

MINUTES

The Town of Manteo Board of Commissioners held their June 4th, 2008 Recessed Session June 11th, 2008 at 3:00 pm at the Bowsertown Lift Station ribbon cutting and then reconvened at the Manteo Town Hall meeting room at 4:00 pm

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

The following member(s) were absent: Commissioner Edward Etheridge

Also present at the meeting were: Town Manager Kermit Skinner
Assistant Town Manager/Planner- Shannon Twiddy
Town Clerk-Becky Breiholz; Department Heads

Mayor Daniels called the recessed meeting to order at 4:05 pm

Employee recognition- 20 years Town Manager Kermit Skinner, Mayor Daniels recognized Town Manager, Mr. Skinner for his twenty years of service with the Town. Mr. Skinner thanked the Board and the Town for the opportunity to work here.

SUBJECT: Department Head Reports-these were given to the Board at their regular meeting for review and will be on file for one year. Mayor Daniels asked each department head to go over their report. Mr. Jozik, IT Department gave his report; Mrs. Trebisacci reported on the Planning and Zoning Board meeting last night, Fernando Street has been paved; we did not receive funds for the grant for the water garden park; Mr. Jordan went over his report, the pump out station will be installed soon. Mr. McCleave went over his report, Dare Days was a success. Mrs. Twiddy informed the Board that she is working on a policy update for the Finance Department. Mr. Pharr went over his report and they are continuing to work on the maintenance of the plant and there has been 2 NOV's since January 2008. Chief Haskett went over his report and informed the Board that a jazz festival will be held at Pirates Cove on the 26th.

SUBJECT: PUBLIC HEARING-to receive comments on FY Budget 08-09

MOTION: Commissioner Creef seconded by Commissioner Collins to enter into a public hearing was approved by the following vote: Ayes: Commissioners Farrow, Fry, Burke, Collins and Creef Noes: None. Absent: Etheridge

Public Comments-none.

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

Adoption of budget for FY 2008-09; Mrs. Twiddy commented that the Board has had several workshop meetings during the month and that this is a bare bones budget.

MOTION: Commissioner Fry seconded by Commissioner Burke to adopt the budget as presented was approved by the following vote: Ayes: Commissioners Farrow, Fry, Burke, Collins and Creef Noes: None. Absent: Etheridge.

SUBJECT: Text Amendment to add Article IV Grease Trap Ordinance-This has been requested by NCDENR during their inspection of the water plant. Mrs. Trebisacci commented she worked with Nathan Pharr with the Water and Sewer Department and the State requires that we have a grease trap ordinance. To bring our water and sewer plant into compliance we do need to adopt an ordinance. Mrs. Trebisacci commented that this is a codified ordinance and if the Board adopts it today they can make amendments to it at any time. Mr. Pharr explained this is a program to allow them to inspect grease traps, restaurants equipment to make sure their grease is not getting into our sewer lines and collection systems and be proactive and make recommendations to those who have grease traps.

MOTION: Commissioner Creef seconded by Commissioner Fry to adopt the text amendment for a Grease Trap Ordinance as presented was approved by the following vote: Ayes: Commissioners Farrow, Fry, Burke, Collins and Creef Noes: None. Absent: Etheridge

SUBJECT: Public Relations/Special Events report by Martha Wickre. Mrs. Wickre went over the month of May, we had the blessing of the fleet at the waterfront; the March of Dimes Walk, we had a ribbon cutting this afternoon for the new Bowsertown Lift station; her and the special events committee are working on the events for the 4th of July. The entertainment will start around 1pm and it is also First Friday. We will have a few more food vendors. Mrs. Wickre is also working on the newsletter. Fireworks were discussed and Mrs. Twiddy informed the Board that our fireworks supplier informed us that there will be shortage next year, due to the Olympics and the high cost of fuel the cost of fireworks will be going up.

SUBJECT: To do List:

Land Use Plan Grant-grant has been fulfilled and we are waiting on the check to close out the account.

CVS Light at Russell Twiford Road has been installed but the bulb was not shipped with the light so we are waiting on the bulb.

Haven Creek Lane paving project-contract signed with engineer and can begin anytime. There is a property owner who over the last twenty years has used the right of way and accumulated junk cars and property on that right away and the assumption is they have the use of that property and staff has been working on resolving that issue.

Manteo Water Garden Park-waiting funding

Shallowbag Bay Water Quality Committee will meet June 25th at 4pm.

Commissioner Creef-had concerns regarding the letter to Mr. Stroh with Festival Park, that was handed out to the Board regarding the usage, programming of the boathouse and the sailing program at the waterfront. Mayor Daniels commented that he spoke with Mr. Stroh and has met with him about the sailing program and it has been altered and they did not have a certified instructor but Mr. Stroh informed the Mayor that there would be an instructor coming Monday. Sterling Webster with Roanoke Island Commission was also at the meeting. A copy of the letter will be made a part of these minutes addressing the Town's concerns about the Maritime Museum which is the property of the Town. We had been in a tri party agreement with Roanoke Island Commission and NC Maritime History Museum for years. The NC Maritime Museum had asked to be released from the tri party agreement and now that the Maritime Museum is out of the tri party agreement Scott Stroh with Roanoke Island Festival Park has taken over the management of it and wanted the Town to enter in an agreement with them which was given to our Town Attorney for review. Our Attorney did not want us to sign the agreement because it was very one-sided and the Town never received the information that the Town Manager requested from Mr. Stroh. A discussion took place on why the Maritime Museum left the agreement and Town Manager Kermit Skinner commented he was not real sure, but thought it might have been a shift in priorities. It was suggested we have a meeting next Wednesday to discuss this further and have Mr. Stroh or a representative be here; the Board would like to also know if the Maritime Museum in Beaufort might be interested in operating the boat house.

Commissioner Farrow would like to have the Board change the workshop meeting to the third Wednesday of the month instead of the second Wednesday of every month.

MOTION: Commissioner Farrow seconded by Commissioner Creef to change the workshop meeting to the third Wednesday of the month was approved by the following vote: Ayes: Commissioners Farrow, Fry, Burke, Creef, and Collins. Noes: None. Absent: Etheridge

MOTION: Commissioner Fry seconded by Commissioner Creef to allow Town Clerk Becky Breiholz to change the Town Charter reflecting the change in the meeting schedule was approved by the following vote: Ayes: Commissioners Farrow, Fry, Burke, Creef, and Collins. Noes: None. Absent: Etheridge

Commissioner Fry- would like the Uppowoc extended to line up with the road on Bowsertown, Planner Trebisacci is to check on that.

Commissioner Collins congratulated Commissioner Etheridge on his receipt of the Dare Day Award.

MOTION: Commissioner Creef seconded by Commissioner Fry to recess until Wednesday, June 18 at 4pm was approved by the following vote: Ayes: Commissioners Farrow, Fry, Burke, Creef, and Collins. Noes: None. Absent: Etheridge

This the 11th day of June 2008

ATTEST:

Mayor Jamie Daniels

Town Clerk Becky Breiholz