

MINUTES

The Town of Manteo Board of Commissioners held their Workshop Session at the Manteo Town Hall meeting room April 17, 2002

The following members were present:

- Mayor Lee Tugwell
- Commissioner Curtis Creech
- Commissioner Dellerva Collins
- Commissioner Edward Etheridge
- Commissioner David Farrow
- Commissioner H.A. Creef, Jr.
- Commissioner Stuart Wescott

The following member(s) were absent:

Also present at the meeting were:

- Town Manager-Kermit Skinner, Jr.
- Assistant Town Manager/Planner- Shannon Twiddy
- Town Clerk-Becky Breiholz

Mayor Tugwell called the workshop meeting to order at 7:06 p.m.

MOTION: Commissioner Creech seconded by Commissioner Collins to approve the agenda as presented concerning action items and approved by the following vote: Ayes: Commissioner Creech, Collins, Farrow, Etheridge, Wescott and Creef. Noes: None. Absent: None.

SUBJECT: Discussion and consideration of separating the Roanoke Marshes Lighthouse Committee from the Town and Resolution of Support This was discussed at the Boards April 3rd meeting and placed on the workshop agenda as an action item. Discussion took place on the placing of a sign by the Friends of Roanoke Marshes Lighthouse on the Lighthouse too and Mayor Tugwell commented that there had to be signs stating that it was funded partially by the Tourist Bureau, the platform was partially funded by CAMA and that sign is already there

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve the resolution and establishing the Friends of Roanoke Marshes Lighthouse and dissolve the Roanoke Marshes Light Committee as it is presently was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Creech, Wescott, and Creef. Noes: None. Absent: None

SUBJECT: Discussion and consideration of giving permission for the extension of Tee Heads at the Manteo Waterfront by the Lessee. In a letter from Interim Town Attorney Jeff Malarney he stated that after reviewing the License and Operation Agreement and the First Amendment dated October 4, 1995 it appears that Mr. Ray Hollowell may improve the waterfront facilities at his own cost and expense and there is no language that would preclude him from extending the piers

rights. Mr. Malarney is recommending that the Town confirm consent to improve the facilities in writing to Mr. Hollowell since Mr. Hollowell is the licensee and should acknowledge his request to improve the waterfront properties at no sole cost and expense and hold the Town of Manteo harmless from any potential liabilities associated with any current violation of the State of North Carolina or the United States laws concerning environmental matters or otherwise and that he acknowledge in a letter that any improvements will revert back to the Town at the end of the lease period. Commissioner Creef commented that he thinks this will crowd up the waterfront. A Lengthy discussion took place on commercial uses at the waterfront dock and the possibility of a boat bed and breakfast being placed at the waterfront dock and the fact that there are no ordinances regulating the usage. The Board had discussed in previous meetings an ordinance to regulate the commercial uses at the waterfront but nothing has ever been adopted. The Planning Board had recommended six months ago an ordinance to limit commercial usage but it was never voted on. Commissioner Farrow stated he was not in favor of allowing them the tee heads and would like to see some ordinances in place before we approve this and then only if there will be no commercial uses on the waterfront dock. Commissioner Wescott read from the Lease agreement items #26 stating any improvements, additions, etc will be reverted to the town when the lease expires and #11 the town will support the lessee in any improvements/operations they may make or the obtaining of any permits provided that the lessee pay for it.

MOTION: Commissioner Wescott seconded by Commissioner Creech to give permission in writing from our Town Attorney to allow Mr. Hollowell to apply for the permits to improve the waterfront docks for the extension of tee heads as presented was approved by the following vote: Ayes: Commissioners Creech, Wescott, Collins, Etheridge, and Farrow.(Commissioners, Collins, Farrow and Etheridge did not speak a verbal vote, and according to the adopted Suggested Rules and Procedure a non verbal vote is in the affirmative.) Noes: Commissioner Creef. Absent: None. (A discussion on the call for the vote took place and Commissioner Farrow stated everyone knew he was against this, Commissioner Collins commented she did not vote, and Commissioner Etheridge stated he vote no, even though it cannot be heard on the recording.) Time of Motion: 7:52 pm

Commissioner Farrow stated he was leaving and the Mayor informed him that he needed to be excused with a motion and Commissioner Farrow stated he understood that and left the meeting at 7:55 pm without being excused.

SUBJECT: Discussion and consideration of pursuing additional revenue sources Shannon Twiddy Finance Officer presented the Board with some additional revenue sources that the Town may use to raise additional revenues without raising property taxes. One is the consideration for a local act to levy a local hotel, motel, and other occupancy tax and the enabling legislation does not limit the percent of the tax that can be levied. The second source could be asking for a local act to levy a one percent sales tax on prepared food and beverages and is limited to one percent. Ms. Twiddy commented that this is not a recommendation to the Board just information on additional revenue sources and if the Board wanted to pursue any of these options they would have to draft a request for a local bill, find a sponsor to take it to the General Assembly. Discussion took place on the budget shortfall from the State and the keeping of funds that belong to the municipalities. Hotel/Motel tax was discussed and Commissioner Creef commented that the hotel/motels are being taxed to death and would like to see the eating

establishment equal to what the motel establishments' pay. The Board discussed the taxing of visitors rather than the citizens. Commissioner Creech stated that at the budget workshop he thought this Board agreed to add to the size of the Town and increase revenues by annexation and "isn't this a good way" to earn revenues. He also commented that during the budget process the Board should consider annexation and alternative sources for revenue. Mayor Tugwell would like to know if the Town can share in the revenue of the beer and wine tax. Mayor asked if there were any special projects the board would like to see added to the budget and Commissioner Creech commented he would like to make sure money is set aside for water and sewer capital improvement plans to fix the sewer pipes and that we need to find a way to budget money to fix the towns water and sewer system over the next five years.

INFORMAL BOARD DISCUSSION

Commissioner Wescott-commented that the Lighthouse plans for Plymouth have been approved and suggested our architect get with their architect to possibly save money and time. He also commented that summer season is coming and would like some zoning in place for people riding bikes on the boardwalk, possibly having them walk the bikes while on boardwalk.

Commissioner Creef commented that skateboarders are also a problem and that they are were on the County Courthouse steps and behind the administrative building and had to be chased out and that they are using the benches to skate on.

Commissioner Collins-commented she would like to know the policies of the Police Advisory Board, she knows it was created by the Board but she thinks that they are over-stepping its bounds. She read the Police Advisory Board minutes and sees where Mrs. Ruth Lewis was complaining about lights and she thought this was not their authority but should have come to this Board and complain. She also commented that she does not recall Mrs. Lewis being appointed to that board. Discussion took place on who were members of that Board and Commissioner Collins commented that her name was never brought in to be placed on that Board. Commissioner Creech commented that he was informed that everyone at the meeting was on the Board. Commissioner Creech commented that he would submit everyone on that list to the Mayor to approve to be on the committee. Commissioner Creech stated his understanding of the Police Advisory Board is that it is a community input committee to discuss community/police matters to recommend to this board problems and possible solutions. Ms. Lewis came to him with a complaint about a bright light in her neighborhood and they were trying to find a solution to a problem. Commissioner Collins asked why private citizens are riding in a police car and does our insurance cover that and she was informed that they sign a waiver.

Mayor Tugwell commented that every committee chair bring a list of their members.

Commissioner Etheridge-commented that he heard that the cemetery board is going to cut down a bunch of trees at the cemetery.

Commissioner Collins also commented that she attended the NCLM mini conference held in Kill Devil Hills on the 9th of April, and she attended the workshop on the health plan and she picked up literature for everyone and encourages them to read it. She commented that insurance prices are going up and if the Board decides to switch insurance carriers and the Town decides to return to the NCLM insurance there is a two year waiting list.

MOTION: Commissioner Creech seconded by Commissioner Wescott to adjourn at 8:50 pm was approved by the following vote: Ayes: Commissioners Etheridge, Collins, Creech, Wescott, and Creef. Noes: None. Absent: Commissioner Farrow

Adopted this 17th day April 2002

ATTEST:

Mayor Lee Tugwell

Town Clerk Becky Breiholz