

## MINUTES

The Town of Manteo Board of Commissioners held their March 5th, 2008 Recessed Session March 12<sup>th</sup>, 2008 at 4:00 pm at the Manteo Town Hall meeting room

The following members were present: Mayor Jamie Daniels  
Commissioner Edward Etheridge  
Commissioner H.A. Creef, Jr.  
Commissioner Hannon Fry  
Commissioner Richie Burke  
Commissioner David Farrow

The following member(s) were absent: Commissioner Collins

Also present at the meeting were: Town Manager Kermit Skinner  
Assistant Town Manager/Planner- Shannon Twiddy  
Town Clerk-Becky Breiholz  
Department Heads: Erin Trebisacci; Steve Jozik;  
James McCleave; Nathan Pharr; Johnny Boniface;  
Carl Jordan

Mayor Daniels called the recessed meeting to order at 4:05 p.m.

**MOTION:** Commissioner Farrow seconded by Commissioner Burke to reinstate Commissioner Fry and Creef to the meeting was approved by the following vote: Ayes: Commissioners Etheridge, Collins and Farrow. Noes: None. Absent:

**MOTION:** Commissioner Burke seconded by Commissioner Fry to excuse Commissioner Collins from the meeting was approved by the following vote: Ayes: Commissioners Etheridge, Farrow, Fry, Burke, and Creef Noes: None. Absent: Collins

Mayor Daniels and Town Manager Kermit Skinner presented Town Employee Evelyn Rollason with a 20 year plaque for her dedicated service with the Town.

### OLD BUSINESS

**SUBJECT:** Department Head Reports-these were given to the Board at their regular meeting for review and will be on file for one year. Each department head went over their reports; Carl Jordan gave his report and informed the Board that there will be a charter boat staying this year at the dock. Mr. Skinner commented that we have received the assistance of the Roanoke Island Fire Department to help replace light bulbs at the weather tower and replace the flags. Mr. Jozik, IT, informed the Board that a call box will be installed in front of the police department to allow citizens to reach the police if the office door is locked and will ring directly to the officer on duty. Mr. Pharr, Water and Sewer, gave the board information on the flooding downtown last weekend. Mayor Daniels commented that we will be meeting next Wednesday at 4pm to go over the Water and Sewer Treatment Plant evaluation. Mr. McCleave, Public Works, informed the

Board the inside of the cookhouse is completed and they are getting ready for spring. Mr. Boniface gave the Board an update on the demolition of Buck's Seafood and it is on schedule and the we received a quote for brick pavers at the cemetery. Mrs. Trebisacci gave the Board a review of the Planning Board meeting last night; they reviewed the Roanoke Island Senior Center which will be on this Board's next month meeting. Mrs. Twiddy commented that we are working on the budget and asking the Department Heads to have their information to her by March 30<sup>th</sup>.

**SUBJECT:** Presentation from Dare County Government Access Channel 20, Budget consideration; Amendment to FY 2007-08 Budget and restructuring of GAC Committee. Steve Jozik gave the Board a brief update on what the Government Access channel is and Bobby Outten with the County gave a presentation. Mr. Outten gave the Board a background of the history of the franchise fee that legislature did away with and to replace that money they created a pool of money that all local governments could apply for and obtain. You can apply for that based on the number of channels you have, we have two the government access channel and the education channel. All local governments in Dare County did that and as a result our share of the money came out to be this fiscal year around \$150,000 collectively. What the Channel 20 committee wants to do is to pool the money to enhance channel 20; in order to do that each local government has to agree to allow that to be done and he is here today to get consensus if that is the direction they would like to go and if it is then bring back to the Board a Memorandum of Understanding in the future. These funds cannot to be used to supplant funds they already budget for channel 20 and he thinks everyone gives a \$1,000 a year for the budget; the funds cannot be used for anything except channel 20 enhancements and cannot be put back in each local government general fund. We have also been told that legislature has said this will be a recurring fund and it is divided among all the local governments who apply for it. We cannot guarantee that the legislature will continue to fund this. Because we have an education channel we are allowed to apply for two shares one from each channel; and for that reason the Channel 20 committee would like to have a member from the Board of Education on the committee. Mr. Outten is asking if our Board is okay for the committee to move in that direction to pool those funds and to allow the BOE a seat on the committee. If the Town does not want to pool the money then they would have to program their own content. Consensus of the Board is to pool the money and allow the BOE a seat on the committee and Mr. Outten commented he will have a Memorandum of Understanding developed for consideration at a later date.

**SUBJECT:** Report Creative Seminar- Mrs. Trebisacci commented that her and Mr. Skinner attended Communities Crafting a Culture for the Arts seminar in Rocky Mount. The purpose of this was to demonstrate the importance of the arts in the economy and how the support of the community was a big help to the artists. Mrs. Trebisacci gave examples of where a train station was converted to an arts facility and a tobacco barn was created for a children's museum.

#### **PROJECT REPORTS:**

**SUBJECT:** Public Relations/Special Events-Martha Wickre gave the Board an update of the happenings in Town; she gave a brief update of the visit of the people from Bideford, England who plan to stay about a week in April but she does not have all the details firmed up yet. She informed the Board that this is Sunshine week; she updated them on the Skateboard contest we

are sponsoring with the county on April 6<sup>th</sup>. She informed the Board on May 17<sup>th</sup>, there will be a blessing of the fleet by the Coast Guard at the Marshes Lighthouse. She is working on the budget for the special events and would like the Boards input on the Christmas celebration.

**SUBJECT:** Crosswalk Markings-Bulb Outs- no change

**SUBJECT:** Manteo Water Garden Park- on schedule.

**SUBJECT:** Report Grants:

(a) CAMA Grant for waterfront pump out station- Mrs. Trebisacci commented that we have a signed contract for the pump out station and it will be under way soon.

**SUBJECT:** Haven Creek Lane Paving project-contract has been executed and Mr. Skinner met with Mr. Delucia with preliminary drawings and thought he would have drawings to go to bid by Friday. The right of way isn't big enough to put a cul-de-sac in and it will be adjusted to compensate for the cul-de-sac by using property that the Town recently purchased. Commissioner Farrow commented he thought the intent for that property was for an extension of the tot lot. Mr. Skinner commented that the use of the property will be up to this Board and that we will only be using about 10 feet to complete the radius to allow for garbage and fire trucks to turn around.

**SUBJECT:** CVS Light/Russell Twiford Road- Mr. Skinner reported that Dominion Power has made available a light fixture that meets our current lighting ordinance and the light has been ordered and hopefully it will be installed in six weeks.

#### Commissioners/Staff Concerns/Comments

Commissioner Etheridge commented that he thought last week's agenda was misleading regarding the discussion of the water and sewer fee schedule increase and he did not get a chance to discuss it and that all the Board members should have been here. He does not approve of this increase and he wanted everyone to know that he did not want to vote for an increase. Mayor Daniels apologized to Commissioner Etheridge if he felt he was mislead and stated it had been previously discussed. Commissioner Farrow commented that the people coming in now are getting it cheaper and the taxpayers of Manteo are funding the extra cost. Mrs. Twiddy commented that the auditor informed the Commissioners for three years that these fees needed to be increased. How we establish sewer rates was discussed and Mrs. Twiddy commented that we use the DENR standards for computing sewer rates except for restaurants which the Board uses a different rate. Commissioner Etheridge commented that the price will discourage people from coming into the Town and build a house. Mayor Daniels commented that our price is comparable to the other Towns. Commissioner Creef commented that the auditor has encouraged this rate go up so that the taxpayers are not subsidizing new hook ups. Commissioner Etheridge commented then someone should have told us and Mrs. Twiddy commented that for the last three years she has informed the Board during budget preparations that these fees needed to be increased.

Commissioner Fry commented about the performance of the water and sewer plant and he had a tour of the plant and read the article in the paper but he would like to get together with Mr. Green our Engineer for his opinion and would like him here for our meeting next week on March 19<sup>th</sup>. Mrs. Twiddy will contact him and ask and let the Mayor know in the morning. Commissioner Burke commented he would like us to get a third party person who has a license and actually does the plant work to do a walk through. He commented he knew a couple of people who can do this and he would get some phone numbers. Mayor Daniels commented about getting a consultant and this will be discussed next week.

**MOTION:** Commissioner Creef seconded by Commissioner Fry to enter into closed session NCGS 143.318.11 (a) 2 prevent disclosure of honorary award was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Fry, Burke, and Creef Noes: None. Absent: Collins

The Board discussed the Dare Day Award and could not reach a consensus so this was tabled to next week's meeting.

**MOTION:** Commissioner Fry seconded by Commissioner Burke to exit the closed session was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Fry, Burke, and Creef Noes: None. Absent: Collins

**MOTION:** Commissioner Creef seconded by Commissioner Fry to recess to Wednesday, March 19<sup>th</sup> at 4pm at 5:35 pm was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Fry, Burke, and Creef Noes: None. Absent: Collins

Adopted this 12<sup>th</sup> day of March 2008

ATTEST:

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Mayor Jamie Daniels

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Town Clerk Becky Breiholz