

WILLOW RUN MUNICIPAL SERVICE DISTRICT BOARD MEETING
MINUTES
March 21, 2023

Town Hall Conference Room 201 – 6510 Shallowford Road

I. Call to Order

- a. Chair Jeffrey Rawls opened the meeting at 6:30 PM. In attendance were Martin Beale, Chad Conger, Denise Criss, Philip May, Jeffrey Rawls, Kirk Rieger, Town Manager James Ayers and Public Works Director Jon Hanna. Glenn Yarnell was absent.
- b. The Board welcomed Mr. Rieger and thanked him for serving on the Board.

II. Agenda Approval – Philip May moved to approve the agenda. The motion was seconded by Martin Beale and motion passed unanimously.

III. Minutes Approval – Denise Criss moved to approve the January 17, 2023 and March 6, 2023 (amended to reflect David Matthews in attendance on March 6, 2023) minutes. The motion was seconded by Chad Conger and motion passed unanimously.

IV. Financials – The Board reviewed the financial report shared by the Finance Director.

V. Membership

- a. Council appointed the following to the MSD Board
 1. Kirk Rieger – Area 2 – Unexpired term 2024
 - i. Term begins immediately since this is an unexpired term
 2. Philip May – Area 5 – Expires 2026
 - i. New term begins April 1
 3. Glenn Yarnell – At-large – Expires 2026
 - i. New term begins April 1
- b. May 16 – Election of Chair and Vice Chair

VI. 2023-2024 Budget - Denise Criss moved to approve the proposed 2023-2024 budget as presented and explained by Manager Ayers. The motion was seconded by Chad Conger and motion passed unanimously.

VII. Old Business

- a. Lake study – Long-term study of the lake’s health will begin in May or June. Information about the study will be shared in the District’s newsletter.
- b. Dam and lake tour review – The committee reviewed their tour of the lakes and dams of Desmond, Harwich, Falmouth and Marblehead. Mr. Hanna will research the boundaries of Marblehead Dam on the west side.
- c. Woodview development update – Forsyth County Erosion Control has visited and inspected the Woodview construction area. Recommendations were given to the developer and/or contractor on how to improve the erosion control measures. The improvements should reduce silt drainage into Lake Desmond.

VIII. New Business

- a. Trees on lakes – Denise Criss moved to postpone potential tree removals until the 2024-2025 budget year. The motion was seconded by Philip May and motion passed unanimously. The Board noted they are only responsible for removing trees or parts thereof from Town-owned lakes and property. A property owner can request the Town to consider removing individual trees from their property. This is evaluated by the Public Works Director. Access to the property would have to be granted by the property owner.

**WILLOW RUN MUNICIPAL SERVICE DISTRICT BOARD MEETING
MINUTES
March 21, 2023**

Town Hall Conference Room 201 – 6510 Shallowford Road

IX. Clerk Report

- a. Woodview development update – Town staff is working with the City of Winston-Salem Erosion Control Department to correct the sediment and erosion issues within Woodview Estates.
- b. Emergency Action Plan (EAP) – Mrs. Tolbert has confirmed that personnel contact information is updated annually and Town staff will handle the annual update. The plan as a whole is to be reviewed and updated every five (5) years. Update of the overall plan would be a budget item.
- c. Charter update – term limits – On March 9, Town Council approved the charter update removing term limits.

X. For the Good of the Order

- a. Next meeting – **May 16, 2023**

- XI. Adjournment** – Chad Conger moved to adjourn at 7:15 PM. Motion was seconded by Martin Beale and motion passed unanimously.

ATTEST:

Jeffrey Rawls, Chair

Dora K. Moore, Town Clerk