

## MINUTES

The Town of Manteo Board of Commissioners held their Workshop Session at the Manteo Town Hall meeting room September 18, 2002

The following members were present:

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

The following member(s) were absent:

Also present at the meeting were:

- Assistant Town Manager/Planner- Shannon Twiddy
- Town Clerk-Becky Breiholz
- Police Chief-F. T. D'Ambra

Mayor Tugwell called the workshop meeting to order at 7:05 p.m. The following items were removed from the agenda: presentation of bids for the Roanoke Marshes Lighthouse, the bid due date has been extended to September 24<sup>th</sup>, remove the Closed session since the Town Attorney was not present and Commissioner Farrow requested that the recycling trailer be removed since the trailer is back at the original site.

Lynda Midgett Chairman of the Special Events Committee came before the Board to ask if they would like to do a New Years Eve Celebration. Last year it cost about \$12,000 and about 400 people attended, she commented that it does not matter to her or the committee what the Board's decision is. Discussion took place on adding some extra funds to the Christmas Tree Lighting. Consensus of the Board was to not have the New Years Eve Celebration.

Mayor Tugwell gave an update on Town Manager Kermit Skinner's condition; he is at home and will be going to Chesapeake General Hospital Sunday and surgery is scheduled for Tuesday. Mr. Skinner fell off a ladder at home, September 14<sup>th</sup> and crushed both of his heels; he had been at the Outer Banks Hospital since then. Assistant Town Manager Shannon Twiddy will be filling in for Mr. Skinner during his absence.

**SUBJECT:** Discussion of a recycling drop off site at the Town Hall. Commissioner Farrow This was removed from the agenda.

**SUBJECT:** Discussion of changing Budleigh Street from one way to two way. Commissioner Wilson commented that several folks have asked him why part of Budleigh is one way and he has no recommendation one way or the other to change it. Discussion took place on there not being enough room for parking on both sides and for two cars to pass and also the tractor trailers that have to go to Manteo Furniture and the difficulty it is to maneuver when the tractor trailers are parked there. There were no strong feelings by the Board on this one way or the other.

## INFORMAL BOARD DISCUSSION

Commissioner Farrow commented that since Commissioner Creef is allowing the Town to place a recycling trailer on his property behind the Pioneer Theater he would like the Town to mow and maintain the area in an orderly manner. He also commented that he contacted Mrs. Clark at the Health Department about having some water tested for bacteria and was told he had to pay \$20.00 to get it checked and shouldn't the Town have someone check the water in Manteo. Ms. Twiddy commented that testing of drinking water has to be taken by a water lab and testing is done by someone who has a water distribution license, and to the best of her knowledge there are no certified distribution labs in Dare County, our lab is certified for sewer testing not for water testing. Ms. Twiddy also commented that we are required to take 12 monthly tests at specified test points in Town that we actually send to an Environmental lab for processing and those results are available through Butch Luke the Water and Sewer Superintendent.

Commissioner Wilson-commented that at the Board's request Town Manager Kermit Skinner contacted Dare County about their future use for their property when they move from the downtown area to the new Court House and the Town received notification that they have no plans at this time for a specific use of the property. Commissioner Wilson also commented that we have permission to do the water tower and water pipes in two different phases, Mayor Tugwell commented that he would like to make sure we do not jeopardize our grant or our loan and the Town Attorney should research this issue to make sure we do not jeopardize our reimbursement or the loan. The NC School of Design memorandum agreement came and was reviewed by the Town Attorney and Ms. Twiddy commented that the check is ready and waiting for a signature and then it will be mailed. Commissioner Wilson also stated the citizens that were asked by the Planning Board to be on the steering committee have responded and the first meeting will be in October. Commissioner Wilson asked if Caimen Gardens buys water from the town at double the rate or buys from the county and Mayor Tugwell commented that when this started we supply sewer service and the county supplies water. Ms. Twiddy commented that some of the older properties that are connected to the system that have our water and sewer outside of our corporate limits is the Credit Union heading north, but those to the south are county water and town sewer including Toler property, T.L.s, the rest area and the rest of those areas south.

Commissioner Farrow-asked about the Ray Hollowell satellite annexation if that made the other properties next to it part of the Town, and Mayor Tugwell commented that the Town Attorney is researching that issue.

Commissioner Wescott- commented that the Public information and Parking officer, Carl is doing an excellent job. He asked if it might be wise to invest in self mailers and place a box downtown for those who have received parking tickets to drop them off. Commissioner Wescott also commented that possibly the Town could bid out to the highest bidder or lease the public parking under the waterfront complex for a certain period of time. The Board would like the Town attorney to review the deed agreement to make sure there are no restrictions on those parking spaces and if this can be done. Commissioner Wilson commented that while the Town Attorney is checking on the deed or deed of easements for the town, he should also check on

exactly what the deed says about the laundry facilities and the public restrooms on the waterfront, “do we have a deed or a deed of easement or an agreement?”

**MOTION:** Commissioner Farrow seconded by Commissioner Wilson to adjourn at 7:45 P.M. was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Wescott, Wilson and Creef. Noes: None. Absent: None

Adopted this 18<sup>th</sup> day September 2002

ATTEST:

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Mayor Lee Tugwell

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Town Clerk Becky Breiholz