the proposed agenda. Christy seconded the motion. All agreed by a show of hands and stating I.

James made a motion to approve the June minutes. Christie seconded the motion. All agreed by a show of hands and stating I.

Christie Hemenway introduced herself to the board and stated she was interested in starting a business in Newland and asked for the boards help in locating a place. Christie stated she would like to open a Mead maker business. After discussion the board thanked her for coming and she will meet with Keith about good locations.

There were no public comments:

Lise gave the finance report. Lise stated that she had finished the year out and have everything ready for the auditor.

Chief Byron Clawson gave the police report. Chief Clawson went over the notable calls. Chief Clawson discussed a grant to help pay for Viper Radio's. James made a motion to apply for the grant for Viper Radio's Dave seconded the motion. All agreed by a show of hands and stating I.

Keith gave the Administrator and Water Works report. Keith stated he talked with Tommy Burleson about the old Lowes's Food property. Keith stated that Todd Burleson would start paving after the 4th. Keith stated that Colby Benfield has his collections 1 certification. Keith stated that Jim Gardner felt the falling trees on the property line was the Towns responsibility to clean up. Joe Seegers stated that the Town has a right of way but it was Mr. Gardner's responsibility to clean up the trees.

Tammy Gardner asked for a release in taxes for the amount of \$176.76 for the Rambling Roost which is no longer in business. James made a motion to release taxes in the amount of \$176.76 for the Rambling Roost. Christy seconded the motion. All agreed by a show of hands and stating I.

In old business:

Lauren discussed the activities for the 6th of July.

In new business:

Dave stated he had been approached by a concerned citizen about cleaning up some properties in Newland. The board discussed things that can be done and will decide what to do. The board discussed putting the new building on Banner Hill.

Kenny made a motion to go into closed session to discuss personnel. Dave seconded the motion. All agreed by a show of hands and stating I.

Upon returning from closed session the board decided to schedule a workshop for July 23rd at 5:15 to discuss personnel policies.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 8:05 pm.

Valerie Jaynes, Mayor

Tammy Gardner, Clerk

TOWN OF NEWLAND
MONTHLY BOARD MEETING
AUGUST 6, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Turbyfill, Christie Hughes
GUESTS: Jerry Moody, Mike Tolson, Scott Bumgarner, Rick Snyder
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield,
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

James made a motion to accept the proposed agenda. Kenny seconded the motion. All agreed by a show of hands and stating I.

Kenny made a motion to accept the July minutes. James seconded the motion. All agreed by a show of hands and stating I.

In public comments; Jerry Moody from the AG Department of Avery County explained to the board how they would like to help the Town with the Halloween Trick or Trunk. Mr. Moody explained that the Town could use the fairgrounds and not have the children on the streets. Mr. Moody explained how they plan to develop a haunted trail next year. The Board thanked Mr. Moody for coming.

Mike Tolson from Mack Gay Associates presented the board with a AIA program resolution. Mr. Tolson explained how to qualify for the grant and how much it would cost to the board. He stated it was money from the state set aside for updating systems. The grant would not be available until April of next year. The board thanked Mr. Tolson for coming.

Rick Snyder surveyor, asked the board for approval on the site plan on Vale Road. Mr. Snyder presented the board with layouts for 5 stick-built homes. James made a motion to approve this pending that it's within the ordinances and policy of Town of Newland. Christie seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Chief Byron Clawson gave the police report. Chief Clawson went over all notable calls and department information. Chief Clawson asked the board about selling used body cameras to The Village of Sugar Mountain. Chief Clawson stated that only one camera worked. James asked if they were aware, they did not work and the Chief replied yes. Chief Clawson stated he was asking \$200.00 for the camera that worked and \$25.00 for each one that does not work for a sum of \$300.00. James made a motion to sell the cameras, the one that works for \$200.00 and the ones that do not work for \$25.00. Christie seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Lise Meinhardt gave the finance report. Lise gave the board a pre-audit summary. Lise stated the audit was scheduled for August 27th. Lise stated she had moved the money discussed in previous meeting into First National Bank. The board thanked Lise.

Keith Hoilman gave the Administrator and Water Works report. Keith stated he had rented out the other office space to Taylor's Taxes. Keith stated that Nordic PC will now be our IT guys. Keith stated that Crystal Hicks has resigned from the tag office and the 9th will be her last day. Keith wished her well. Keith stated the water department crew replaced some leaking water meters. The new meters should be here the end of August. Keith scheduled a workshop for August 22 at 6:15 to continue the personnel policy.

There was no old business:

In new business: Kenny made a motion to accept the resolution for water/sewer. James seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:00 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
SEPTEMBER 12, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes

ATTORNEY: Joe Seegers

ALDERMAN: Kenny Caraway, Lauren Turbyfill, Christie Hughes, Dave Calvert

GUESTS: Carl Blankenship

STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield, Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

Lauren made a motion to accept the proposed agenda. Christie seconded the motion. All agreed by a show of hands and stating I.

Christie made a motion to accept the August minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

Chief Byron Clawson gave the police report. Chief Clawson went over notable calls. The Chief stated that he and Officer Fields had attended The Governor's Crime Commission grant workshop in Hickory. Chief Clawson stated he was working on a 2018 grant at this time.

Lise Meinhardt gave the financial report. Lise stated the auditors had been here and it went well. Lise stated everything was on track at this time.

Keith Hoilman gave the Administrator and Water Works report. Keith stated Nordic PC was now our email providers. Keith stated the old Lowes Building will go to auction. The Faw family declined the offer from Investors. Keith stated that Colby Benfield will be taking his Collection 2 test in September. Colby is also signed up for NCRWA class in October in Banner Elk. A workshop will be Thursday, September 19th at 6:00 pm. Keith presented the board with a Memorandum of Transportation Agreement for Involuntary Commitments. Kenny made a motion to enter into the agreement. Christie seconded the motion. All agreed by a show of hands and stating I. Keith presented the board with the new Drug and Alcohol policy for the employees. Kenny made a motion to adopt the new Drug Policy. Christie seconded the motion. All agreed by a show of hands and stating I. Keith presented Colby Benfield with a plaque for 1 year of outstanding service to the Town.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I.

Meeting adjourned at 7:00 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING

OCTOBER 1, 2019

6:00 PM

PRESENT:

MAYOR: Valerie Jaynes

ALDERMAN: Kenny Caraway, James C. Johnson, Lauren Jaynes, Christie Hughes, Dave Calvert

GUESTS: Carl Blankenship

STAFF: Lise Meinhardt, Michael Fields, Colby Benfield, Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

James made a motion to accept the proposed agenda. Christie seconded the motion. All agreed by a show of hands and stating I.

James made a motion to accept the September minutes. Kenny seconded the motion. All agreed by a show of hands and stating I.

Lise gave the financial report. Lise stated that she was still waiting on the audit report.

Officer Michael Fields gave the police report. Officer Fields went over the notable calls. Officer Fields stated that Officer Clark has received his General Certification and is no longer on probationary certification.

Colby Benfield gave the Public Works report. Colby stated the department has installed approx..100 of the new meters. Colby attended C-distribution certification class on October 1- 3rd. The water department will have a Kamstrup training October 16th and 17th. A Special meeting was set up for October 22 at 6:00 pm to amend the budget.

In Old Business: The board discussed the Cardinal Building next door that is for sale.

In New Business: Kenny discussed back taxes at High Country Polaris. Kenny made a motion for Keith to have Joe Seegers take care of it as soon as possible and collect the money. Dave seconded the motion. All agreed by a show of hands and stating I. Motion carried.

The clerk presented the board with a list of old back taxes and water bills for release. James made a motion to release back taxes and water bills. Dave seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:00 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner

TOWN OF NEWLAND
MONTHLY BOARD MEETING
DECEMBER 3, 2019
6:00 PM

PRESENT:

MAYOR: Valerie Jaynes
ATTORNEY: Joe Seegers
ALDERMAN: Kenny Caraway, James C. Johnson (absent) Lauren Turbyfill, Christie Hughes,
Dave Calvert
GUESTS: Cindy Randolph, Carl Blankenship, C.L. Hughes, Susie Potter, Crystal Isenhour
STAFF: Lise Meinhardt, Keith Hoilman, Chief Byron Clawson, Colby Benfield
Tammy Gardner

The Mayor called the meeting to order at 6:00 pm. The Mayor then led the audience in the pledge to the American flag.

Lauren made a motion to amend the agenda. Kenny seconded the motion. All agreed by a show of hands and stating I. Motion carried.

C.L. Hughes swore in Alderman Christie Hughes. Mayor Valerie Jaynes swore in Alderman Kenny Caraway and Dave Calvert.

Dave made a motion to approve the November minutes. Christie seconded the motion. All agreed by a show of hands and stating I. Motion carried.

Cindy Randolph gave the audit report. Cindy stated it was accepted with no changes.

In public comments Crystal Isenhour asked the board about the new meters, but the board explained that what she was talking about had to deal with EMS and Fire Department.

Chief Byron Clawson gave the police report. Chief Clawson went over notable calls. Chief Clawson stated Larke Plyler inspected the police department. Chief Clawson attended intox re-cert at Banner Elk P.D. and passed. Dave asked if all officers were certified for radar. Chief stated not all of them were. Dave stated he received a call from a lady about speeding and he stated it was that way on the 4 lane also.

Keith Hoilman gave the Administrator and Public Works report. Keith stated phase 1 of maintenance building has begun. Keith stated Mountain Electric would be putting up the Christmas stars this week. Christmas parade will be Saturday the 14th at 6:00 pm. Keith told the board he will need back surgery in January.

In new business: Kenny made a motion to appoint Keith Hoilman as Administrator, Joe Seegers as Town Attorney and Tammy Gardner as Clerk/Tax collector. Christie seconded the motion. All agreed by a show of hands and stating I. Motion carried. Dave made a motion to keep James C. Johnson as mayor pro-tem. Kenny seconded the motion. All agreed by a show of hands and stating I. Motion carried. The Mayor swore in Tammy Gardner for the Office of Clerk/Tax Collector.

Kenny made a motion to adjourn. Christie seconded the motion. All agreed by a show of hands and stating I. Meeting adjourned at 7:15 pm.

Mayor, Valerie Jaynes

Clerk, Tammy Gardner