

## MINUTES

The Town of Manteo Board of Commissioners held their Workshop Session at the Manteo Town Hall meeting room January 15, 2003. No action will be taken at this meeting unless denoted by \* which means an action item.

The following members were present: Mayor Lee Tugwell  
Commissioner John Wilson  
Commissioner Edward Etheridge  
Commissioner David Farrow  
Commissioner H.A. Creef, Jr.  
Commissioner Stuart Wescott

The following member(s) were absent: Commissioner Dellerva Collins

Also present at the meeting were: Town Clerk-Becky Breiholz  
Chief F. T. D'Ambra  
Water Superintendent- Butch Luke  
Public Works Director-James McCleave

Mayor Tugwell called the workshop meeting to order at 7:03 p.m.

Adoption of agenda as presented or amended as to action items.

**MOTION:** Commissioner Wescott seconded by Commissioner Farrow to approve the agenda as to the action items was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Wescott, and Creef. Noes: None. Absent: Commissioner Wilson and Collins.

**SUBJECT:** Presentation from Mr. Mankedick on the possibility of the Island Queen River boat locating in the Town of Manteo-Commissioner Wilson. Mr. Mankedick had come before the Board at their November workshop and is here tonight asking to be permitted to pickup and drop off passengers at the town dock (sewer dock) beginning spring 2003. The Island Queen with its upper deck can work from any of the outer 3 sides of the pier and Mr. Mankedick does not believe the short slow tours of Ice-plant Island and Shallowbag Bay will compete with the other commercial boats working Manteo harbor. The boat will be docked and based at Shallowbag Bay Resort and will use the Manteo dock only to pick up visitors taking them to the dock at Festival Park or a tour around Ice-plant island. Mr. Mankedick has talked with Roanoke Island Business Association about developing a program to offer short trips from Manteo docks to Ice-plant Island to encourage visitors to utilize the ample parking at Festival Park. This would be in a form of a special ticket that could be validated by a RIBA member and consequently provide free passage to the visitor. The Island Queen will also offer low cost passage in the evening to the 8 p.m. concerts at Festival Park. Mr. Mankedick anticipates the operating schedule to be daily from 11 a.m. to 7 p.m. hourly with evening, sunset and concert rides on occasion. Mr. Mankedick is asking the Board to allow him to start using the sewer pier to start probably at Easter time. Mayor Tugwell commented that the Board and staff will need to develop a policy for use of that dock. Commissioner Wescott commented that he was under the impression that if

CAMA grant money was used that it could not be used for commercial purposes. Discussion took place on the maneuverability of the boat. Board members are to think about what they want included in a dock policy and to discuss it at their February workshop session.

Commissioner Wilson arrived at 7:20 p.m.

**SUBJECT:** Presentation by Dare County Mosquito Control Director Tim McGonegal-postponed from the January 2, 2003 meeting. The Board had postponed this so Mr. McGonegal could present the proposal to the Board in person. The proposal requests for each Town to supply labor to expand the mosquito control program beyond the measures used in the past to include treating standing water after every rain event. As written the proposal says that Dare County would supply the equipment and chemicals but each Town is asked to supply the man power to treat all incorporated areas. Larviciding does not have to be done every day, just after a rain event. If Mr. McGonegal receives interns he will also lend them to the Town to help. Treatment would only be stagnant ditches and flooded yards. Mr. McGonegal commented that if the Town can't help they will still be larviciding, but to establish a robust program he needs more manpower. Participation in the program will be an expense to the Town of Manteo and will require funding for the next budget year. Mayor Tugwell commented that Mr. McGonegal should coordinate this with Public Works Director James McCleave and Mr. McCleave will make the decision if he has time to help with this project.

**\*SUBJECT:** Discussion and consideration of bids received for Roanoke Marshes Light House and award contract to lowest responsible bidder. The BOC had asked Mr. Ben Cahoon the architect to re-bid the project since the first set of bids came in over the estimated budget. Mr. Cahoon was unable to attend the meeting tonight. The second bid opening took place on January 13, 2003. The bids were as follows: First Coast General Contractors \$220,210.00; Carolina Beach Builders-\$251,850.00; Renaissance Construction-\$262,542.00; and All Points Logistics \$317,000.00. Mr. Cahoon's recommendation at this time would be to not award the project until additional funds are available. Mayor Tugwell commented that the grant from the Tourist Bureau has been extended 3 times so far. The Board would like to discuss these bids with Mr. Cahoon and it was suggested that the Mayor work with Mr. Cahoon.

**MOTION:** Commissioner Wilson seconded by Commissioner Farrow to authorize Mayor Tugwell to work with Mr. Cahoon the architect and First Coast Contractors to get the project going was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Wescott, Wilson and Creef. Noes: None. Absent: Commissioner Collins

**\*SUBJECT:** Discussion and consideration of proposed text amendments 46-111 and 46-113 parking and marking of intersections. Proposed text amendment 46-111 will prohibit parking at any time to add additional streets Ananias Dare on the south curb line extending a distance of 134 feet west from the west curb line of Queen Elizabeth Street. Street and east and west curb lines of Uppowac Street heading south to the north curb line of Sir Walter Raleigh Street, which will remain 25 feet.

**MOTION:** Commissioner Wescott seconded by Commissioner Farrow to approve proposed text amendment to Section 46-111 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Wescott, Wilson and Creef. Noes: None. Absent: Commissioner Collins

**SUBJECT:** Section 46-113 will prohibit parking in certain specified places: within 15 feet from the intersection curb lines or if none within 15 feet of the intersection of property lines at an intersection of highways with the exception of West curb line of Uppowac Street heading south to the north curb line of Budleigh Street and east and west curb lines of Uppowac Street heading south to the north curb line of Sir Walter Raleigh Street, which will remain 25 feet. intersections should be marked 25 feet. The Board discussed authorizing the Chief of Police or designee the ability to regulate marking unsafe intersections without coming to the Board of Commissioners each time they wanted to change an intersection marking and the Chief will draft a text amendment for the Board to review at their February meeting. Commissioner Farrow would like Public Works Director James McCleave to give the board an estimate of how many parking spaces have been picked up after marking the intersections.

**MOTION:** Commissioner Wilson seconded by Commissioner Farrow to approve proposed text amendment to Section 46-113 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Wilson and Creef. Noes Commissioner Wescott. Absent: Commissioner Collins

**SUBJECT:** Reports-Water and Sewer Superintendent Butch Luke on sinking man holes and pot holes. Mr. Luke showed a video. Mr. Luke showed lines with the joints that have not been relined and those that were just relined. The leakage and infiltration from the old system is what is causing the sinking holes.

**SUBJECT:** Reports Town Attorney-Daniel Khoury contacted Town Clerk and stated that he is still waiting on information from the parties involved in the Shallowbag Bay Club easement dispute and buffers and that he is still reviewing Pirates Cove Fifth Addendum document and he would have a report to the Board at their regular February meeting.

## **INFORMAL BOARD DISCUSSION**

Mayor Tugwell-The Board had asked the Mayor to contact Mr. Stan White, Dare County Commissioner and NCDOT representative in response to letter the Town received from the NCDOT about reducing the speed limit at midway to 45 and using a roundabout as an alternative instead of a flyover. The Dare County Board of Commissioners sent a letter to NCDOT supporting a 50 m.p.h. at midway. Commissioner Wilson said we still should not be satisfied with the response from N.C.D.O.T. and should continue to pursue a 45 m.p.h. speed limit at midway and ask for a further study for a roundabout. The Board had a lengthy discussion on the 45 m.p.h. Commissioner Wilson suggested the Board wait until the next workshop and think about what strategies they can use. Commissioner Farrow-Would like the Board to pursue the 45 m.p.h. at midway and as far as the roundabout or flyover let them decide what is best. Commissioner Wilson commented that the Aquarium, Festival Park, Lost Colony and other entities on Roanoke Island will be affected by this decision of the intersection and it would probably be best to get them to sign on with this wish. Commissioner Wilson suggested having

the Manager to prepare a letter for signing by the boards of the Elizabethan Gardens, the Lost Colony, the Aquarium, Festival Park, Roanoke Island Commission and then the County for a 45 mph. zone and a study of a modern roundabout as an alternate to the flyover at midway. Consensus of the Board is to ask the local entities to sign on and then to get public support. Commissioner Wescott commented that a good argument would be to time it between those two bridges, which is about 2 miles at 55 mph and at 45 mph and there would probably be very few seconds' difference. Commissioner Wilson offered to take the prepared letter to the Roanoke Island Commission and the Lost Colony.

Commissioner Wilson-commented that the information we have received is that 580 units have been built or permitted at Pirates Cove, out of 627 allowed, unless the 5<sup>th</sup> addendum changed the number of units then there 47 units left to be built and Pirates Cove is finished and they have 5470 gallons per day left and based on the old formula they would be over their sewer figures by the way we figure the current residences and commercial now. Mayor Tugwell commented they had an original allocation of 195,000 and the 5<sup>th</sup> addendum reduced that. Commissioner Wilson commented that on January 7<sup>th</sup> a report provided by Shannon Twiddy, acting Town Manager shows the total waste water allocations by the Town of Manteo as of August 6, 1992 was 195,000 gallons and the total waste water requirements as of December 18, 2002 is already 189,530 so that is 5,470 gallons left unless the 5<sup>th</sup> addendum changed the gallons. Commissioner Wilson commented that we need to substantiate those two numbers are correct and that Pirates Cove agree with us if they are correct and lets make sure the Town and Developer know exactly how many gallons and units are left. Commissioner Wilson would like these figures checked and make it part of the official minutes of where Pirates Cove really stands.

Mayor Tugwell gave an update on Town Manager Kermit Skinner who will probably come back to work on a limited basis next week. It was suggested that he come back and get used to things and leave the command structure in place until he is able to take full responsibility.

Commissioner Wescott-commented that if we are going let commercial use be done at the town docks there should be a licensing agreement for the use of the sewer pier and that the boats that operate there are to conform to the Coast Guards and State of N.C. regulations and issues of liability insurance need to be addressed. Commissioner Wescott also stated that if we do allow use of the docks then we are in competition with Salty Dawg Marina and the Manteo Waterfront Docks and that the Town should not be in competition with anybody. A lengthy discussion took place on what is a commercial use and what the intent of the use of the pier was. Board members are think about a dock policy and then to discuss at their February meeting.

**MOTION:** Commissioner Etheridge seconded by Commissioner Wescott to adjourn at 9:25 p.m. was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Wescott, Wilson and Creef. Noes: None. Absent: Commissioner Collins.

Adopted this 15<sup>th</sup> day of January, 2003

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Mayor Lee Tugwell

ATTEST:

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Town Clerk Becky Breiholz

