

## MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room June 7, 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: None

Also present at the meeting were: Town Manager-Kermit Skinner  
Finance Officer- Shannon Twiddy  
Town Clerk-Becky Breiholz  
Town Attorney-Daniel Khoury  
Planner Erin Burke

Mayor Wilson called the Regular meeting to order at 7:30 p.m. followed by the Pledge of Allegiance

**SUBJECT:** Adoption of agenda as presented or amended-

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

**SUBJECT:** Consent Agenda-

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow 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 Tugwell seconded by Commissioner Farrow to approve the minutes of May 3, 2006 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell Absent: None

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

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to approve the minutes of May 22, 2006 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to approve Resolution 2006-06 declaring Police Vehicle Surplus Property was approved by the following vote: Ayes:

Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to approve dues and subscription for NC City and County Management Association Civic Education Project \$100.00 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to Resolution 2006-07 Supporting Wellhead Protection Ordinance was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to approve budget amendment #8 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: Commissioner Tugwell. Absent: None

**MOTION:** Commissioner Tugwell seconded by Commissioner Farrow to approve budget transfers #3 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.

Gina Owens- Sir Walter Street thanked the Board for the good job done putting the utilities underground on Ananias Dare and asked if that was going to be an ongoing project around town. Also a pole on Sir Walter Raleigh by Ace Hardware is leaning and asked if something could be done about that pole. Mayor Wilson commented that the Manager would look into that and at this time there are no plans for underground utilities other than the downtown area.

Troy Sluder-307 Ananias Dare Street-a dentist whose business is on Ananias Dare and wanted to talk to the Board about the on-going construction since November of 2005 and it is still going on where the Town is doing the underground cables and removing the poles; he feels he is more affected than others and the construction has gone on in front of his office, the sidewalks have been torn up and his patients have been inconvenienced. The picket fence was torn up; streets torn apart; Patients are not able to park, and he has lost a fair amount of business and it is not convenient for the handicap patients. He has not been notified when the road is going to be closed and it has been a big inconvenience. The water lines have been cut and he has lost electrical power; his dental equipment uses water and power to cool them and he has a piece of equipment that has burned out due to the fact that water was cut. He is not happy about it. Mayor Wilson asked Dr. Sluder to present the bill for his damaged equipment to the Town Manager who will discuss this matter with our Town Attorney and he apologized for the Town.

Jamie Reibel-305 Sir Walter Raleigh Street-a decision was made 3 months ago by the school board to transfer Dr. Brooks from Manteo Elementary and a group of concerned parents went and asked why and were told she wanted to leave, so they group of parents asked her and she told them she did not want to leave which has raised some questions. He spoke with some School Board members and they told him that Sue Burgess told them that Dr. Brooks wanted to leave and they do not know why they aren't telling the truth. The parents have asked the School Board to reinstate her and he asked if this Board could pass a resolution asking that the school board to reinstate her.

Mayor Wilson thanked him for coming, the Town of Manteo is not responsible for the school system; but as a Town we share their concerns; and he does not think we can technically or legally do anything about it, other than use our voice to express to the Board of Education the fact that we have heard from so many parents and teachers of the Town of Manteo about their displeasure; but maybe the Board would consider sending a letter to the School Board asking her to be reinstated as the principal of the elementary.

The Board decided to discuss this issue-Commissioner Tugwell thinks it is appropriate to have a resolution thanking Dr. Brooks' for her outstanding service and contributions to the county and maybe mention that there has been a question raised about the reason she is leaving. Mayor Wilson commented if a resolution was done it would have to be written up and voted on at a later meeting but that a letter of appreciation could be done immediately with them asking for them to reconsider reinstating her as principle of the elementary school.

**MOTION:** Commissioner Tugwell seconded by Commissioner Creef to authorize the Mayor to send a letter commending Ms. Brooks work and ask the superintendent to reconsider reinstating her as principle of the elementary school and send copies of the letter to Board of Education and County Commissioners was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry and Creef. Noes: None. Absent: None

#### **PUBLIC HEARING**

**MOTION:** Commissioner Tugwell seconded by Commissioner Etheridge to enter into a public hearing for the Solid Waste Management Plan was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry and Creef. Noes: None. Absent: None

None

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

#### **(TOWN MANAGER AGENDA)**

**SUBJECT:** Consideration of Solid Waste Management Plan and Resolution 2006-05-The Board received information on this at last month's meeting. It is a requirement of the State that must be updated every three years with new data and information. This plan will be inserted into the Solid Waste plan for Dare County, along with all the other local municipalities.

**MOTION:** Commissioner Tugwell seconded by Commissioner Collins to approve Resolution 2006-05 and the Solid Waste Management Plan was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Fry, Collins and Creef. Noes: None. Absent: None.

**SUBJECT:** Commissioner's comments on the draft Roanoke Island Transportation Plan-Town Planner Ms. Burke had given the Board a narrative which is as follows:  
Under the direction of the Board of Commissioners a Transportation Committee began meeting in May of 2004. The Group met monthly and included representatives from the Town, County, Corridor Commission, Airport Authority, Aquarium, Lost Colony, Fort Raleigh, Festival Park and the Coastal

Studies Institute. After meeting for a few months representatives from DOT were invited to begin participating. With the knowledge that each person brought to the table the group began to look possible connections and other modes of transportation. The goal was to make the neighborhoods on the island more connected and to move summer traffic more efficiently to the attractions located on the island. The committee did not see the widening of Highway64 as an option, nor did they believe that it would solve the problems that they were tasked with addressing. After months huddled over a map of the island the committee believed that they had solved the problems that existed. A map with hand drawn connectors was presented to DOT. Representatives from that department encouraged the committee to hire an engineer to take the humble beginnings of a transportation plan, put them into a working document that would be acceptable all the local entities and could be presented to DOT for funding. In the summer of 2005 Kimley-Horn Engineering Firm came to give a presentation to the committee and to see exactly what the committee had to present. They have worked with the committee for the past few months and prepared the plan that is before the Board. The five stakeholders listed on the last page all made monetary contributions to support the Transportation Plan and their approval is necessary to complete this plan. Staff is available if the board has any questions concerning this plan.

**MOTION:** Commissioner Creef seconded by Commissioner Farrow to approve the portion of the plan that affects the Town of Manteo and are in the Town limits was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry and Creef. Noes: none. Absent: None.

(OLD BUSINESS)

**SUBJECT:** Report Cemetery Project- Committee is working diligently.

**SUBJECT:** Report Lucy's Corner/4 Corners and report on Cook House Pea Island – hoping to have foundation for the cook house in the month.

**SUBJECT:** Report Engineer-a map was prepared showing parcels in the Town and what has been allocated and what has not.

**SUBJECT:** Report Wireless internet- Mr. Skinner spoke with Mr. Brooks with the Power Company who is working with Charter and are hopeful something can be working out.

**SUBJECT:** Report on grants: Clean Water Trust Fund Stormwater Grant- Boat Ramp Enhancement grant- delayed until the fall

NEW BUSINESS

**SUBJECT:** The Board had discussed placing radio read meters on all future new water meters installation that come to the Town. Commissioner Tugwell commented that the motion should include to begin when the Town has the meters available.

**MOTION:** Commissioner Farrow seconded by Commissioner Tugwell to have a policy that future new meters installed in the Town of Manteo to be radio read meters **MOTION AMENDED:** to add as soon as the Town has radio read meters available was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry and Creef. Noes: None. Absent: None

**SUBJECT:** Setting Public Hearing for the Budget.

**MOTION:** Commissioner Tugwell seconded by Commissioner Collins to set the Budget Public Hearing for Wednesday, June 28<sup>th</sup> at 4:00 pm **MOTION AMENDED** to change the time to 7:00 pm and to change the workshop meeting to this day also was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry and Creef. Noes: None. Absent: None

#### COMMISSIONER AGENDA

Commissioner Farrow-commented on the consent agenda and Resolution 2006-06 declaring Police Vehicle surplus property and he would like to make a motion that we do not declare it surplus and it be taken to a mechanic shop (he recommended B&A in Wanchese) for an estimate on fixing it and for it to be used as a car for Town Hall staff. The Board decided to have Public Works Superintendent James McCleave to look over the car before we send the car to a mechanic.

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

**MOTION:** Commissioner Farrow seconded by Commissioner Creef to not declare the vehicle as surplus and have the vehicle inspected to see what it would cost to fix it was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry and Creef. Noes: None. Absent: None.

Commissioner Farrow asked that Luther Daniels be allowed to speak about the cemetery. Mr. Daniels talked with the Board about the maintenance of the cemetery which has been discussed at all the cemetery committee meetings and the use of Roundup and it would save time on trimming and the Town Manager was asked if this could be taken care of and it was commented that it could. Mr. Daniels asked James McCleave how he was doing with the Roundup and his indication was that because we use convict labor there was a reason why he could not use it; and the next thing said was maybe he could get to it next winter, "well we need it now." Mr. Daniels read from the cemetery ordinance the Powers and duties of the Cemetery Board-may request the Board of Commissioner that the Town employs a cemetery supervisor as might be needed and they do any and all things for the cemetery maintenance and upkeep. After this came up his question is "are we asking more of the Town Employees and their capabilities and if we are going to keep the cemetery pretty we need to get someone to accomplish this.

Commissioner Tugwell-commented about a street light that is out at his mother's house which happened last December and he reported. The light is still out and he wishes there was some type of follow up since the Town pays a monthly bill for street lights.

Commissioner Etheridge commented that the Town should have done more for Dr. Sluder during the construction project on his street. Mayor Wilson commented that it was in no way Hatchell's Concrete fault, everything that happened in between after the sidewalk was torn up, was the utility companies that were the hold up. Mayor Wilson commented that we will do the best we can.

Commissioner Fry-commented about the four way stop sign and that traffic has slowed down considerably and we might want to consider it on other streets. Commissioner Farrow would like a 4 way stop sign on Uppowoc and Sir Walter Raleigh.

Commissioner Collins thanked Commissioner Farrow for nominating his mother for the Dare Day award.

Mayor Wilson reported that computers were handed out to Manteo fifth graders on Saturday. The Board discussed possibly skipping the August meeting.

**MOTION:** Commissioner Etheridge seconded by Commissioner Collins to cancel the August meeting was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Tugwell, Collins, Fry 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 Tugwell seconded by Commissioner Fry the meeting was recessed 8:50 pm until Wednesday, June 28<sup>th</sup>, 2006 at 7:00 p.m. was approved by the following vote: Ayes: Commissioner Fry, Collins, Tugwell, Farrow, Etheridge, and Creef. Noes: None. Absent: None.

This the 7<sup>th</sup> day of June 2006

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Mayor John Wilson

ATTEST:

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Town Clerk Becky Breiholz