

## MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room, May 3, 2006 at 7:30 p.m.

The following members were present:

- Mayor-John Wilson, IV
- Commissioner Lee Tugwell
- Commissioner David Farrow
- Commissioner Edward Etheridge
- Commissioner H.A. Creef, Jr.
- Commissioner Hannon Fry
- Commissioner Darrell Collins

The following member(s) were absent:

Also present at the meeting were:

- Town Manager-Kermit Skinner
- Finance Officer- Shannon Twiddy
- Town Clerk-Becky Breiholz
- Planner Erin Burke
- Planning Board Chair Bill Parker

Mayor Wilson called the Regular meeting to order at 7:30 p.m. followed by the Pledge of Allegiance (It is noted for the record that Town Attorney Daniel Khoury was absent.)

**SUBJECT:** Adoption of agenda as presented or amended- Town Manager Kermit Skinner would like to add to the agenda a Resolution 2006-04 declaring surplus property of a used garbage truck.

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

**SUBJECT:** Consent Agenda

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

**MOTION:** Commissioner Farrow seconded by Commissioner Etheridge to approve the minutes of April 5, 2006 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell Absent: None

**MOTION:** Commissioner Farrow seconded by Commissioner Etheridge to approve the minutes of April 12, 2006 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell Absent: None

**MOTION:** Commissioner Farrow seconded by Commissioner Etheridge to approve dues and subscriptions \$384.00 American Planning Association was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Farrow seconded by Commissioner Etheridge to approve dues and subscription \$50.00 for Roanoke Island Business Association was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell Absent: None

**MOTION:** Commissioner Farrow seconded by Commissioner Etheridge to approve dues and subscriptions \$25.00 NC Government Finance Officers was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Farrow seconded by Commissioner Etheridge to approve budget amendment #7 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell Absent: None

**PUBLIC COMMENTS** –Manager Kermit Skinner asked anyone wishing to speak to the Board to please come forward at this time.

Amanda Montabon with the Special Events Committee let the Board know she was here to answer any questions the Board had about the Farmer’s Market.

(TOWN MANAGER AGENDA)

**SUBJECT:** Consideration of setting a public hearing for June 7, 2006 for the Solid Waste Management plan and resolution.

**MOTION:** Commissioner Tugwell seconded by Commissioner Creef to set the public hearing for June 7, 2006 on proposed Solid Waste Management Plan was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Fry, Collins and Creef. Noes: None. Absent: None.

**SUBJECT:** Consideration of documents prepared by Special Events Committee that require approval to establish a Farmer’s Market. This is in response to the Special Events Committee request to establish a farmers market every Saturday from 8 am to noon at the George Washington Creef Memorial Park June through September, and questions raised about liability insurance at last month’s meeting. Mayor Wilson asked the Board to consider making a motion to establish a line item in the special events for a farmers’ market; to set the maximum number of vendors at 20 unless changed by the Special Events Committee; and to approve the application in the packet adding the word “purchased” so it reads “was produced, purchased or made by me.”

**MOTION:** Commissioner Creef seconded by Commissioner Collins to establish a line item in the special events for a farmers’ market; to set the maximum number of vendors at 20 unless changed by the Special Events Committee; and to approve the application in the packet adding the word “purchased” so it reads “was produced, purchased or made by me.” was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Commissioner Tugwell and Fry. Absent: None.

Mayor Wilson also asked that the Board make a motion to amend the codified ordinance to include a section on Town Sponsored Events to: a) exempt the sale of goods at Town sponsored events such as, but not limited to Dare Day, July 4<sup>th</sup>, New World Arts Festival, Farmers' Market and First Fridays from provisions for Itinerant Merchants and to b) exempt these Town Sponsored Events from provisions of the Zoning Ordinance and from provisions for Privilege and Business Licenses.

**MOTION:** Commissioner Etheridge seconded by Commissioner Farrow to amend the codified ordinance to include a section on Town Sponsored Events to: a) exempt the sale of goods at Town sponsored events such as, but not limited to Dare Day, July 4<sup>th</sup>, New World Arts Festival, Farmers' Market and First Fridays from provisions for Itinerant Merchants and to b) exempt these Town Sponsored Events from provisions of the Zoning Ordinance and from provisions for Privilege and Business Licenses was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: Commissioner Tugwell and Fry Absent: None.

Mayor Wilson also asked for a motion to authorize the Special events Committee or sub-committee thereof to act on behalf of the Board of Commissioners of the Town in establishing rules, regulations, applications, number of vendors and to make other management decisions not inconsistent with determinations made by the Board of Commissioners and duly recorded in the minute books of the Town of Manteo.

**MOTION:** Commissioner Creef seconded by Commissioner Collins to authorize the Special events Committee or sub-committee thereof to act on behalf of the Board of Commissioners of the Town in establishing rules, regulations, applications, number of vendors and to make other management decisions not inconsistent with determinations made by the Board of Commissioners and duly recorded in the minute books of the Town of Manteo. was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: Commissioner Tugwell and Fry. Absent: None.

**SUBJECT:** Town Manager Mr. Skinner commented that the Board has received the draft budget for 2006-07 and asked the Board if they had any questions tonight they were prepared to answer them and he would also like the Board to set aside some time for a workshop to discuss the budget. Commissioner Creef would like a special meeting on just the budget and the Board will set time aside for this at their workshop meeting.

(OLD BUSINESS)

Mayor Wilson informed the Board on the following old business items:

**SUBJECT:** Report Cemetery Project- Mayor Wilson informed the Board that Chairman Betty Blanchard and staff are working on getting a map of the whole cemetery with a list of those who are buried in what plots and working on some designs for entrances to the cemetery and met with the folks on columbarium's for ashes and the possibility of building one at the back wall of the new part of the cemetery.

**SUBJECT:** Report Lucy's Corner/4 Corners and report on Cook House Pea Island – Mr. Boniface has found some copies of some plans for the Pea Island Station and is meeting with the contractor to get prices for the beginning the foundations.

**SUBJECT:** Report Regional transportation Plan- Will be given to the Board next Wednesday at the workshop for them to review next month. The Way finding resolutions were sent to the Senator's

office and the Secretary of NCDOT and we are awaiting word whether we will get the \$45,000 that we have requested and if we do the new signs should be up by the end of July or first of August.

**SUBJECT:** Report Engineer- Mr. Skinner did not have anything and Ms. Twiddy commented that we have the specs for alteration to the meter before Dare County Line acquisition is complete and that we have two alternatives and they are being priced. Mayor Wilson asked if we have the book of specs for water and sewer extension standards and Ms. Twiddy commented that we had a draft. Mayor Wilson asked the Town Manager to have the engineer have the book of standard specs at next weeks workshop meeting and to remind Nathan the Board would like conversation about the capacity of the plant. Mr. Skinner commented that Ms. Burke and Ms. Twiddy have been working with Greg Ball at the County to assemble an inventory of the older pre-annexation Manteo so the Board can get the design flow figure.

**SUBJECT:** Report Wireless internet –Vepco is reconsidering there stand on allowing Charter’s to place their equipment on their poles and an update will be given at the workshop

**SUBJECT:** Report on grants: Clean Water Trust Fund Stormwater Grant- Boat Ramp Enhancement grant- Planner Ms. Burke commented that Spears Diving inspected the pilings and they are going to sleeve the pilings to repair them and the actual repair to the boat ramp will have to wait until this fall. Commissioner Farrow commented that another thing that was to be done on the boat ramp was on the south dock by the bridge we were supposed to place steps there so you could get up on the ramp and would like to see that happen while they are doing the work.

**SUBJECT:** Resolution 2006-04 authorizing the Town Manager to sell the 1988 Ford garbage truck. Mr. Skinner commented that Public Works Director Mr. McCleave thinks the cost to bring it back into service would be greater than the value of the vehicle.

**MOTION:** Commissioner Farrow seconded by Commissioner Tugwell to authorize the Town Manager to sell the 1988 garbage truck was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Fry, Collins and Creef. Noes: none. Absent: None.

Mayor Wilson commented on the request made by the Interfaith Community Outreach program asking the Town to waive the reconnection fees which Dare County and Kill Devil Hills do and Ms. Twiddy researched that and in her memo we already do the same thing Dare County does which is bills to be paid by Social Services for emergency relief shall not be subject to disconnection policies. It can be explained to them that if they work through Social Services they can get the same thing that they get from the other two.

## **COMMISSIONER’S AGENDA**

Commissioner Tugwell-commented that there was another accident on Agona Street and as much as he dislikes 4 way stop signs he would like to make a motion that Agona and Uppowoc have 4 way stop signs.

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to place 4 way stop signs at Agona and Uppowoc was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Fry, Collins and Creef. Noes: None. Absent: None.

Commissioner Tugwell would like to make an observation about the underground utility project and it appears to him that we are spending \$300,000 to remove 6 or 7 poles and questions the expenditures of funds and the reason behind it and that project could be a poster child for public projects gone bad and he is not pointing fingers at anyone but it is getting ridiculous. Mayor Wilson reported that the Manager finally made contact with the owner of the house that has been holding up the progress and permission has been granted and the house can be hooked up, poles removed and sidewalks can begin.

Commissioner Etheridge-also was dissatisfied with the underground project and the area being torn up and it is taking too long to get it back in order. Mayor Wilson would like Hatchell concrete to be contacted and see if he can be available on the day sidewalks can begin.

Commissioner Farrow-compliment Manager for how nice the cemetery looks; Commissioner Farrow commented that he received a call about White Cap laundry and all the laundry sitting in the front of the building for quite a while and would like it moved around to the back or put inside; and he also had a call on the American flag flying at the Town Hall and that it is against the law and against flag etiquette to fly the flag tattered and it should be taken down and replaced. He asked the status of the bell for the lighthouse- Mr. Skinner commented that Mr. Boniface scaled the bell off the drawings we had and they have been sent to the Foundry awaiting a price, and Mayor Wilson suggested he contact the Coast Guard again to see if we can't get a bell from them and to also contact our two US Senators to see if they can help. Commissioner Farrow also commented that people are having trouble with the plastic lids on their dumpsters and he would like the town to order some metal lids. Mr. Skinner commented they are available and he has received a price quote and he will make sure we have a stock of those. Mr. Skinner also commented that he spoke with Bob Oakes with White Cap Laundry and asked him if they could move the stuff to the back and also their facility that burned down in Columbia has been rebuilt and should reopen today.

Commissioner Collins-complemented Ms. Burke and her staff and Public Works for the good job they did on cleaning up Haven Creek Lane.

Commissioner Fry still has concerns about the Farmers Market and the selling of seafood and he thinks it will fall under the Department of Agriculture and not Department of Health and if it is Agriculture the Market rules need to be changed; Ms. Montabon commented that she talked to both agencies and they made it clear that the seafood was under Department of Health.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Creef seconded by Commissioner Tugwell the meeting was recessed 8:10 pm until Wednesday, May 10, at 4:00 p.m. and approved by the following vote: Ayes: Commissioner Fry, Collins, Tugwell, Farrow, Etheridge, and Creef. Noes: None. Absent: None.

This the 3<sup>rd</sup> day of May, 2006

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Mayor John Wilson

ATTEST:

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Town Clerk Becky Breiholz