

The regular meeting of the Village of Cedar Rock was held at Cedar Rock Country Club at 11:30 a.m. on March 21, 2023.

**Call to Order:** Mayor Bob Floyd called the meeting to order.

**Attendance:** Present were Mayor Bob Floyd, Council Members Ernie McAteer, Bill Griffin, Howard Edwards and Pamela Mayberry; and Daniel Odom with WPCOG.

**Adopt Agenda:** Ernie McAteer made a motion to adopt the agenda; agenda approved.

**Approval of Minutes:** Howard Edwards made a motion to adopt the minutes; minutes approved.

**Committee Reports: Administrative:** Pam Mayberry informed Council that she reached out to Blue Ridge Sanitation by phone and email requesting that they send an email describing the services that they can provide to the residents of Village and as of today hasn't gotten a response. Ms. Mayberry searched the Village Ordinances to see if a resident can keep their empty garbage containers at the road for several days and she found as long as they are not causing any danger they could stay there. **Finance:** Bill Griffin distributed financials to Council prior to the meeting. Mr. Griffin stated as of February 28, 2023 the Village had \$602,140.48 in the bank, and everything is in good standing. Mr. Griffin stated that he may need to make an amendment at some point for account Technical Assistance that was approved in last month's meeting. A check in the amount of \$554 and a second check in the amount of \$831 have been issued to WPOG for the months of January through March, and we are currently up to date.

**Transportation:** Ernie McAteer informed Council that the project on Mountain Circle Drive was recently completed. While working on the Mountain Circle Drive project Mr. Sime noted that the drainage ditch across the street is broken and needs to be repaired with concrete with an estimate of \$4,500. Mr. Sime met with a representative with DOT last week regarding the drainage issue discussed in last month's meeting on Cedar Rock Estates Drive and it was determined there was no easy solution to the problem. The area would have to be dug by hand approximately 400 to 500 feet. One suggestion was that the pavement be peeled back two feet to install a catch basin in the road and repave the road. Another option was to install a catch basin and drain to the other side of the road. It was suggested that David Poore be contacted to review the various options before going forward. Mr. McAteer informed Council that there is a catch basin on Mr. White's property that isn't draining properly and is causing a sink hole to form. Mr. Poore should look at this issue as well. Daniel Odom would like to research possible environmental grant money that could be available for these repairs. Mr. McAteer stated that the battery in the speed sign that the Village borrowed from the Caldwell County Sheriff's Department is dead and the Sheriff's Department will be picking up the sign tomorrow. Howard Edwards informed Council that he was contacted by the North Carolina Department of Public Safety recently inquiring about the status of a Rain and Flood Event project that was completed on May 26, 2020. Mr. Edwards forwarded the attached completion letter to NC Department of Public Safety. Mr. Edwards also mentioned that he spoke with Sherry Long recently and she may not charge the Village the \$5,000 administration fee at this time. **Code**

**Enforcement Report:** No report. **Planning Board:** Pam Mayberry emailed members of the Planning Board requesting that the Planning Board research if any Airbnb's are currently still operating within the Village. Daniel Odom stated he recently researched if any Airbnb's were operating within the Village and didn't find anything. **ARP Report:** Howard Edwards forwarded the ARP report to Council prior to the meeting and stated there was no change from last month. **Staff Report:** Daniel Odom stated there is no change in Caldwell County Flood Ordinance, but the County is still working on updating their Ordinance. Mr. Odom stated that he would be meeting today with someone with the Town of Sawmills regarding water shed ordinances. Mr. Odom will report back next month on his meeting. Mr. Odom informed Council of available funding for a Road Safety Plan. Mayor Bob Floyd stated that he was aware of two areas within the Village that present safety issues. The first being the hill in front of Ethan Gilley and David Bradley where drivers cannot see across the hill. The second is the intersection of Lake View Drive

and Cedar Drive where three roads meet. Howard Edwards has been working with Daniel Odom on the Village's website reporting obligations and Mr. Edwards requested that the Village's reporting responsibilities be included in these Minutes for future reference/perpetuation. See below website and reporting information and who is currently completing for the Village:

NC Treasury – AFRI Report due 10/31 after year audited – Stephen Huntley  
NC Treasury – Unit Date Worksheet due 10/31 and submitted with Audit – Stephanie Shumate  
NC Treasury – LGC due 7/25 and 1/25 – Stephen Huntley  
NC Treasury – TR-2 due 2/1 using current audit valuation – Stephen Huntley  
NC Treasury – Coll-91 – due 7/25 – Stephen Huntley  
NC Treasury – LGC-29 due 5/1 – Stephen Huntley  
NC Treasury – SLFRF/ARP Report – due 4/30 – Howard Edwards & Sherry Long reports to Treasury  
Powell Bill – MSFD – due 12/1 – Mayor Bob Floyd  
Powell Bill – Letter – due 8/1 – Mayor Bob Floyd  
SAM.gov – Renewal 11/23 – Howard Edwards Note: Daniel Odom is becoming familiar with site  
FEMA – Howard Edwards - Note: Daniel Odom is becoming familiar with site  
EM Grants - Howard Edwards - Note: Daniel Odom is becoming familiar with site  
NCLM – Insurance renewal effective July 1 – Pamela Mayberry  
WPCOG – Code Enforcement – as needed – Mike Shows  
Firewise – Yearly compliance – November 15- Nelson Brookshire & Pamela Mayberry  
Village Website – Maintenance and Updates – monthly and as needed – Pamela Mayberry  
Vendors and Banking including: First Horizon, Republic Services, Duke Energy, Spectrum and Caldwell County Water – Bill Griffin

**New Business: Bond Requirements:** Howard Edwards received an email from the League regarding changes made for insurance bonds. Mr. Edwards stated that going forward that only Bill Griffin needs a bond as finance officer. Mr. Griffin will submit the documentation for the bond, and the Village should be in compliance with statute.

**Old Business: Asphalt Patch Repair:** Ernie McAteer and Tyler Sime drove around the entire Village last week assessing potholes within the Village. Mr. Sime provided an estimate of \$3,950.00 to repave those potholes and if weather is cooperative should be completed in the Spring.

**Public Comment:** No public comments.

Meeting adjourned at 12:13 p.m.

Respectfully Submitted,



Pamela Mayberry, Village Clerk

# **Village of Cedar Rock Council Meeting**

## **AGENDA**

**Tuesday, March 21, 2023**

**11:30 AM**

### **Order of Business**

- **Adopt Agenda**
- **Approval of the minutes**
- **Committee Reports**
  - Administrative – Pam Mayberry
  - Finance – Bill Griffin
  - Transportation - Ernie McAteer
  - Code Enforcement Report – Mike Shows
  - Planning Board - Pam Mayberry
  - ARP Report – Howard Edwards
  - Staff Report – Daniel Odom
- **New Business**
  - Bond requirements – Howard Edwards
- **Old Business**
  - Asphalt patch repair
- **Public Comment**
- **Adjourn**