

MINUTES

The Town of Manteo Board of Commissioners held their March 4, 2015 recessed meeting March 18, 2015 at 4:00 pm at the Manteo Town Hall meeting room.

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

The following member(s) were absent: Commissioner Hannon Fry

Also present at the meeting were: Assistant Town Mgr. /Finance Officer Shannon Twiddy; Becky Breiholz, Town Clerk and Department Heads: Barry Wickre; Nathan Pharr, James McCleave, Carl Jordan, Steve Jozik, and Erin Burke

Mayor Daniels called the recessed meeting to order at 4:00 pm

SUBJECT: Department Head Reports- Steve Jozik IT Administrator went over his report and highlighted a few things that were being done; updating our slide show on GovEd channel; moving of cemetery software from Finance Office to back office where the Town Clerk is since she handles those requests. Working with Mrs. Burke on doing a video for the litter pickup. Barry Wickre went over his report and they are working on the shad boat to take to Beaufort to have the bottom of the boat painted. Carl Jordan reported that preparations are being done to replace the ramp up section of dock #3 in front of the Tranquil House Inn and working with the person who wants to rent a commercial space at the dock for a boat charter. Nathan Pharr stated his department have been busy fixing leaks since the big freeze we had. Erin Burke went over her report and commented that one new house permit has been issued; she is working on the fire inspections with the County; attended the Floodplain Development workshop but has not received her test results yet. She also meet with representatives of the State Historic Preservation Office (SHPO) today and went around town locating old buildings and going over the list that they had; some buildings are no longer eligible because of substantial changes that have been made to them. The county administration building in its current is not significant and would not be eligible for historic status until someone removed the stucco that is on the sides. If the stucco was removed they would come look at the building again. James McCleave informed the Board that they are getting ready for the summer.

SUBJECT: Consideration of prices received for an Excavator truck-This was discussed at the Regular March meeting and Mr. Pharr had commented that if we joined National Joint Powers Alliance (NJPA) we could get better prices on equipment. After joining Mr. Pharr commented that we received a quote from Gregory Poole CAT and that their quote is \$57,349.97 which is

less than the quotes we received from Kubota. It was asked if there was a warranty on it and Mr. Pharr commented that there is a 5 year warranty as long as we keep up the maintenance and follow their guidelines for maintenance. Finance Officer Shannon Twiddy commented that she would create a new line item out of the stormwater fund and that would be used to purchase it.

MOTION: Commissioner Wickre seconded by Commissioner Burke to approve the purchase of the excavator not to exceed \$58,000 was approved by the following vote: Ayes: Commissioner Burke, Peele, and Wickre. Noes: None. Absent: Fry

SUBJECT: Review Project list Mayor Daniels commented that he would like to change the format of the project list and keep staff and commissioner's items separately.

MOTION: Commissioner Collins seconded by Commissioner Burke to adjourn at 4:40 pm was approved by the following vote: Ayes: Commissioner Burke, Collins, Walker, Peele, and Wickre. Noes: None. Absent: Fry

This the 18th day of March 2015

ATTEST:

Mayor Jamie Daniels

Becky Breiholz, Town Clerk