

TOWN OF LAKE LURE • P. O. BOX 255 • LAKE LURE, N.C. 28746
704/625-9983 • 704/625-9396 • FAX 704/625-8371

MINUTES OF THE REGULAR WORKSHOP MEETING OF THE LAKE LURE TOWN COUNCIL HELD TUESDAY, MAY 11, 1993 AT THE LAKE LURE COMMUNITY CENTER AT 10:00 A.M.

PRESENT: Mayor Priscilla Doyle
Commissioner Bill Bush
Commissioner Jack Donovan
Commissioner Alex Karr
Commissioner Max Lehner

Thomas M. Hord, Town Manager

ABSENT: N/A

CALL TO ORDER

Mayor Doyle called the meeting to order at approximately 10:00 a.m.

**REVIEW SOUTHERN BELL TELEPHONE
PROPOSAL TO INSTALL UNDERGROUND
OPTIC FIBER CABLE**

Council was presented with a written proposal, prepared by Maurice Waldroup, representative of Hendersonville District of Southern Bell Telephone and Telegraph Company, to replace damaged overhead cable with an underground Optic Fiber Cable in every location possible within the limits of the Town of Lake Lure.

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Commissioner Lehner moved, seconded by Commissioner Donovan, to approve the proposal as submitted by Maurice Waldroup and request that a list of areas not included in the project be provided. The vote of approval was unanimous.

**CONSIDER FOR APPROVAL AN AGREEMENT
FOR THE EXECUTION OF A HOME INVESTMENT
PARTNERSHIP'S PROGRAM**

Council was provided for consideration an Agreement for the Execution of a Home Investment Partnerships Program from the Isothermal Planning and Development Commission. (Copy of Agreement attached).

Total project funds under this agreement are limited to those specified in the proposal and, in no event will the total project costs to be paid exceed \$50,000. The project will provide the rehabilitation of approximately five single-family, owner occupied housing within the municipal boundaries. The Commission will provide a monthly statement of the Consortium Member's share of the administrative cost which shall be based on 15 percent of HOME funds disbursed for units within the municipal boundaries. For Lake Lure, the Consortium Member's administrative share shall not exceed \$7,500.

Commissioner Bush moved, seconded by Commissioner Karr, to allow the execution to the Agreement. The vote of approval was unanimous.

FY 1993-94 BUDGET

Sam Karr, Finance Director, reported on the status of the 1993-94 budget for review. A draft of the budget will be presented to Council within the next few days for preliminary study before the first budget workshop scheduled for Tuesday, May 18, 1993. It was the consensus of Council to reserve all Tuesdays at 9:00 a.m., prior to the adoption of the 1993-94 budget, for budget

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workshops.

Commissioner Lehner moved, seconded by Commissioner Bush, to reschedule the time of the Tuesday, June 8, 1993 regular workshop from 10:00 a.m. to 9:00 a.m. The vote of approval was unanimous.

**DISTRIBUTE TOWN OF LAKE LURE
SAFETY CONTROL POLICY STATEMENT**

Mr. Hord distributed to Council, for their review, a copy of the proposed Town of Lake Lure Safety Control Policy Statement.

Commissioner Donovan moved, seconded by Commissioner Bush, to approve the Town of Lake Lure Safety Control Policy Statement. The vote of approval was unanimous. (Copy attached).

**TOWN OF LAKE LURE
SAFETY CONTROL POLICY STATEMENT**

Whereas the Town of Lake Lure realizes that it has the responsibility to provide a safe work environment for its employees and that each pursue the highest standards in his/her assigned activities, all municipal employees must recognize that the well being of persons involved in the protection of our physical resources are as important as the activity and work being performed.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF Lake Lure AS FOLLOWS:

The Town is establishing a safety and loss control program to be implemented and monitored on a continuous basis. As the first segment of the Town's program a safety coordinator will be appointed and assigned the responsibility of organizing the overall safety and loss control efforts.

A safety committee is to be created to establish loss control policy, investigate

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major losses and loss trends and assign other safety responsibilities as needed. This committee will be chaired by the safety coordinator and its members will include each department head.

Each municipal department director will be responsible for the safety and well being of the workers in his/her department as well as the required maintenance of facilities and equipment in his/her area of responsibility. Each municipal employee will be responsible for his/her own personal safety and for the safe completion of assigned tasks. The Town requires its employees to respond to all planned safety efforts and to perform their assigned job in the safest manner possible.

The Town of Lake Lure is committed to doing all in its power to make its safety and loss control program a success and expects all municipal employees to assist in this effort by contributing expertise and by following all established rules and procedures.

Approved by Town Council the 11th day of May, 1993.

DISTRIBUTE REVISED PROPOSED PERSONNEL ORDINANCE

This item was tabled. The revised proposed personnel ordinance will be distributed at a later date.

REPORT ON DEBRIS REMOVAL

Commissioner Bush moved, seconded by Commissioner Lehner, to approve by signing the release between the Town of Lake Lure and the North Carolina Department of Transportation allowing the Department to place certain waste material on said property behind the Lake Lure Golf Course on Town owned property, entering off of Island Creek Road. This area will not be open to the public. The vote of approval was unanimous. (Copy of release attached).

COUNCIL COMMENTS

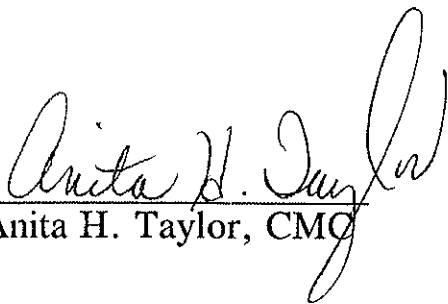
Council briefly discussed the appreciation picnic to be held Saturday, May 15, 1993 from 1:00 to 5:00 p.m.

Council discussed plans for July 4, 1993. Several persons have requested that fireworks be shown this year. Council suggested that administration look into the specifics behind the fireworks not being a Town sponsored event to make sure the Town is protected. Council requested that the Chamber of Commerce be contacted to see if they would be willing to sponsor the fireworks, provided the Town could contribute a sum of money towards the event compromising its protection from any damages that might occur.

Council also suggested that the fireworks, if permitted, be held another night other than the night that Fairfield Mountains will be holding their event.

With no further items of discussion, Commissioner Karr moved, seconded by Commissioner Donovan, to recess the meeting to Tuesday, May 18, 1993 at the Town Hall at 9:00 a. m. The vote of approval was unanimous.

ATTEST:


Anita H. Taylor, CMO


Mayor Priscilla Doyle

703 Campground Road
Spartanburg, S. C. 29303
April 20, 1993

TOWN OF LAKE LURE, NORTH CAROLINA

Honorable Mayor and Distinguished
Commissioners, Town of Lake Lure

Dear Mayor and Members of the Commission:

As authorized Representative and on behalf of the Hendersonville District of Southern Bell Telephone and Telegraph Co. I will take this opportunity to convey our sincere appreciation to each of you for your undivided effort, assistance and cooperation with our Maintenance and Repair Personnel during and throughout the aftermath of "The Great Blizzard of 93". Without that Special Effort, our situation would have been exceptionally difficult.

Partially due to the extreme damages to our telecommunications equipment throughout the Lake Lure area and our commitment to Better Service, we are continueing to upgrade our systems in that area. We have installed new and modern equipment and now plan to install underground Optic Fiber Cable in every location possible.

Our most current objective is to replace damaged overhead cable with the new underground cable within the limits of the Town of Lake Lure. We have prepared a location map showing the streets and roadways where we would like to install the new cable. All the proposed installation will be within the street and road rights of way, along the shoulder. Any areas disturbed by the installation will be restored to a condition comparable to it's present condition.

Our purpose and intent is to coordinate this proposal for your review and approval as a Community Project for the benefit of all and possibly avert another catastrophic situation in the future.

Attached hereto is the location map with streets and roadways highlighted to indicate locations for cable installation. Please note that with the approval of this proposal the Town of Lake Lure will in no way be held liable for any accident/accident related to this project.

Hopefully this proposal can be presented and approved at your next scheduled meeting on April 27, 1993, this prompt action will allow us to proceed with our work while equipment is located in that area.

Again, may I say "Thank You" it is only through this Team Effort that we are able to respond to the needs of the people and accomplish goals that are essential to our daily livelihood.

Sincerly Yours
Maurice Waldroup
Maurice Waldroup

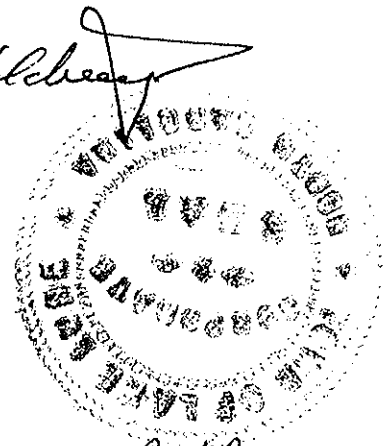
TOWN OF LAKE LURE

Approved: *Penelle Sage*

Disapproved: _____

Date: 5/11/93

Attch: 1



**AGREEMENT FOR THE EXECUTION OF A
HOME INVESTMENT PARTNERSHIPS PROGRAM**

This Agreement, made and entered into this 1st day of May, 1993, by and between the Isothermal Planning and Development Commission, (hereinafter "Commission"), and the Town of Lake Lure, a Member of the Isothermal Regional Housing Consortium (hereinafter "Consortium Member").

W I T N E S S E T H :

WHEREAS, the Isothermal Planning and Development Commission is the Administrative Entity for the Home Investment Partnerships Program (hereinafter "HOME Program") through a grant with the County of Rutherford from the State of North Carolina Department of Economic and Community Development, and

WHEREAS, it is the purpose of this agreement to effect a specified portion of the HOME program approved by the grant in accordance with the policies expressed by and declared in Title II of the National Affordable Housing Act of 1990, as amended (hereinafter "Act"); and

WHEREAS, pursuant to said purpose the Consortium Member is undertaking certain activities and desired to engage the Isothermal Planning and Development Commission to render certain assistance in such undertakings.

NOW, THEREFORE, for valuable consideration and mutual promises exchanged between the parties hereto, it is agreed as follows:

A. SCOPE OF SERVICES:

1. The services to be performed pursuant to this Agreement shall be those specified in the application submitted by the Isothermal Regional Housing Consortium and approved by the Secretary of the N. C. Department of Economic and Community Development as that Project Description now reads or as it may later be modified.

More specifically, the project will include the rehabilitation of approximately 5 single-family, owner occupied housing within the municipal boundaries.

2. The Commission will administer and coordinate all of the rehabilitation activities involved in the HOME Program.

3. The Commission will set-up and maintain all project files and records in accordance with program and audit guidelines.
4. The Commission will coordinate the HOME Program with local, state and federal officials.
5. The Commission will coordinate all fiscal and legal activities relating to the HOME program.
6. The Commission will prepare and submit all financial and programmatic reports.
7. The Commission will determine eligibility of homeowners for the HOME Program.
8. The Commission will conduct work write-ups and cost estimates for the rehabilitation activities.
9. The Commission will initiate bid process and select rehabilitation contractors.
10. The Commission will oversee all rehabilitation work including interim and final inspections.
11. The Commission will utilize funds received from the State of North Carolina for the HOME Program in accordance with the approved budget.
12. The Consortium Member will assist the Commission in identifying prospective eligible homeowners for the HOME Program.

B. FUNDING AND PAYMENT:

1. The Commission will utilize funds received from the State of North Carolina for the project in accordance with the approved budget for the project.
2. Total project funds under this Agreement are limited to those specified in the proposal but, in no event will the total project costs to be paid exceed the maximum sum of fifty thousand dollars and no cents. (\$ 50,000).
3. The Commission will provide monthly statements of the Consortium

Member's share of the administrative cost which shall be based on 15 percent of HOME funds disbursed for units within the municipal boundaries. The Consortium Member's administrative share shall not exceed seven thousand five hundred dollars and no cents. (\$ 7,500).

C. DURATION OF AGREEMENT:

1. This Agreement shall be effective as of the 1st. day of May, 19 93, and shall remain in effect during the period of affordability required by the Act under 24 CFR Part 92.252 or 92.254.
2. The scope of services and budget may be amended as desired by mutual consent of the Commission and the Consortium Member.

IN WITNESS WHEREOF, the Isothermal Planning and Development Commission has caused this Agreement to be duly executed on its behalf and attested; and the Consortium Member has caused the same to be duly executed and attested on its behalf.

Attest to:

**ISOTHERMAL PLANNING AND
DEVELOPMENT COMMISSION**

Bonnie Riedesel

(Witness)

By: Paul D. Hughes 4-76-93
Paul D Hughes
Director

Attest to:

TOWN OF LAKE LURE

Amita H. Taylor

(Witness)

By: Rosilla Doyle

TOWN OF LAKE LURE
SAFETY CONTROL POLICY STATEMENT

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A safety committee is to be created to establish loss control policy, investigate major losses and loss trends and assign other safety responsibilities as needed. This committee will be chaired by the safety coordinator and its members will include each department head.

Each municipal department director will be responsible for the safety and well being of the workers in his/her department as well as the required maintenance of facilities and equipment in his/her area of responsibility. Each municipal employee will be responsible for his/her own personal safety and for the safe completion of assigned tasks. The Town requires its employees to respond to all planned safety efforts and to perform their assigned job in the safest manner possible.

The Town of Lake Lure is committed to doing all in its power to make its safety and loss control program a success and expects all municipal employees to assist in this effort by contributing expertise and by following all established rules and procedures.

Signed this 13th day of May, at Lake Lure of North Carolina.

By Russella Doyle

Mayor/Town Manager

Approved by Town Council the 11th day of May, 1993.

ATTEST:

Anita H. Taylor
Anita H. Taylor, CMC



5. Encourage safety suggestions and written comments from employees and adopt those that are feasible.
6. Require accidents to be promptly reported, thoroughly investigated, and properly recorded.
7. Ensure that prompt, corrective action is taken whenever unsafe acts are observed.
8. Ensure that all employees are physically and mentally capable of performing their tasks.

E. EMPLOYEE

Employees will be required, as a condition of employment, to exercise care in the course of their work to prevent injuries to themselves and to their fellow workers. Employees are required to:

1. Use the safety equipment which has been provided for use in performing daily work assignments.
2. Wear the prescribed uniform and safety shoes, as required.
3. Not operate equipment for which training or orientation has not been received.
4. Warn co-workers of unsafe conditions or practices they are engaged in which could lead to or cause an accident.
5. Report defective equipment immediately to the Department Head.
6. Report dangerous or unsafe conditions that exists in the work place as well as throughout the municipality. This would include defective sidewalks, broken curbs, hanging tree limbs, loose handrails, open man-holes, sunken basins and sewers, missing or damaged traffic signs, etc.
7. Report all injuries or accidents regardless of the severity as soon as practical.
8. Protect unsafe conditions that result from municipal work that could present a hazard to the public.
9. Take care not to abuse tools and equipment, so that these items will be in useable condition for as long as possible, as well as to ensure that they are in the best possible condition while being used.
10. Participate in all required safety and occupational health training and be certain that they understand instructions completely before starting work.

II. OPERATIONS

A. SAFETY COMMITTEE MEETINGS

The safety coordinator will provide an agenda and maintain minutes of the meeting. Meetings will be held once each month at designated time and place.

B. MONTHLY SAFETY TRAINING/NEW EMPLOYEE ORIENTATION

All newly assigned employees will receive a safety orientation before going to work in their designated

GENERAL RULES AND PROCEDURES FOR MUNICIPAL EMPLOYEES

THESE GENERAL RULES AND PROCEDURES APPLY TO ALL DEPARTMENTS.

1. Good housekeeping is maintained throughout all operations.
2. All employees will be property trained before they are allowed to assume duties.
3. All employees will be trained in proper lifting techniques and body mechanics and should not lift an object where proper lifting techniques cannot be used.
4. Hard hats will be provided for and used by all employees exposed to overhead hazards.
5. Eye and ear protection will be provided for use by all employees exposed to related hazards, i.e. grinding, cutting, chipping, welding, etc.
6. CAUTION SIGNS will be posted in shop areas.
7. All employees will be provided with and required to wear gloves when conditions dictate.
8. First aid kits will be available to employees at all times.
9. Employees working near vehicular traffic will be provided with and required to wear high visibility clothing, i.e., reflective vests.
10. Guards and safety devices will be kept in place and in working condition on all equipment, tools, etc.
11. All flat belts, V-belts, chains and sprockets will be properly guarded.
12. All hand tools will be inspected to ensure their safe working condition.
13. All electric switch boxes and electric panels will be closed and properly marked.
14. NO SMOKING signs will be located in appropriate areas and followed by all employees and visitors, i.e. storage areas for compressed gases or combustibile/flammable materials, refueling pumps and battery charging areas.
15. All compressed gas cylinders will be properly secured in a upright position.
16. All flammable or combustibile materials will be properly stored.
17. There will be an adequate number of appropriate and properly located fire extinguishers that are inspected monthly by the occupants in that area.
18. All exits will be properly marked and free of obstructions.

NORTH CAROLINA

RUTHERFORD COUNTY

RELEASE

THIS RELEASE made and entered into this 11th day of May,
1993, by Town of Lake Lure (hereinafter property
owner) to the North carolina Department of Transportation, an unincorporated
agency of the State of North Carolina (hereinafter Department).

W I T N E S S E T H:

WHEREAS the property owner is the owner of certain property located at
Town of Lake Lure; and

WHEREAS the property owner desires to have the Department place certain
waste material on said property; and

WHEREAS the Department has agreed to place said waste material on said
property; without guaranteeing the content or quality of said material; and

WHEREAS the property owner is willing to release the Department from any
and all claims for damages that may arise from the placement of said material;

NOW THEREFORE, for good and valuable considerations the receipt and
sufficiency of which are hereby acknowledged, the property owner releases and
discharges the Department from any and all claims, demands and causes of action
that might arise by the Department placing said waste material on the property
owner's property, said property being more particularly described as follows:

(over)