

MINUTES

The Town of Manteo Board of Commissioners held their Regular March 4, 2015 session in the Manteo Town Hall meeting room at 6:30 p.m.

The following members were present:

- Mayor Jamie Daniels
- Commissioner Darrell Collins
- Commissioner Nancy Peele
- Commissioner Christine Walker
- Commissioner Hannon Fry
- Commissioner Richie Burke
- Commissioner Martha Wickre

The following members were absent:

Also present at the meeting were:

- Town Attorney Wyatt Booth
- Town Manager Kermit Skinner
- Town Clerk Becky Breiholz
- Public Works Director James McCleave
- Water & Sewer Superintendent Nathan Pharr

Mayor Daniels called the meeting to order 6:40 pm followed by a moment of silent meditation and the Pledge of Allegiance.

SUBJECT: Adoption of Agenda as presented or amended- Amend agenda to add to Town Manager's agenda request from Dare County to support a Local Bill to allow for transfer of tax funds to go directly to Fire Department.

MOTION: Commissioner Walker seconded by Commissioner Peele 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 Burke seconded by Commissioner Wickre 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 February 4, 2015 meeting

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

PUBLIC HEARING for text amendment for Pawn Shops

MOTION: Commissioner Collins seconded by Commissioner Peele to enter into a public hearing was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: none

No comments

MOTION: Commissioner Fry seconded by Commissioner Walker to exit the public hearing was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: none

PUBLIC COMMENTS-None

TOWN MANAGER'S AGENDA

SUBJECT: Discussion and consideration of Lease at Magnolia Market for Hot Dog Cart. Mr. Skinner was contacted by Doug De-Simone who asked that he be allowed to have a hot dog cart at Magnolia Pavilion. The Board has approved this type of activity in the past. Mr. De-Simone commented that he would be operating the cart on a regular basis starting in April. Mr. De-Simone asked the Board if he could put a pop up tent over the cart for inclement weather and sun; the Board had no objection. He also asked about signage and that he does have a sign that he places over the propane tanks, but he would like to put something else up. It was suggested that he contact Planner Erin Burke regarding the signage. Commissioner Fry asked if other vendors could also set up in this area and was told yes that they could.

MOTION: Commissioner Collins seconded by Commissioner Fry to enter into a lease agreement for a hot dog cart at Magnolia Pavilion was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

SUBJECT: Discussion and consideration of Mold Remediation –Mr. Skinner commented that we received this afternoon from Renaissance Construction a proposal and bid for the replacement of the roof and the removal mold at the Town Hall. Their bid is \$136,250.00 for the new roof and the mold remediation. This amount meets the NCGS threshold for the informal bidding process. However NCGS 143-129(e) (2) gives the Board the authority to forgo the informal bidding process in the threat of "imminent or immediate threat to public health and safety..." This is something the Board should discuss this evening with the Town Attorney Wyatt Booth. If Wyatt feels the provisions of NCGS 143-129(e)(2) are met I would encourage the Board to accept Renaissance Construction's proposal since the Board is aware of the problem and time is of the essence. Mr. Booth stated that if the Board invoked this provision it would have to be challenged which he does not see happening and the Board may want to consider allowing for bids to be received. Mr. Booth stated the Board could either adopt a resolution tonight or attempt to get several bids within the next 7 days. It was asked how long this the

informal bid process takes and the Board was told 30 days. The Board discussed the possibility of getting some other quotes before proceeding and then scheduling an emergency meeting to decide.

Commissioner Fry asked where staff would move to and Mr. Skinner commented that we would have to place trailers on the property. Several other locations in Town were suggested. Commissioner Fry also commented that it doesn't make sense to rip off the slate roof and would like to investigate the possibility of just repairing the areas that are leaking. Mr. Skinner commented that this has been an ongoing problem since we have moved in and that repairs have been made. Warren Eadus with Quibble commented that it is leaking through the roof and the wood has been damaged and there have been structural damage. The Board asked how long this would take and were told that the roof could have a time frame but the mold remediation is hard to pinpoint and it would probably be at least 2 months. Mr. Eadus also informed the Board that the problem is not only in the upstairs it is in throughout the building. Commissioner Fry asked if the slate could be used for something else. The HVAC unit was discussed and Mr. Skinner commented that at the time we moved in the Board chose not to replace it and we have been changing out the system incrementally. Consensus of the Board is for Mr. Skinner to contact the company who did the remediation report and get a quote from them; get quotes for a roof and to find out the cost of a trailer and then the Board will call an emergency meeting to make a decision.

Commissioner Peele commented that there is not adequate office space and would like to discuss this. The Commissioner's asked that the space needs study and separate police building be place on the Budget retreat agenda for discussion

SUBJECT: Discussion and consideration of amendment to the Roanoke Island Fire District Legislation. Currently Dare County collects the taxes for fire protection, remits the money to the Town of Manteo, and the Town then remits it to the Roanoke Island Volunteer Fire Department. This proposed amendment would replace all references to the Town of Manteo in Sections 3, 4, &5 with Roanoke Island Fire Department. This would allow those tax funds previously agreed to by the Town of Manteo to be remitted directly to the Roanoke Island Fired Department. The Dare County Board of Commissioners will be submitting this to the Generally Assembly as a local bill provided the Town of Manteo is in agreement. Staff recommends that the Board support these changes. This has nothing to do with the changing of tax rates.

MOTION: Commissioner Wickre seconded by Commissioner Peele to approve the amendment for the Roanoke Island Fire District Legislation was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None.

TOWN ATTORNEY'S AGENDA

SUBJECT: Discussion and consideration of text amendment 2015-02Z Pawn Shops. Town Attorney Wyatt Booth stated that the changes were made that the Board requested and a Public Hearing has been held.

MOTION: Commissioner Wickre seconded by Commissioner Peele to approve the text amendment 2015-02Z Pawn Shops was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: None

SUBJECT: Set Public Hearing date for text amendment regulating political signs. This item was discussed at the last meeting and Mr. Booth stated he made the changes requested by the Board.

MOTION: Commissioner Burke seconded by Commissioner Walker to schedule a public hearing for April 1, 2015 meeting was approved by the following vote: Ayes: Commissioners Fry, Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: none.

SUBJECT: Discussion and consideration of proposals received for excavator. This request is being made by Water and Sewer Department and Public Works so that they can dig out the ditches and pipes. Nathan Pharr and James McCleave were in attendance to answer any questions. Mr. Pharr supplied the Board with a map of the ditches and a breakdown of figures we have paid in the past to have our ditches cleaned out. Mr. Pharr has received two bids; Kubota Edenton Tractor for \$61,087.69 and Mitchell Tractor for \$59,618.81. Mr. Pharr informed the Board that there is an organization that small businesses can join and you get a discount called the National Joint Powers Alliance (NJPA). He would like to join that organization and possibly save the Board more money and he can come back to the Board with those figures if they would like. Consensus of the Board for Mr. Pharr to join the organization and bring those figures back to the Board at the March 18th workshop.

MAYOR'S AGENDA

Mayor Daniels reminded the Board of the Budget retreat on March 20th and asked if the Board had any items to be discussed then. They would like to discuss the space needs study; water and sewer line replacement list and the Christmas tree. Mayor Daniels also stated he attended the opening of the new addition to the elementary school. The Board then discussed the fact that there is a traffic jam there every day because people do not pull up and try to make left hand turns when they aren't supposed to; and that the teachers have to monitor that even in bad weather. Having a traffic circle was discussed by the Board. Commissioner Fry suggested a letter be written to the Board of Education to address this issue. Consensus for the Mayor to write a letter to the Ben Sproul, Chairman Board of Education.

Commissioner Collins asked about honoring Tshombe Selby for his achievement of singing at Carnegie Hall. Mr. Skinner has his email address and will ask if he can attend the Commissioner's meeting April 1. Commissioner Collins also suggested the possibility of recognizing other Town Citizens.

Commissioner Wickre would like the Board to discuss at the retreat the possibility of having Town Hall meetings for the citizens like Kill Devil Hills is doing. Commissioner Wickre also gave the Board an update of the Tourist Bureau meeting where economic forecasts were discussed.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Burke seconded by Commissioner Collins the meeting was recessed at 8:00 pm until March 18, 2015 at 4 pm was approved by the following vote: Ayes: Commissioner Peele, Walker, Fry, Burke, Wickre and Collins. Noes: none. Absent:

This the 4th day of March 2015

ATTEST:

Jamie Daniels, Mayor

Becky Breiholz, Town Clerk