

## MINUTES

The Town of Manteo Board of Commissioners held their July 6, 2005 adjourned/recessed session in the Manteo Town Hall meeting room, July 13, 2005 at 4:00 PM

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

The following member(s) were absent: Commissioner Larry Belli

Also present at the meeting were: Town Manager Kermit Skinner  
Town Clerk –Becky Breiholz  
Finance Officer-Shannon Twiddy  
Department Heads-James McCleave, Butch Luke,  
Chief D’Ambra, Erin Burke

Mayor Wilson called the Adjourned/recessed July 1, 2005 meeting back to order at 4:08 pm. Mayor Wilson amended the agenda to add Closed Session Personnel NCGS 143.318.11 2 (6)

**MOTION:** Commissioner Tugwell seconded by Commissioner Creef to approve the agenda as amended was approved by the following vote: Ayes: Commissioners Collins, Farrow, Creef Etheridge and Tugwell. Noes: None. Absent: Commissioners Belli.

**SUBJECT:** Department Head Reports-Department Head reports were mailed to the Board of Commissioners. The reports will now be discussed during the recessed workshop to allow for the department heads to be at the meeting to answer any questions. Each Department Head went over their report and answered questions by the Board; these reports will be kept on file for one year. The Board would like to know how many water/sewer users there are this year versus last year and an analysis on waste water treated, if all possible they would Mr. Luke to include a graph with each department head report showing the daily flow for this year versus last year. It was also reported that there is a new hole at Uppowoc and Devon Streets. The Board had also requested that staff investigate the possibility of having an auction for surplus items and all Department Heads were asked to supply this list to Finance Officer Ms. Twiddy no later than July 21<sup>st</sup>.

**SUBJECT:** Town Radio Station-Commissioner Farrow had brought this up at the regular July meeting. It was explained that the radio station was funded by the Town, Roanoke Island Business Association and individuals. The intent was to announce parking areas, encourage visitors to downtown shopping and other public service announcements. At this time the radio station is not operating. Police Chief D’Ambra commented that it would be too cumbersome to remove the radio station and equipment and that Sandy Sanderson with Dare County Emergency Management has expressed an interest in using it for emergency announcements. The Board

would like to include the responsibility of the radio station into job description of the IT person and possibly have the NOA Weather and other public service announcements placed on the station.

**SUBJECT:** Cemetery Maintenance proposals-The Board had asked that Ms. Twiddy place two ads; one for proposals for mowing of the cemetery and one for a part-time employee to supervise inmates. We have received only one employment application and two proposals for mowing. Cheap Mo's Lawn Service proposed \$440.00 per mowing every 10 to 14 days mowing grounds and trimming around monuments and Organic Mechanic Landscaping for \$600.00 per mowing to be done twice a month. Ms. Twiddy informed the Board she is still waiting to hear from the NC Correction Department and hopefully we will get more applications for employment. The Board asked that Ms. Twiddy contact Cheap Mo's and ask that they mow for two months while pursuing the inmate program.

**SUBJECT:** Discussion online auction report-The Board had declared two police vehicles as surplus and ads were placed accepting bids, the highest bid the Town received was 371.10 for one vehicle and 771.10 for the other which the Board rejected and asked that the vehicles be placed on the on line auction. Town Clerk Becky Breiholz stated that in GOV Deals Implementation Guide it is suggested that the right to reject a bid not be used and if it is to state a good reason. She is asking the BOC if they would like to place a reserve bid on the vehicles and if it is not met then the Board does not have to reject the bid. The Board decided to place a \$1,000 reserve on each vehicle.

Public Comment by Malcolm Fearing and he asked about the resignation of Commissioner Larry Belli, Mayor Wilson commented that the Board was going to discuss that today. He met with Commissioner Belli and Mr. Belli again offered his resignation and asks that the Board of Commissioners accept it.

**MOTION:** Commissioner Etheridge seconded by Tugwell to accept Commissioner Larry Belli's resignation was approved by the following vote: Ayes: Commissioners Farrow, Creef, Etheridge, Collins and Tugwell. Noes: None. Absent: Commissioner Belli.

The Board discussed whether to fill the seat for 3 months or leave the seat vacant until the election.

**MOTION:** Commissioner Collins seconded Creef to notify the Board of Election that the seat is vacant for a two year term and leave the seat vacant until election was approved by the following vote: Ayes: Commissioners Farrow, Creef, Etheridge, Collins and Tugwell. Noes: None. Absent: Commissioner Belli

The Board had a lengthy discussion on the use of the Roanoke Marshes Light for weddings. Mayor Wilson explained that the inside of the Lighthouse is part of the tri party agreement and the members of the Tri Party agreement had met and because of crowd control, damages and other problems it was decided that the inside of the building would not be used for weddings. The Town already offers the use of the gazebo and accepts reservations for it, as well as Washington Creef Davis Park and Cartwright Park. Consensus of the Board was that anyone can use the Light House Pier/Dock only, on a first come first serve basis, no reservations, no decorations for ceremony only.

Public Comment-Jennifer Frost brought up the fact that the bottom of the bridge at Pirates Cove is dangerous and people are hydro-planning during heavy rains and would like the BOC to do something about it. Mayor Wilson commented that the Town has sent letters to the various agencies requesting something be done about it.

**MOTION:** Commissioner Creef seconded by Commissioner Collins to enter into closed session NCGS 143.318.11 a (6) personnel was approved by the following vote: Ayes: Commissioners Farrow, Creef, Etheridge, Collins and Tugwell. Noes: None. Absent: Commissioner Belli

The Board of Commissioner welcomed back Town Manager Kermit Skinner and Interim Town Manager Shannon Twiddy returned to Finance. The Board also gave Ms. Twiddy compensation for her duties as Interim Town Manager.

**MOTION:** Commissioner Collins seconded by Commissioner Tugwell to come out of closed session was approved by the following vote: Ayes: Commissioners Farrow, Creef, Etheridge, Collins and Tugwell. Noes: None. Absent: Commissioner Belli.

**MOTION:** Commissioner Tugwell seconded by Commissioner Creef the meeting was adjourned at 5:30 pm and was approved by the following vote: Ayes: Commissioners Farrow, Creef, Etheridge, Collins and Tugwell. Noes: None. Absent: Commissioner Belli.

This 13<sup>th</sup> day of July 2005

ATTEST:

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Mayor John Wilson, IV

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Town Clerk Becky Breiholz