

Town of Highlands
Board of Commissioners Work Session Meeting
Highlands Civic Center, 600 North Fourth Street

Thursday, May 16, 2024
6:00pm

*****Agenda*****

1. Meeting Called to Order *Mayor Patrick Taylor*
2. Review and Approve Agenda *Mayor Patrick Taylor*
3. Approval of April 18th Work Session Meeting Minutes *Mayor Patrick Taylor*
4. Community Group Formation *Commissioner Steihler*
5. GovOS Software Presentation *Michael Mathis*
6. Adjournment *Mayor Patrick Taylor*

Workshop Meeting Minutes of the Town of Highlands Board of Commissioners Meeting of April 18, 2024, at the Highlands Civic Center, 600 North 4th Street, Highlands, North Carolina

Town Board Present: Commissioner John Dotson, Commissioner Amy Patterson, Commissioner Eric Pierson, Mayor Pro Tempore Brian Stiehler, Commissioner Jeff Weller and Mayor Pat Taylor

Also Present: Town Manager Josh Ward, Town Attorney Bob Hagemann via Zoom, Public Works Director Lamar Nix, Police Officer Leah McCall, Parks & Recreation Director Lester Norris, Planning & Development Director Michael Mathis and Town Clerk Gibby Shaheen

1. Meeting Called to Order

Mayor Taylor called the meeting to order at 6:00pm.

2. Review and Approve the Agenda

Town Manager Josh Ward asked to add to Item 4. Discussion Items, add number 3. Securing Grease Receptacles and number 4. Memorial Benches.

MAYOR PRO TEMORE STIEHLER MADE A MOTION TO APPROVE THE AGENDA AS AMENDED, WHICH WAS SECONDED BY COMMISSIONER WELLER AND THE VOTE WAS UNANIMOUS.

3. Approval of the March 21, 2024, Work Session Minutes

MAYOR PRO TEMPORE STIEHLER MADE A MOTION TO APPROVE THE MARCH 21, 2024, REGULAR MEETING MINUTES AS PRESENTED, WHICH WAS SECONDED BY COMMISSIONER PATTERSON AND THE VOTE WAS UNANIMOUS.

4. Discussion Items

1. Parks & Recreation Use Policy

Parks & Recreation Director Lester Norris said that he had been approached by Mountain Top Rotary about having a 2-day Pickleball Tournament. The tournament would be marketed by Southern Pickleball and would attract local and out of town people. Norris continued he knew the Board didn't want it to turn into a venue for tournaments, but the Board had approved for non-profits to hold fundraisers 4 times a year. Discussion was held.

2. Ice Rink Fees

Parks & Recreation Director Lester Norris stated the Ice Rink was down about 1,200 skates this year with a \$4,000-\$5,000 loss with the chiller issues and thinks the fees to go up to cover expenses. The Board asked for Lester to present something at the Budget Workshop on May 2, 2024.

3. Securing Grease Receptacles

Public Works Director and Town Engineer Lamar Nix said the Town needs to have a policy in place to have the grease containers in an enclosure or anchored with a latch system. Mayor Pro Tempore Stiehler said we need a minimum standard for a serious effort. The Board requested the changes be indicated in the new Grease Trap Code just adopted.

4. Memorial Benches

Town Manager Josh Ward said he had a recent request for a memorial bench on Town property at Harris Lake for a memorial to a loved one, but allowing memorial benches leaves the Town with an obligation to maintain and this was a concern to him. Discussion was held and the Board agreed that they would like to avoid that with any Town property.

5. Adjournment

AS THERE WERE NO FURTHER MATTERS TO BE DISCUSSED AT THE WORKSHOP OF THE BOARD OF COMMISSIONERS, COMMISSIONER PIERSON MOVED TO ADJOURN WHICH WAS SECONDED BY COMMISSIONER WELLER AND UPON A UNANIMOUS VOTE, THE TOWN BOARD ADJOURNED AT 6:44PM.

Patrick Taylor
Mayor

Gilberta B. Shaheen
Town Clerk