

Town of Hot Springs
Board of Alderman Meeting
September 8, 2025

Present:

Mayor Abigail Norton	Disaster Relief Admin Assistant (DRAA) – Sena Kassim	Police Dept. – David Shelton
Alderman Jeanne Gentry	Donation Center –	Project Management – Brad Guth
Alderman Wendy Stancil	Entertainment Committee – SaraJo Litwak	Rebuild Hot Springs Area (RHSA) –
Alderman Dan Myers	Fire – Dan Myers	Safety – Dan Myers
Attorney Larry Leake	Maintenance – Jeremy Trantham	Tax Collector – Laura Holloway
	Planning & Zoning –	

Mayor Norton called the Town meeting to order at 6:01pm.

Mayor Norton referred attendees to the Public Charge that were placed on each chair. She asked everyone turn their cell phones down or off.

Mayor Norton asked the Board for a motion to approve the August 11, 2025 Budget Approval Meeting minutes. Alderman Myers made a motion to approve; Alderman Stancil seconded the motion; all were in favor.

Mayor Norton asked the Board for a motion to approve the August 26, 2025 Special Meeting minutes. Alderman Stancil made a motion to approve; Alderman Myers seconded the motion; all were in favor.

PUBLIC COMMENT

Mayor Norton asked the Board to review the Lions Club electric bill. [Police Chief David Shelton is using the Lions Club building as a temporary office.] The Club's July 2024 electric bill was \$40.ish; the July 2025 electric bill was \$265.21. Mayor Norton asked the Board to consider paying the Lions Club a set monthly rental fee of \$200.00 or look at the 2024 bills and the Town would pay the difference in the 2025 electric bill from the 2024 bill. Mr. Kenny Ramsey said the club meets only 3-hours a month and they are conservative on all utilities; they have never had a \$200-plus electric bill. Alderman Myers said he felt \$200.00 in a monthly rental fee would be fair. Alderman Stancil said the Board could revisit the amount in the winter, if needed. Alderman Myers made a motion to pay a \$200.00 rental fee for Chief Shelton's office at the Lions Club building; Alderman Stancil seconded the motion; all were in favor.

DEPARTMENTS

Project Manager – Brad Guth

Mr. Guth directed the Board to the resolution regarding the division of water infrastructure, and a grant for which McGill is helping the Town apply. This would replace the French Broad Circle (FBC) sand filter and water treatment facility. This would allow FBC to tie into the new wastewater treatment plant. This had previously been talked about during the last round of applications with DEQ, but the grant application threshold was exceeded. The current application allows the funds to be applied for; the application is due by the end of September. If we were offered a loan instead of a grant the Town would not be obligated to take out a loan. Alderman Myers made a motion to

approve the application being submitted, by McGill, and approve the resolution; Alderman Stancil seconded the motion; all were in favor.

Disaster Recovery – Sena Kassim

Ms. Kassim asked when the Lions Club rent should begin. Mayor Norton confirmed with Chief Shelton that he began officing out of the club's building in June 2025; the \$200.00 rental fee would be retroactive back to June 2025. Alderman Myers made a motion to begin paying the Lions Club a monthly rental fee of \$200.00 as of June 2025 and forward [while Chief Shelton is stationed at the club's building]; Alderman Stancil seconded the motion; all were in favor.

The Disaster Relief's grant position is coming to a close. Ms. Kassim provided the Board with a recap: > There were over 200 volunteer responses from the Recovery/Rebuild webpages; > The volunteers worked 29,878 hours; and > Volunteers helped 28 residents.

On September 18, 2025, Alexandra, with the US Forest Service, will attend the Thursday morning Recovery Community Meeting. Jessican and Sara, with Madison Soil & Water, will attend the October 2, 2025 meeting to discuss debris removal and stream bank stabilization.

Ms. Kassim is currently training with the budget. She will be performing monthly bank reconciliations; the budget to actual will be up-to-date so it will be known where we stand.

Ms. Kassim provided the Board with information regarding a shipping container for temporary storage, then pass the container on to maintenance for storage of piping. The container is from Johnson Auctioniers, in Spring Creek. The total cost is \$2,461.00. The box is 20-feet long. This is not a budgeted item; there would need to be an amendment to the budget to purchase the box. The money would come out of general fund. Mayor Norton told the Board money from FEMA was received on Friday, September 5, 2025. The FEMA monies were for the parking lot and fence. Money was also received, from FEMA, for the dumpsters used for waste/debris removal. Mayor Norton explained that if the Board wants to purchase the shipping container a budget amendment would need to expenditure and revenue; the revenue would come from the FEMA funds; expenditure would be for the container. Mayor Norton confirmed with Town Attorney, Larry Leake, if the Board approved the purchase of the container during the meeting, she could prepare a budget amendment and sign within the next couple of days. Alderman Myers asked Jeremy Trantham where the box would be moved; Mr. Trantham explained where it would be placed on the Maintenance Department's lot. Alderman Myers made a motion to approve the purchase of the shipping container; Alderman Stancil seconded the motion; all were in favor.

Mayor Norton reminded everyone at the meeting that the water rates were increasing, by \$5.00 per month, as of the October 2025 water bill; this will amount to \$10.00 per bill.

Entertainment Committee – SaraJo Litwak

There will be a Trunk-or-Treat at the school this year.

The spa has approved for the Town to have the Christmas Parade through the spa grounds. If the parade is at the campground, candy will not be able to be thrown as it has been in the past. The goal is to not have the parade on 25/70 at all due to the bridge construction. Ms. Litwak will look into purchasing event insurance for the parade. She will also prepare a budget to present to _____ and _____.

A committee was gathered to plan the 2026 **80's** event. This event will be in February 2026. The **80's** event previously brought in a lot of visitors and got the locals out. Hopefully, the event will be well received as it has been in the past.

Maintenance Department – Jeremy Trantham

The generator at the Post Office Lift Station is back up and running. The official test on the system will be next Tuesday [September 16, 2025].

The repair on the Maintenance shop is going well. Work on the outside will begin tomorrow and electrical work starts Wednesday [September 9 & 10, 2025]. The old EMS building is coming along too. Alderman Myers said it will be nice to have the rental income back from the old EMS space. Mr. Trantham said once Maintenance has their building back the rental on their temporary office will go away and that will be a savings.

Mayor Norton asked about the Town Charter she found in the hurricane damaged papers. She wanted to know if Maintenance kept the charter. Mr. Trantham told her the charter was in the plastic containers that will be placed in the shipping container; it will be located once the boxes are gone through.

Police Department – David Shelton

Chief Shelton asked if the camping shelter behind the welcome center will be shut down. Although there hasn't been a report of anyone camping in the shelter yet, it's just a matter of time. He has had to tell people, sleeping in the Welcome Center foyer, to move on.

In regard to the new patrol car, Chief Shelton wanted to know if anyone has made contact with Mayor Norton. Mayor told him that the bank has not yet sent the paperwork, but she knows they are working on it.

Chief Shelton told the Board that the State is requiring all law enforcement to do everything online through the NC Tracking System: Accident Reports; Tickets; among other reports. He said Officer Stacey Workman took a class several weeks past; they are waiting on information from the class officials to get things implemented. The deadline on getting this up and running is January 1, 2026. Chief Shelton said additional equipment will be needed to meet the qualifications for required changes.

Chief Shelton asked Mayor Norton about the new police car. She is working with Terry Kenedy at the bank. Mayor Norton will have Ms. Kassim get an update from the bank.

Chief Shelton asked the Board for an update on the car that Marshall had donated to Hot Springs. He asked if an auction was going to be held for the vehicle. Alderman Myers told the Chief that the car will be sent to surplus property. Mayor Norton said the car that was donated by Myrtle Beach, SC will be sold as best offer; the information on this vehicle needs to be advertised. The other car will also go to surplus property. Mayor Norton said we need to look at the Blue Book value, less air conditioning. Chief Shelton said the car is also in need of breaks and struts. He also advised that all the equipment will need to be removed from the vehicle. He has a garage in mind; they fixed his current car and he has talked to the garage about removing the equipment. He doesn't have a cost at the moment but he will get the figure and let the Board know what he finds out.

Chief Shelton said the car Woodfin is donating to us has been approved by the Town's council. The Woodfin Chief recently had surgery so Chief Shelton hasn't heard from him, but expects to hear from him soon.

Tax Collector – Laura Holloway

2025 Tax scroll has been received. Ms. Holloway is hoping to have tax bills out by the end of September or first of October.

TOWN BUSINESS

Mayor Norton

Rebuild Hot Springs Area (HRSA) is looking at two options for the Public Parking area: paving [concrete?] or with a gravel option called Truegrid® [permeable pavers]. Mayor Norton asked the Board if they wanted to call a special meeting or wait until next month to review. Alderman Stancil was in the Community Meeting when HRSA presented the Truegrid® information, so she is familiar with the permeable pavers; however, Alderman Myers is not familiar with the pavers. Alderman Myers would like to visit with HRSA to get an idea of the difference in the two options.

Alderman Stancil made a motion to go into Executive Session (ES) at 6:40pm; Alderman Myers seconded the motion; all were in favor.

At 7:31pm, Alderman Myers made a motion to return to Regular Session; Alderman Stancil seconded the motion; all were in favor.

During ES, the Board discussed appraisal of a property site: Site A; 4 Acres and Total Acreage. Alderman Myers made a motion to approve the appraisals; Alderman Stancil seconded the motion; all were in favor.

A work schedule for Sena Kassim was also discussed in ES. Discussion was whether Ms. Kassim's schedule would be for a four-day week or a five-day week. Alderman Stancil made a motion for Ms. Kassim to be in the office five-days a week from 9:00am until 3:30pm Monday through Thursday and 9:00am until 3:00pm on Friday; Alderman Myers seconded the motion; all were in favor.

Chief Shelton let the Board know that he heard back from the guy who could take all the equipment off the car going to surplus property; the charge will be \$800.00. It was decided to put the struts and rotors on hole at this time.

Since there is no other business to discuss, Alderman Myers made a motion to adjourn, Alderman Stancil seconded the motion; all were in favor. Meeting adjourned at 8:00pm.

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Approved
Abigail Norton
Mayor Abigail Norton

10-13-25
Date