

**Minutes for the Board of Aldermen for the Town of Bryson City**

**September 10, 2024**

**Swain County Administration Building  
50 Main Street, Bryson City  
3<sup>rd</sup> Floor Auditorium**

Attending:

**Board of Aldermen**

Tom Sutton, Mayor

Chad Smith

Heidi Ramsey-Woodard

Tim Hines

**Town Affiliates**

Sam Pattillo, Town Manager

Carla Passmore, Town Tax Collector

Jamie Hampton, Deputy Town Clerk

John Henning, Jr., Town Attorney

Charlie Robinson, Police Chief

Chris Martin, Police Officer

Nate Bowe, Town Engineer

**Public**

See Attached

Mayor Tom Sutton called the meeting to order at 6:00 p.m.

Alderman Chad Smith gave the invocation.

Mayor Tom Sutton led the pledge to the American Flag.

No one spoke during the public comment portion of the meeting.

The Board reviewed the minutes from the August 13, 2024 regular meeting, August 20, 2024 workshop, and the August 27, 2024 Public Forum. **Chad Smith made a motion to approve the minutes as presented; Tim Hines seconded the motion that carried.**

The Board discussed information for the Budget Ordinance Amendment. There was a suggestion made that rates could be lowered to \$9 per 1000 gallons for 2001 to 10,000 gallons of consumption for both water and sewer and \$12 per 1000 gallons for 10,001 gallons and above for both water and sewer. This would be leaving the base rates the same as now. With this suggestion, there was discussion that lowering the rates would still leave the Town with a shortfall in the water/sewer enterprise of \$304,000, at minimum, that will have to be covered by the General Fund. This amount will likely be more due to customers conserving more. The Town is also aware that the needs at the Wastewater Treatment Plant and the proposed new Middle School will require loans and that those loans will have to be paid back. It was mentioned that we cannot get loans if we cannot afford to make the payments. It was also pointed out that any new rates would only be good through the end of this fiscal year. There was discussion regarding how new rates could be applied to the past two billing periods. The Town is working with the billing software company, Southern Software, to see if there is a way to issue credits to customers through the billing system, if refund checks can be issued or what the best way to handle this would be, if it can be done. **Tim Hines made a motion to keep the base rates the same as they are now, lower the rate to \$9 per 1000 gallons from 2001 to 10,000 gallons of**

**consumption for both water and sewer and 10,001 gallons and above to \$12 per 1000 gallons of consumption for both water and sewer; Chad Smith seconded the motion that carried.**

Mark Sale with Swain County Schools came regarding the letter of support needed from the Town for the proposed new Middle School. Mr. Sale stated that the letter is needed to go along with their grant proposal. Town Attorney, John Henning Jr., confirmed that writing a letter of support would not be making any legal or financial commitments by the Town. Mr. Sale and Mr. Henning have agreed to work on the verbiage of the letter together. Mr. Sale did state the letter was needed by the end of this week due to the timing of the grant period. **Heidi Ramsey-Woodard made a motion for the Town to write a letter of support for the proposed new Middle School; Tim Hines seconded the motion that carried.**

The Main Street Sidewalk Improvement Project is continuing to move forward. The focus of the improvement is from the Main Street Square toward the IGA grocery store. Nate Bowe stated it is time in the process to put out notices for Requests For Qualifications (RFQ) and that official approval of a procurement policy needs to be done at the October 2024 regular meeting. **Heidi Ramsey-Woodard made a motion to grant permission to send out RFQs for the Main Street Sidewalk project; Tim Hines seconded the motion that carried.**

Information was presented for the 2024-2025 Volunteer Fire Assistance Program through the North Carolina Forest Service. This is a \$10,000 max, 50/50 grant for Fire Department needs. **Chad Smith made a motion to give permission to Fire Chief, Charles Bryson, to apply for the grant; Tim Hines seconded the motion that carried.**

In old business, the Board reviewed amendments made to the Public Works Ordinance made by Attorney John Henning Jr. **Heidi Ramsey-Woodard made a motion to accept the amendments made; Tim Hines seconded the motion that carried.**

The Board set the workshop for September 24, 2024 at 5:30 p.m. at Town Hall. The next regular meeting will be on October 8, 2024 at 6:00 p.m., also at Town Hall.

Town Attorney John Henning, Jr. gave the Attorney's Report.

The Board discussed the Fire Chief's, Tax Collector's, Police Chief's, Town Engineer's, and Town Manager's Reports as presented. **Tim Hines made a motion to approve the reports as presented; Chad Smith seconded the motion that carried.**

Alderman Chad Smith presented a copy of a letter he drafted to Rep. Mike Clampitt asking Mr. Clampitt to introduce legislation to amend Session Law 2007-23 concerning use of Occupancy Tax revenue to permit these funds to be used for infrastructure improvements. Alderman Smith also presented a letter he drafted to the NC State Government. This was a petition to allocate road settlement fund principal for infrastructure in the Town of Bryson City. Both of these were for Board review.

Being no further business, **Heidi Ramsey-Woodard made a motion to adjourn the meeting; Chad Smith seconded the motion that carried.**

Town Board of Aldermen  
September 10, 2024

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Mayor Tom Sutton

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Deputy Town Clerk Jamie Hampton