

MINUTES

The Town of Manteo Board of Commissioners held their January 5, 2005 adjourned/recessed session in the Manteo Town Hall meeting room, January 12, 2005 at 3:00 PM

The following members were present:

- Mayor John Wilson
- Commissioner Dellerva Collins
- Commissioner H.A. Creef, Jr.
- Commissioner David Farrow
- Commissioner Lee Tugwell
- Commissioner Edward Etheridge
- Commissioner Larry Belli (arrived at 4:25pm)

The following member(s) were absent:

Also present at the meeting were:

- Town Manager Kermit Skinner
- Town Clerk –Becky Breiholz
- Planner-Erin Burke
- Finance Officer-Shannon Twiddy
- Planning Chair-Bill Parker
- Zoning Administrator Fred Featherstone

Mayor Wilson called the Adjourned/recessed January 5, 2005 meeting back to order at 3:07 pm

SUBJECT: Audit report. Theresa Pickrel with the accounting firm of Pickrel, McGinnis and Dowdy gave the Board a brief overview of the audit.

Mayor Wilson recognized Heather Maxwell, Special Events Committee Chair. Ms. Maxwell gave the Board a report on the Special Events meeting that was held on Monday and asked the Board for any specific goals that the Board would like to see. Staff was instructed to write a letter to the Dare County Dare Days committee removing past chair Frank White and appointing Heather Maxwell to the committee.

MOTION: Commissioner Tugwell seconded by Commissioner Farrow to approve a budget amendment for \$10,000 to provide a nativity scene for the Christmas event **MOTION** was withdrawn.

SUBJECT: Appointment of Chair and Vice Chair for the Board of Adjustment. Mayor Wilson re-appointed Jack Gregory as Chair and Michael McOwen as Vice Chair.

SUBJECT: Cost of testing port a potty dumping. This was requested by the Board at their last month's meeting in conjunction with Stuart Wescott's dumping at the sewer plant. Town Manager Kermit Skinner commented that over the past 10 years we have only had one problem with contamination and could never identify the source of the contamination. The cost for certain testing would be \$550 and the turn around time would be up to three (3) weeks on some tests.

SUBJECT: Bowsertown Lift Station cost-A letter with an estimate was received from Mr. Green with Green Engineering. Their cost estimate for the pump station upgrade to include engineering is \$200,000 and \$210,000. An additional \$7,500 is recommended if bypass pumping is required. Staff was asked to get clarification on items in the letter and come back with a recommendation for the Board at February's meeting.

SUBJECT: The Regional Transportation Committee meet at 10 am and are making progress; they have asked for a detailed report on the middle school traffic and have received a detailed report on the Midway area which will be made a part of these minutes. The Committee would like the Board of Commissioners to adopt Resolution 2005-01 asking NCDOT to begin improvements described in the attached documents.

MOTION: Commissioner Creef seconded by Commissioner Tugwell to approve Resolution 2005-01 to the NCDOT was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: none

SUBJECT: The Way Finding Committee met today at 1pm at the Town Hall. The Committee has been working on a brand and signs for the island with the help of the Outer Banks Tourist Bureau. The Committee chose a brand in the shape of Roanoke Island. The Branding would be used by all public sites on Roanoke Island and the committee will take back the brand to their individual Boards for approval. Once all the entities agree a resolution will need to be adopted requesting that NCDOT replace the old brown signage with the new designed signs. Each entity will also pay for and provide their own banners to be hung on the newly acquired banner brackets the Town has placed in the corridor. There will be 3 banner brackets allowed for each entity, with the left over being used by the Town. Each entity has designed their own banner and consensus of the Board of Commissioners was for the Town to have banner designed with the Roanoke Marshes Lighthouse on it and staff was requested to order the banners.

MOTION: Commissioner Belli seconded by Commissioner Etheridge to authorize a Resolution be sent the NCDOT requesting the brown signs be replaced with the new design was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: none

MOTION: Commissioner Etheridge seconded by Commissioner Creef to allow each public entity to use our brackets to place their banners was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: none

SUBJECT: Review of draft zoning ordinance. The Town has received the draft zoning ordinance and the Board reviewed Article I, II, and III at the last workshop. The Board started the review process of Articles IV, V and VI.

SUBJECT: Commissioner Farrow commented that they discussed a flag pole being placed at the waterfront and he would like the Town to place the old Drinkwater Weather Tower there instead. Research and other information had been gathered previously on this issue and staff is to pursue with a cost estimate to do this.

MOTION: Commissioner Farrow seconded by Commissioner Tugwell for staff to proceed with cost estimate and to get an estimate from the NCDOT Ferry Division for was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: none

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Creef seconded by Commissioner Farrow the meeting was recessed/adjourned at 6:00 until January 13, 2005 at 6:30 pm and was approved by the following vote: Ayes: Commissioner Collins, Farrow, Belli Tugwell, Etheridge and Creef. Noes: None. Absent: none.

This 12th day of January 2005

ATTEST:

Mayor John Wilson, IV

Town Clerk Becky Breiholz