

MINUTES

The Town of Manteo Board of Commissioners held their October 5, 2016 Recessed Session October 19, 2016 at 4:00 pm at the Manteo Town Hall meeting room.

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

The following member(s) were absent:

Also present at the meeting were: Town Manager Kermit Skinner; Assistant Town Manager-Finance Officer Shannon Twiddy; Planner Erin Burke

Mayor Daniels called the recessed meeting to order at 4:08 pm and removed Department Head reports.

SUBJECT: Appointment to Planning and Zoning Board-the Board table this until the November 2nd meeting.

SUBJECT: Wayfinding report by Commissioner Wickre – this was tabled until the November 2nd meeting.

SUBJECT: Discussion and consideration of bathroom cleaning contracts for the downtown bathrooms. Commissioner Wickre had placed this item on the regular October agenda but removed it and placed on the workshop agenda. She informed the Board that the current contract expires at the end of the month and would like to Board to extend the contract. The Board discussed the vandalism at Magnolia Market and possibly changing the timers to close earlier; also discussed was the possibility of more lighting at the Magnolia Market. The Board would like an update on the cameras from Steve Jozik and also to research for a better camera.

MOTION: Commissioner Wickre seconded by Commissioner Fry to have staff enter into a contract to extend the bathroom cleaning through December 31, 2016 was approved by the following vote: Ayes: Commissioners Walker, Fry, Peele, Wickre, Collins and Burke. Noes: Absent: None

SUBJECT: Discussion of a NO WAKE zone for downtown Manteo. At the September regular meeting a concerned citizen asked the Board to do something about vehicles that travel downtown during flooding events creating wakes that go into the shops and flood them. The Board had asked Town Attorney Wyatt Booth to research and draft one from an example staff had received. This was also discussed at the October regular meeting with a consensus of making the penalty \$250.00. Mr. Booth commented that this would be added to the codified ordinances Section 46-80 and the text amendment will be made a part of these minutes. He explained each section of the ordinance and the Board discussed the practical application of the ordinance.

Mr. Booth also stated that he will have something for the Board to review regarding the newspaper/magazine racks at their November meeting.

MOTION: Commissioner Walker seconded by Commissioner Peele to approve the flood ordinance Sec. 46-80 to the codified ordinances was approved by the following vote: Ayes: Commissioners Walker, Fry, Peele, Wickre, Collins and Burke. Noes: Absent: None

SUBJECT: Review of town employees job descriptions. Mr. Skinner commented that he is working with the department heads to shorten the lists of each job description and will present the lists to the Commissioners at their November meeting.

COMMISSIONER'S CONCERNS COMMENTS

Mayor Daniels asked for a recap of the hurricane.

Commissioner Wickre commented that the decorations and flowers at the cemetery are in bad condition and asked that they be cleaned up. Mrs. Twiddy commented that we usually place an ad in the paper giving them 30 days for families to clean up and if not done then the Town will go in and take care of it, but it can be a touchy subject with most people if we remove the items without a notice.

Commissioner Fry noted that this would be Planner Erin Burke's last workshop meeting since she has resigned to take a position with the City of Williamsburg. He also asked about our workman's comp policy and the procedures of what is

done after a work related accident happens. Mrs. Twiddy will gather that information for him to review.

Commissioner Collins reminded the Board about the rededication event at the Aquarium of the Etheridge Cemetery.

Commissioner Burke asked about the storm drain clog at Barlowe and Dr. Farrow's old office and Mr. Skinner commented that is a NCDOT storm drain and should be their list for cleanout.

Commissioner Peele would like us to post information on the Dare County Joint Information Center during hurricanes and wanted to know if the Town Hall had a generator.

Commissioner Walker asked about the status of the paving for Croatan and was informed that the project is still being engineered.

MOTION: Commissioner Wickre seconded by Commissioner Fry to adjourn at 5:48 pm was approved by the following vote: Ayes: Commissioners Walker, Fry, Peele, Wickre, Collins and Burke. Noes: Absent: None

This the 19th day of October 2016

ATTEST:

Mayor Jamie Daniels

Town Clerk Becky Breiholz