

MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room November 5, 2014 at 6:30 p.m.

The following members were present: Mayor Jamie Daniels
Commissioner Darrell Collins
Commissioner Nancy Peele
Commissioner Christine Walker
Commissioner Martha Wickre
Commissioner Richie Burke

The following members were absent: Commissioner Hannon Fry

Also present at the meeting were: Town Attorney Wyatt Booth
Town Manager Kermit Skinner
Asst. Town Mgr. /Finance Officer Shannon Twiddy
Town Clerk Becky Breiholz
Planner Erin Burke

Mayor Daniels called the meeting to order 6:45 pm followed by a moment of silent meditation and the Pledge of Allegiance.

SUBJECT: Adoption of Agenda as presented or amended- Mayor Daniels amended the agenda to add under his agenda nominations for the Dare County Tourism Board.

MOTION: Commissioner Burke seconded by Commissioner Wickre to approve the agenda as amended was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

SUBJECT: Adoption of the items on the Consent Agenda as presented or amended.

MOTION: Commissioner Collins seconded by Commissioner Fry to approve the consent agenda as presented was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

SUBJECT: Approval of Minutes of Regular October 1, 2014 meeting

MOTION: Commissioner Collins seconded by Commissioner Fry to approve the minutes as presented was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

SUBJECT: Approval Minutes Recessed Workshop October 15, 2014

MOTION: Commissioner Collins seconded by Commissioner Fry to approve the minutes as presented was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

PUBLIC COMMENTS

None

IT DEPARTMENT-report on Manteo resident's student laptops. As per the Boards request at the last workshop meeting, Steve Jozik stated, the County was supposed to give all students sixth grade a laptop; that program failed to materialize and they are only going to give ninth grade a laptop, and hopefully next year can fund the program for all. For the last 10 years the Town has been providing laptops to sixth grade students who are residents of the Town of Manteo. This was to be a one-time deal but the Commissioners have been gracious enough to continue to fund the program. The program was not funded this year because we thought the County was doing this. Steve Jozik IT Administrator, reported that he verified there are thirteen (13) sixth grade students who reside in the Town limits. He would like to have those distributed by Thanksgiving. The budget amendment for \$7500 to purchase those laptops was approved in the consent agenda. Mr. Jozik recommended to the Commissioners that this item be included in next year's budget and if the County does provide laptops for students then we can put the money back into the general fund.

TOWN MANAGER'S AGENDA

SUBJECT: Discussion of text amendment/report on boat ramp; as per the Board's instruction please find a draft ordinance amendment to limit the amount and nature of commercial usage at the Town's boat ramp. This amendment was also sent to the Town Attorney for review

Addition to Chapter 30 Offenses and Miscellaneous Provisions, Section 30-10. Mooring or dockage of boats to docks adjacent to town boat ramp.

Addition of the following verbiage to end of provision (a):

Commercial use of the boat ramp shall be limited to the timely launch and retrieval of individual watercraft. No commercial passengers shall embark or disembark at the boat ramp. No commercial enterprise shall use the boat ramp as a gathering point for water craft rentals, tours, instructions, etc. Including but not limited to personal watercraft, kayaks, canoes, parasailing, jet boats, etc. No commercial transactions, selling or collecting of tickets, registration of passengers, confirming reservations, etc. shall be allowed at the boat ramp or in the boat ramp parking lot.

Mr. Skinner reported that he and Town Attorney Wyatt Booth have been working on this amendment together and if is the direction the Board wants to go then he and Wyatt can clean the

amendment up and bring back for the for their review at the December workshop. Commissioner Peele would like the second sentence “No commercial passengers shall embark or disembark....” removed as it is redundant. The Commissioners discussed holding a public hearing for this text amendment even though one isn’t required. By consensus after their review in December they will consider scheduling a public hearing for this to get the residents input.

SUBJECT: Report on OBX Marathon As per the Board's instructions Mr. Skinner contacted Outer Banks Sporting Event (OBSE) Executive Directory Lynda Wood and had a conversation about the Town's expenses in preparing for and facilitating the OBX Marathon. Mr. Skinner let Lynda know that the Board is evaluating our costs and would be having further discussions about the possibility seeking reimbursement for those costs. He also asked Lynda for a breakdown of all governmental agencies who are in fact reimbursed for their Marathon expenses. Mr. Skinner also contacted all the other affected Town Manager’s and the County Manager and asked if they were being reimbursed for their expenses. As it stands now none of the other Town's or the County are being reimbursed for their law enforcement expenses. Manteo is only Town that has Public Works related expenses for the Marathon. However NCDOT, Dare County EMS, and Dare County Schools are reimbursed by OBSE for their expenses incurred while assisting the OBX Marathon. Below is the email response that Mr. Skinner received from Lynda Wood.

“Mike Mitchell, our Race Director, and I will get together on Monday and try to send more information to you before your meeting on Tuesday. Since we only have 2 weeks before our largest event weekend of the year and since Mike is new to our organization and the Marathon events, we respectfully ask that you go with generalizations for now since there are a lot of variables in some of the information you are requesting.”

“Locally, we only pay NH for a very few officers (2-4) and EMS for their event designated services (not on-duty personnel/equipment) - via County EMS policy. NH contributes over 10+ personnel during the marathon event to cover public safety needs and they ask that we pay for the additional coverage (off duty officers). We do not pay DCS for use of buses or facilities; only gas used and drivers’ time- it varies with each event; Neither the County nor any other Town asks for reimbursement for services. This is based in part on the fact that OBSE has long-term and annual documentation that these events bring positive economic impact to businesses in all the Towns and County as well as positive tax revenues are generated through the visitors’ Food and Accommodations taxes. The Marathon events alone bring approximately 15,000 runners and guests to the Outer Banks at a time when historically there was very little economic activity. This averages about \$3.5+ million in economic impact for Dare Co. businesses as well as tax revenue for local govt. agencies from the Marathon events alone.”

“OBSE pays NCDOT an annual deposit to cover expenses for all the events. NCDOT then reimburses us for unused services and equipment. This deposit includes fees for personnel services, equipment rental and usage, such as electronic signs, cones, etc. The fees are not broken out by event or detailed usage. As a result, we do not know how much of the money is for equipment or personnel nor do we know how many man hours we have been charged for.”

“I do not recall paying any other agency for use of personnel, services or equipment. We do pay a small permitting fee to NPS and maybe one of the Towns. Mike handles our permitting and we can give you a more exact answer when we look at this together on Monday.”

“I hope this helps answer some of your questions about what fees we pay and to whom.”

“We are very appreciative of the Town of Manteo as well as the other local agencies for all that you do to support OBSE’s events that generate resources to increase the quality of life for our local citizens. Without the continued local support of our government agencies, OBSE would have to consider how we would continue to do all that we are presently doing within the Outer Banks community. Please let me know if you have further questions.”

After some discussion the Board decided by consensus to not charge for this year and will discuss this at a later date to consider charging in the year 2015.

SUBJECT: Report On Street Parking Markings- Mr. Skinner spoke with NCDOT Division 1 Engineer, Jerry Jennings in reference to the Town's use of on street parking markings on NCDOT streets in Downtown Manteo. NCDOT would allow it but the Town would have to pay for it and they would have to be marked to NCDOT specifications. Included in the packet is NCDOT specifications. Mr. Jennings further stated to Mr. Skinner that if the Town decides to pursue the markings a NCDOT he will arrange for a traffic engineer to meet with us and go over the project. Town Planner Erin Burke was asked by the Board to give them an estimate of how many parking spaces would be available if we marked those spaces by the recommended minimum feet required by NCDOT which is 22 feet for spaces and 20 feet from cross walks and curb cuts. She will put that information in the shared drop box for the Commissioners after she has those figures.

MAYOR’S AGENDA

SUBJECT: Nominations for the Dare County Tourist Bureau. This was added to the agenda as the County wants the nominations no later than November 19th. Mayor Daniels term expires December 31, 2014 and he is not eligible for reappointment because he has served two consecutive two year terms. According to our agreement with the County we must submit three (3) nominations to the County. Commissioner Wickre stated that she would like to be the Town’s representative.

MOTION: Commissioner Fry seconded by Commissioner Peele to nominate Commissioner Martha Wickre, Commissioner Nancy Peele and Commissioner Christine Walker was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

Mayor Daniels commented that Manteo was voted as the Best Day Trip Destination. The Halloween event planned by Commissioner Peele and Commissioner Wickre at the boathouse was a success and will become an annual event.

COMMISSIONER'S AGENDA

Commissioner Peele commented that they are working on the Christmas decorating contest for businesses and residents and will name the winner at the tree lighting on December 5th. There will also be a parade of boats at the waterfront this year.

The Commissioners are pleased with the sidewalk on Uppowoc extended by the skate park.

Commissioner Collins commented on the bulb outs on Sir Walter Raleigh Street that have been installed and would like the orange cones around them removed. He would also like the tree branches to be cut from the bottom as they grow so that there will be canopy.

Commissioner Fry commented that on Uppowoc Extended going towards Highway 64; by the stoplight there is a sinking dip and would like staff to see if NCDOT can do anything about that. Mr. Skinner will check.

Commissioner Wickre commented that the wooden boat show was a success.

Commissioner Burke commented that the tree lighting downtown will have a lot more local folks participating.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Walker seconded by Commissioner Peele the meeting was recessed at 7:35 pm until October 15, 2014 at 4 pm was approved by the following vote: Ayes: Commissioner Peele, Walker, Fry, Burke, Wickre and Collins. Noes: none. Absent: None.

This the 5th day of November 2014

ATTEST:

Jamie Daniels, Mayor

Becky Breiholz, Town Clerk