

MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room August 3, 2005 at 7:30 p.m.

The following members were present: Mayor John Wilson, IV
Commissioner Dellerva Collins
Commissioner David Farrow
Commissioner Edward Etheridge
Commissioner H.A. Creef, Jr.

The following member(s) were absent: Commissioner Lee Tugwell

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

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

SUBJECT: Adoption of Agenda as presented or amended.

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

SUBJECT: Adoption of the items on the Consent Agenda.

MOTION: Commissioner Collins seconded by Commissioner Creef to approve the Consent Agenda was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Absent: Commissioner Tugwell

SUBJECT: Approval of Minutes from recessed June 29, 2005

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

SUBJECT: Approval of Minutes from regular workshop July 6, 2005

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

SUBJECT: Approval of Minutes from recessed workshop July 13, 2005

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

SUBJECT: Approval Dues and Subscriptions N.C. Association of Municipal Clerk \$90.00

MOTION: Commissioner Collins seconded by Commissioner Creef to approve dues and subscription was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Absent: Commissioner Tugwell

SUBJECT: Approval of Dues and Subscriptions School of Government Foundation \$110.00

MOTION: Commissioner Collins seconded by Commissioner Creef to approve the dues and subscription was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Absent: Commissioner Tugwell

SUBJECT: Approval of Dues and Subscriptions N.C. City and County Managers Association \$110.25

MOTION: Commissioner Collins seconded by Commissioner Creef to approve the dues and subscription was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Absent: Commissioner Tugwell

PUBLIC COMMENTS - None

SUBJECT: Presentation from Interfaith Community Outreach-Commissioner Collins had asked that this be placed on the agenda. Ginger Candelora who is Director of The Interfaith Community Outreach which is a non profit ecumenical organization represented by local churches, businesses, civic organizations, governmental agencies and partner non profits organizations whose primary purpose is to provide emergency gap services to individuals that are experiencing crisis and need in their lives. Ms. Candelora gave the Board a power point presentation. She is asking the Board for funds and ways to help, such as waive building fees for special projects in the Town, water bill hookup fees plus volunteering or any other help that the Town can give.

(TOWN MANAGER AGENDA)

SUBJECT: Resolution 2005-13 Directing Clerk to Investigate Satellite annexation petition from Skyco Development. This had been previously approved as a contiguous project but while investigating it was realized that the property was not contiguous to the Town of Manteo and the process needed to be re-done with the proper forms.

MOTION: Commissioner Farrow seconded by Commissioner Collins to accept Resolution 2005-13 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Absent: Commissioner Tugwell

SUBJECT: Resolution 2005-14 Set Public Hearing for satellite annexation request from Skyco Development for September 7, 2005 at 7:30 pm.

MOTION: Commissioner Farrow seconded by Commissioner Collins to accept Resolution 2005-14 setting the Public Hearing for September 7, 2005 at 7:30 pm was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins and Creef. Noes: None. Absent: Commissioner Tugwell

Mayor Wilson called the Board's attention to the annexation petition where they are applying for a zoning designation of B3. The Planning Board's recommendation that the commercial out parcels at the front be B3 and the 32 lots be annexed as residential. Planner Ms. Burke commented that is correct with the zoning ordinance now in place the new zoning ordinance has not been adopted yet and the Planning Board does not see the need to designate a residential community as business. Mayor Wilson commented that we want those 32 lots to be in a residential zone not a commercial zone and asked the Town Attorney his opinion. Town Attorney Daniel Khoury commented that it should be clarified at the Public Hearing and on their application they are not declaring any vested rights. Commissioner Creef commented that he thinks the residential lots need to be declared R5

SUBJECT: Report Town Attorney-pending projects

(OLD BUSINESS)

SUBJECT: Cemetery Report- Mr. Skinner commented that he will meet Friday with Town Attorney Daniel Khoury about Cemetery Deeds to review the mechanism by which we do recordation and once this is done they will be able to sell lots. Leo Green has been asked to do the interior pins so they can do the interior markings. Leo Green also suggested that we file the overall plat with the registrar of deeds.

SUBJECT; Report Lucy's Corner/4 corners-waiting for the county and the Cook house from the Pea Island life saving station waiting for the state report.

SUBJECT: Report Roanoke Transportation Plan and Way Finding. Kimley-Horn will have a draft for the Transportation committee but will not be able to present it until August 17th and there is nothing to report on Way Finding so there is no need for a meeting this month.

SUBJECT: Report Green Engineering on various Town projects. Mr. Skinner commented that they have a meeting scheduled August 16th with the Mr. Green and potential bidders for the intersection work the Board wants to have re-hab done to the manholes and eliminate the potholes. Those intersections are Uppowoc and Agona; Devon and Wingina; and Devon and Cemetery Road. We have also signed a contract for the wetland delineation in conjunction with Mr. Green's work for the west side study. They have met several times with Mr. Green on water supply and sewer collection issues relative to the 3 pending projects. They met with Dare County Water Department staff and out of that meeting the Town will be able to meter the water at Skyco coming into Town and to meter it at Fernando leaving Town and will allow us to bypass all the

individual meters along that system and to forgo the bulk metering pits.

SUBJECT: Report Wireless internet- is not completely blanketing the town and Charter is still working on it. Mr. Skinner has asked for an update from Mr. Hedenburg with Charter. Finish up with IT interviews this week. Wireless on the waterfront has been disrupted due to the work at the Boardwalk which is nearly finished and they will be able to reactivate that antenna soon.

SUBJECT: Report Special Events-nothing to report

SUBJECT: Report Cartwright Park signage-been in touch with Michael Lay and he is still having difficulty finding 2 images suitable and has been in contact with the State and a college that is a repository for the AME Church in North Carolina. Mr. Lay also has a meeting scheduled with Mr. John Faulk to see if he can help.

SUBJECT: Report Manteo High School Laptop loan – Laptop inventory done and will be loaned to the one class at Manteo High School for one semester as discussed before.

SUBJECT: Report on grants: Clean Water Trust Fund Grant-ongoing; Tourist Bureau grant-Boat ramp enhancement - Ms. Burke, Planner and Ms. Twiddy, Finance meet with the contractor on the Boat ramp project today. Ms. Burke commented they met with Renaissance to go over the work to be done, the installation of a break water on the north side of the boat ramp and some fill on the south side and he will be giving us an estimate in a few days.

COMMISSIONERS' AGENDA

Commissioner Farrow-commented that Hatton Midgett asked him to come to his house and observe the water that comes into his yard that comes from the Farm Bureau during heavy rain. Commissioner Farrow commented that this has been an on going problem for several years and he was involved trying to find a resolution. The Farm Bureau has a paved side yard and it is elevated down toward the back yard and water runs to the back properties near the Farm Bureau. He would like a nice letter written asking them to resolve this problem. Town Planner Erin Burke was asked to write a letter asking them to consider having a bira-retention pond built or give the Town an easement and allow the Town to build it. Commissioner Etheridge commented he is on the Farm Bureau Board and it has been a concern of theirs and he will discuss this with the Board at their next meeting.

Commissioner Etheridge asked about the weather tower, Mr. Skinner commented the NCDOT yard has called and it is ready, waiting to hear from CAMA and after that is received all they need to do is have the holes dug and foundation placed. The Board would like the holes dug and tower placed at the waterfront now.

Commissioner Collins commented that the ditches need to be cleaned again.

Mayor Wilson gave the Board a report on several items: the tall reed growing by the Boat house is called a frag mite, a foreign plant and it is eating our marshes and is taking over eastern North Carolina and he met with the horticulturist who is addressing the problem

at Festival Park and it will require cutting it down in the fall and as it begins to come back in the spring spraying with a herbicide for several years. We will try to get prison labor to help cut it in the fall.

Emergency Management is willing to take over the programming of our radio station, the Town will still maintain the system and pay the operating costs but it will have NOAA weather broadcasted on a continuous basis and any other emergency announcements they deem fit.

The Board is invited Sept. 17 to Hatteras Island to celebrate a Day at the Docks at the Harbor to celebrate Hatteras Island water.

A letter had been written to Boom Boom Zambelli, who does the Town's fireworks, about the shortness of the 4th of July fireworks and they acknowledged it was fired off too quickly. It was suggested that Mr. Skinner talk to them about signing up for next year that we would like a better show next year and negotiate with some increase in the amount of money but not a whole lot. We have to make amends for this year's poor show.

We received a letter from NC Marine Fisheries Commission and they have approved a rule allowing under dock oyster culture which resulted from the Town starting a resolution about Oyster Gardening and was passed by other towns.

A motion by Commissioner Farrow seconded by Commissioner Creef the meeting was recessed at 8:30 pm until next Wednesday, August 10, 2005 at 4 p.m. for the workshop session to review the draft zoning ordinance was approved by the following vote: Ayes: Commissioner Collins, Farrow, Etheridge, and Creef. Noes: None. Absent: Commissioner Tugwell

This 3rd day of August 2005.

Mayor John Wilson

ATTEST:

Town Clerk Becky Breiholz