

MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room, March 2, 2005 at 7:30 p.m.

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

The following member(s) were absent:

Also present at the meeting were: Town Manager-Kermit Skinner
Finance Officer- Shannon Twiddy
Town Clerk-Becky Breiholz
Planning Chair-Bill Parker

Mayor Wilson called the meeting to order at 7:35 p.m. followed by the Pledge of Allegiance.

SUBJECT: Adoption of Agenda as presented or amended.

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

SUBJECT: Adoption of the items on the Consent Agenda

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

SUBJECT: Approval of Minutes from February 2, 2005

MOTION: Commissioner Tugwell seconded by Commissioner Collins to approve the minutes of February 2, 2005 as presented was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent:

SUBJECT: Approval of Minutes from recessed workshop February 9, 2005

MOTION: Commissioner Tugwell seconded by Commissioner Collins to approve the February 9, 2005 minutes as presented was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent:

SUBJECT: Approval of Minutes from recessed workshop February 10, 2005

MOTION: Commissioner Tugwell seconded by Commissioner Collins to approve the February 10, 2005 minutes as presented was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: Commissioner Belli

SUBJECT: Approval of Budget Amendment #10

MOTION: Commissioner Tugwell seconded by Commissioner Collins to approve Budget amendment #10 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli Tugwell, Collins and Creef. Noes: None. Absent:

PUBLIC COMMENTS –

Barbara Goulet-A Parent Volunteer with Wright Flight. This is for the middle school students which started out at First Flight Middle School for fifth graders and it has been extended to Manteo Middle School. She is asking for financial and political support. They are having several fund raising events one of which is in March at 1587 and they should have received their invitations and the other one is in May at Manteo Airport in support of Youth Aviation day. Wright Flight is motivational and uses aviation as an incentive and has three requirements; they take an oath to stay away from drugs and alcohol, a course in the history of aviation and a contract with parents that they will do well academically. Once they have completed the course satisfactorily they are presented with a certificate during a school presentation and a certificate to allow them to fly in a plane. Commissioner Belli commented that it is a terrific program and teaches the children a lot and encourages everyone to support. Debbie Gibbs is working with the principal at Manteo Middle School.

(TOWN MANAGER AGENDA)

SUBJECT: Resolution 2005-03 Direct Clerk to investigate annexation petition received from Manteo Equity, LLC. Commissioner Tugwell asked about the site plans and it was explained that the developer pulled the site plans to go back to the Planning Board since they had made some changes to the layout of the lots. It was noted that the Board will need the subdivision plans, stating intended use and location of water and sewer lines before this can go to public hearing and that it needs to be noted on the annexation petition that the property zoning designation is R5. The Board would like Mr. Luke our Water and Sewer Superintendent to review the plans and make sure it is compatible with our water and sewer lines. Mr. Meekins who is representing the developer commented that Performance Engineering is working on the location of water and sewer lines and the sewer lines have been depicted but not the water lines.

MOTION: Commissioner Tugwell seconded by Commissioner Collins to approve Resolution 2005-03 to investigate the annexation petition from Manteo Equity LLC as presented was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: None.

SUBJECT: Resolution 2005-04 Setting Public Hearing Date for annexation request for April 6, 2006. Commissioner Tugwell commented on the Utility contract page 2, items 4 through 6 and a lengthy discussion took place on the charge of \$16.00 for gallon per day being based on 3.5 bedrooms vs. the actual amount of bedrooms and the fact that the developer usually pays half of the fee at annexation and the remainder when the permit is pulled or do they want to allow it to be paid when the permit is actually pulled. The Board discussed keeping track of how it is paid and how it has been done in the past. Mayor Wilson commented; that if the Board wants, the ordinance needs to be changed to reflect this. The Town Manager was instructed to investigate how this has been handled in the past, consult with the Town Attorney and possibly have an amendment to the ordinance for the Board to review.

MOTION: Commissioner Tugwell seconded by Commissioner Belli to approve Resolution 2005-04 to set the Public Hearing for April 6, 2005 as presented was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Tugwell, Collins and Creef. Noes: None. Absent: None.

Commissioner Creef would like the Town ads also be placed in the Outer Banks Sentinel. The Board discussed whether to place ads in both papers for all Town notices and they agreed that they would like bids to be advertised in both papers.

MOTION: By Commissioner Creef seconded by Commissioner Etheridge that the Town advertise in The Coastland Times and Outer Banks Sentinel when advertising for bids was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Belli, Collins and Creef. Noes: Commissioner Tugwell. Absent:

SUBJECT: Town Manager report with Department Head reports will be on file for one year. The weather tower is waiting on a final report from the engineer and CAMA permit to relocate the tower and the Town Attorney is working on a formal agreement with the owner of the tower. Commissioner Tugwell commented that he was missing the water and sewer report and Town Manager would see that the Board gets that report.

SUBJECT: Report Town Attorney-pending projects-

(OLD BUSINESS)

SUBJECT: Report Cemetery Project Town Manager received prices on sodding and covering the area with top soil which was \$9,700 and has asked Renaissance for a price on the niche wall. Those prices should be given to Commissioner Farrow and the cemetery committee for them to come back with a recommendation for the Board.

SUBJECT: Report Weather Tower-Mayor Wilson wants a date from the engineer by next Wednesday about the completion of the tower and if we receive none to find another engineer.

SUBJECT: Report Sidewalks – All the sidewalk work requested will be finished within the next two weeks. Mayor Wilson was told that the cracks on Simon Street would

also be fixed.

SUBJECT: Report Arborist- prepared to start work as soon as we finish the work downtown.

SUBJECT: Report Regional Transportation Plan and Way Finding. The Way finding resolutions will be sent out this week to the various State Departments and next Wednesday at 10 am there will be a meeting with the NCDOT and an engineering firm who will give a presentation on doing a long term transportation plan at the north end.

SUBJECT: Report Facility Fee Study- still waiting on report.

SUBJECT: Report Wireless internet- have been reassured it will be up and running and the computers will be here at the end of the month.

SUBJECT: Report Special Events there will be a meeting March 14th.

SUBJECT: Report Bowsertown Lift Station- relining waste water pipes-which also ties into Inflow and Infiltration grant report. Staff, Mayor and Commissioner Tugwell met with Leo Green and at this time there is no reason to replace Bowsertown Lift station until we find out the impact of the Salty Dawg development. The engineer was asked to provide information about the impacts of future developments and if the plant can be expanded to 1 million gallons; specifications for water and sewer and lines throughout the Town. Mr. Green had faxed a report to Ms. Twiddy that evening with figures and the Board asked that Mr. Green refine his numbers and define the scope of each project and have Ms. Twiddy investigate the budget and prepare budget amendments for action at next Wednesday's Board meeting. Ms. Twiddy will also make sure Mr. Green has a plan to correct the problems that are causing the holes to appear in the roads.

SUBJECT: Report Cartwright Park- still working on it.

SUBJECT: Report meet with Pirates Cove Residents- Commissioner Tugwell mentioned to the Pirates Cove Homeowners Association and they will get back to him. Commissioner Etheridge commented about a letter to the editor about the condos that are going to be built there and some of the homeowners are very upset about this and that the area was to be left as open space. Mayor Wilson commented that the project is not violating the gallons per day and as long as the developer stays within the agreement made years ago and the zoning ordinance the disagreement has to be between the developer and the residents.

SUBJECT: Report on grants: CAMA waterfront grant Boardwalk Replacement; Rural Center- Replacement and stabilization of Waterfront Rip Rap; Rural Center-Waste Water Inflow and Infiltration Study; Clean Water Trust Fund Grant; Tourist Bureau grant-Boat ramp enhancement-work on schedule.

COMMISSIONERS' AGENDA

Commissioner Collins-has received complaints about a dog being in the playground area at the Tot Lot and would like a sign that says no dogs allowed in the fenced playground.

Commissioner Etheridge would like to pave Devon Street as it is because the potholes will come back. Commissioner Wilson commented that there are some places underneath that need to be fixed before we pave the road.

Commissioner Creef commented on a letter received from the chairman of the Board of Education and he alludes to things that they are not going to do and he wants the Board to answer the letter and remind the Board of Education that it has already been settled and it is not their decision to change the conditions. Mayor Wilson commented that they have brought in another set of plans which will change the conditions of the conditional use permit. The biggest change will be that they are asking that the road not be built unless it is needed. This Board believes the road is necessary and the Board of Education believes they don't need the road. The Board will look at the plans next week Wednesday and then they will respond. Commissioner Creef feels if they do not respond to this letter it shows that we agree with them. Commissioner Belli suggested that since they have submitted a new plan that it goes back to the Planning Board before the Board of Commissioners look at it. Consensus of the Board that it go back to the Planning Board.

Commissioner Tugwell-asked about the land swap between the County, Town and Salty Dawg and was told that the swap has taken place but no permits have been issued. Commissioner Tugwell commented about the activity at the Midway intersection and would like the NCDOT proposed plans for the flyover.

A motion by Commissioner Tugwell seconded by Commissioner Collins the meeting was recessed at 9:00 pm until tomorrow Thursday, March 3, 2005 at 4 p.m. to review the draft zoning ordinance was approved by the following vote: Ayes: Commissioner Tugwell, Collins, Farrow, Etheridge, and Creef. Noes: None. Absent: Commissioner Belli

This 2nd day of March 2005.

Mayor John Wilson

ATTEST:

Town Clerk Becky Breiholz