

MINUTES

The Town of Manteo Board of Commissioners held their February 1, adjourned/recessed session in the Manteo Town Hall meeting room, February 8, 2006 at 4:00 PM

The following members were present:

- Mayor John Wilson
- Commissioner David Farrow
- Commissioner H.A. Creef, Jr.
- Commissioner Hannon Fry
- Commissioner Edward Etheridge
- Commissioner Darrell Collins
- Commissioner Lee Tugwell (arrived 4:20)

The following member(s) were absent:

Also present at the meeting were:

- Town Manager Kermit Skinner
- Town Clerk –Becky Breiholz
- Finance Officer-Shannon Twiddy
- Planner Erin Burke
- Public Works James McCleave
- Building Inspector John Bonniface
- IT Steve Jozik
- W/S Superintendent Nathan Pharr
- Police Chief- F.T. D’Ambra

Mayor Wilson called the Adjourned/recessed February 1, 2006 meeting back to order at 4:05 pm

SUBJECT: Department Head reports-these were given to the Board at their regular February meeting for review and will be on file for one year. Town Manager Kermit Skinner introduced our new employee Nathan Pharr who will be our Water and Sewer Superintendent. The bell for the lighthouse was discussed but Mr. Skinner wants to make sure that he has the correct size before he orders it.

Commissioner Tugwell arrived at 4:20 pm

SUBJECT: CRC Report-Sybil Ross. The Town had asked Ms. Ross to be our non voting representative at the Coastal Resource Advisory Council. She asked the Board what they are interested in for her next report. Ms. Ross commented that the meeting was dedicated as orientation since they had a lot of new representatives. Ms. Ross gave the Board an overview of what the CRC does which will be on file for three years at the Town Hall.

She told the Board that the Town of Duck has applied to become a CAMA permitting agent. She also told the Board that there were several good presentation one of which is storm water and that the regulations for the last 18 years has not been working. Tom Reeder with Storm Water Quality will be giving a presentation to the Planning Board in March. Another presentation was on shallow water dredging. Another item that will be discussed at the next meeting will be fresh ponds. Several Board members had questions regarding beach nourishment; runoff.

SUBJECT: Stormwater Planning Document Discussion. The Town received a grant for \$643,000 grant. Planner Burke handed out to the Board a preliminary document of storm water management improvements from Kevin Lindsey with Hobbs Upchurch. The Board is looking for ways to collect storm water and not be put in the outfalls. Two items discussed were the high school location and the location at the water and sewer plant. One of things they will be looking at is some existing piping at the high school and will be used to take water from the northern drainage area of the town into the pond at the school; there will also be a water grid separator in two of the locations. Another item discussed was an existing pond at Roanoke Village and adding a water oil grid separator and using plantings. Also the homeowners association is willing to give that property to the Town to maintain, but it will be up to the Board whether to accept it or just ask for easements to go on the property and maintain the pond. Plantings and swales were discussed and Mr. Lindsey is working on a vegetation list. Also discussed were ideas for the wet pond areas at the Water and Sewer plant on Bowsertown Road and to make it a park like atmosphere. Commissioner Tugwell asked if there would still be room for the water and sewer expansion and Ms. Burke commented that there is supposed to be. The road on Bowsertown Road to the concrete building needs to be aligned and Ms. Burke has told Mr. Lindsey this numerous times as he was also told that the buffer at the high school could not be cut down. Water Grid Separators were discussed and the Board is dissatisfied with the preliminary document and that it looks like they are not accomplishing what they want it to accomplish; the plan still looks like we are putting the water overboard; and Mayor Wilson asked that Planner Burke speak with the people who awarded the grant to see if we are doing what is expected and are spending the money wisely. Ms. Burke will get the Board a narrative from Mr. Lindsey regarding the Water and Sewer Treatment property, and the high school property to explain what this Board is requesting. We have asked for them to explore different options one of which is connecting the downtown outfalls to a pipe and pumping it to the center of the island and they would like an answer on other options previously discussed. Commissioner Tugwell would like to see the calculations and what the reduction of run off will be, how much is being treated, how much will be going to the sound, how much through the water grid separators and how much is going in the ponds and Commissioner Collins wants to know what happens to the filters in these grid separators and the cost to maintain them. Commissioner Tugwell is willing to talk with the engineer from Hobbs Upchurch about the concerns that have been discussed.

SUBJECT: Cypress Cove Final Subdivision Review-There was a mistake in the scheduling of this it has not yet gone to the Planning Board and will be brought to the BOC in March.

SUBJECT: Pea Island Cook House Plans/Memorandum of Agreement - Mayor Wilson had drawn a plan working with Commissioner Collins and the Freedom Coalition and the site plan is showing the location of the cook house with a replica of the lifesaving station to be reconstructed at a later date. The memorandum agreement gives the details of the agreement and will be made a part of these minutes. The Board discussed the cistern and will explore the possibilities of obtaining one. Parking was discussed and there is some parking already there. The look out

tower was discussed. The cost to move the cook house is \$8,000 and the Board will need to authorize the expenditure of up to \$12,000 and approve the memorandum of agreement and the site plan formalizing the name of the park to be named Collins Park to be dedicated in the Memory of Dellerva Collins. Commissioner Farrow commented that at the eastern boundary of this property there is a marker on the west side of the ditch that goes by this property and he would like the Town to try and buy the property and staff is to find out who the owner is and check into the possibility of buying it.

MOTION: Commissioner Tugwell seconded by Commissioner Farrow adopt the site plan for the Pea Island African American Heritage Center and officially naming the Park as Collins Park and to authorize the Mayor to enter into a Memorandum of Agreement with the East Carolina Pathway to Freedom Coalition was approved by the following vote: Ayes: Commissioners Collins, Farrow, Creef, Fry, Tugwell, Etheridge. Noes: None. Absent:

MOTION: Commissioner Tugwell seconded by Commissioner Farrow to authorize the manager to spend up to \$12,000/ (\$8,000 for the move of the house) **MOTION** amended to fund \$12,000 from the undesignated fund balance to a Capital Fund for the Collins Park Project was approved by the following vote: Ayes: Commissioners Collins, Farrow, Creef, Fry, Tugwell, Etheridge. Noes: None. Absent:

SUBJECT: Text Amendment Section 46-121. This was discussed at the regular meeting and the Board wanted a text amendment to add Cemetery Parking Only on Cemetery Lane.

MOTION: Commissioner Farrow seconded by Commissioner Tugwell the Text Amendment was approved by the following vote: Ayes: Commissioners Collins, Farrow, Creef, Fry, Tugwell, Noes: Commissioner Etheridge None. Absent: None

Commissioner Fry commented that in the January meeting minutes when the Board voted for appointment to the Board of Adjustment it stated he voted for Joe Jordan when he actually voted for Gus Ganitzki. Town Clerk Becky Breiholz will note the correction of the minutes in the March regular meeting.

Mayor Wilson commented that the cook house will be moved next week and stored on site until it is permitted.

SUBJECT: Non Conforming property form and policy-Planner Burke commented that the Board requested a form be created that can be sent to inform anyone who does cease the use of a property that it is a non conforming and to be used as needed

Mayor Wilson commented he needs a copy of the letter sent to Meekins Trust regarding the cemetery grant. He also commented that the Town of Manteo Cemetery Committee minutes need correction, Betty Blanchard is spelled wrong and it says Betty Mann was requested to be chair person and he thinks they meant Betty Blanchard.

MOTION: Commissioner Collins seconded by Commissioner Fry the meeting was adjourned at 5:45 pm and was approved by the following vote: Ayes: Commissioners Collins, Farrow, Creef, Fry, Tugwell, Etheridge. Noes: None. Absent:

This 8th day of February 2006

ATTEST:

Town Clerk Becky Breiholz

Mayor John Wilson, IV