

MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room December 3, 2014 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

The following members were absent: Commissioner Martha Wickre

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 6:35 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 by moving Item A under the Planner's agenda to Item A Town Manager's Agenda

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

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

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

SUBJECT: Approval of Minutes of Regular November 5, 2014 meeting

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

SUBJECT: Approval Minutes Recessed Workshop November 19 2014

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

SUBJECT: Approval Budget Amendment #5 mid-year salary adjustment

MOTION: Commissioner Peele seconded by Commissioner Collins to approve Budget Amendment #5 as presented was approved by the following vote: Ayes: Commissioners Fry, Burke, Collins, Walker and Peele. Noes: None. Absent: Wickre

PUBLIC COMMENTS-None

TOWN MANAGER'S AGENDA

The following item was moved up from the Planner's agenda.

SUBJECT: Presentation and adoption of the Dare County Transportation Plan. The North Carolina Transportation in cooperation with Dare County and all municipalities in Dare County have developed a Transportation Plan. The Commissioner's will need to approve Resolution #2014-07 for adoption. Kerry Marow with NCDOT gave the Board an overview of the Comprehensive Transportation Plan by presenting a power point show. This is a long range plan for improvements in the next 25 to 30 years.

MOTION: Commissioner Walker seconded by Commissioner Burke to approve Resolution 2014-07 was approved by the following vote: Ayes: Commissioners Fry, Burke, Collins, Walker and Peele. Noes: None. Absent: Wickre

SUBJECT: Discussion of text amendment regulating commercial activity at the public boat ramp. Per the Boards request the Town Attorney and the Town Manager were to put an amendment together that would limit the amount and nature of commercial usage at the Town's Public ramp. The following is what the Town Attorney has presented to the Board for their review:

DELETE Codified Ordinance Section 30-10

REPLACE WITH:

Sec. 30-10 Use of town boat ramp.

- a. No person shall moor or tie a boat or other personal watercraft to the docks adjacent to the boat ramp located on the north side of the foot of the Cora Mae Basnight Bridge and leave such boat or personal watercraft unattended exceeding a period of one hour.

- b. Commercial use of the boat ramp shall be limited to the timely launch and retrieval of individual watercraft. No commercial passenger vessels shall embark or disembark at the boat ramp, nor shall any commercial enterprise use the boat ramp as a gathering point to rent, tour, or instruct individuals in the use of personal water craft such as, but not limited to, kayaks, canoes, parasailing, jet boats, etc. No commercial transactions shall be allowed at the boat ramp or in the boat ramp parking lot, including, but not limited to, the selling or collecting of tickets, registration of passengers, confirming reservations, etc.
- c. Unless otherwise stated, penalties for violation of this chapter shall be administered as prescribed in section 1-6. Any appeals of such penalties shall be administered as prescribed in section 1-6.

Even though this is a codified ordinance and does not need a public hearing the Board can choose to send this to public hearing. The Board stated that this might need some changes after it has been established and would like signs posted at the boat ramp notifying those of this new ordinance. .

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

FINANCE OFFICER'S AGENDA

SUBJECT: Report on status of the Cemetery perpetual care funds and the distribution. The Commissioners discussed this at their November workshop meeting when the audit was presented. Mrs. Twiddy had explained to the Board that Cemetery fund is being supported by the General Fund because only 20% of the interest earnings of the perpetual care fund can be used for the cemetery budget. The Board wanted more information on the perpetual care fund so that possibly the Cemetery Board could use some of those funds for improvements to the Cemetery. The Board was provided with an accounting of the funds several years showing that there was over \$400,000 in the perpetual care fund. Finance Officer Shannon Twiddy was not able to be present at the meeting due to sickness. Mayor Daniels asked Commissioner Walker who is the liaison to the Cemetery Board asked if the Cemetery Board would meet and have a discussion on possibly spending some of the perpetual care money for improvements to the cemetery and Commissioner Walker commented that they will schedule a meeting after the holidays. .

PLANNER'S AGENDA

SUBJECT: Discussion of text amendment regulation political signs. The Planning and Zoning Board would like some feedback from the Board of Commissioners regarding the regulation of political signs. Other municipalities in the area have ordinances that specifically address the use of political signs, their size, duration that may be displayed and their location. If the Board of Commissioners feels this is an issue and they would

like to pursue this, the Planning and Zoning Board will draft an ordinance for their review. By consensus of the Board to have the planning board pursue the text amendment.

COMMISSIONER'S AGENDA

Commissioner Burke reminded the Board about the festivities downtown this weekend with the tree lighting and parade.

The bulb out trees were discussed and Commissioner Collins stated that they would cut the limbs at the bottom after they have gotten a little taller. The reason one bulb out does not have a tree planted is because NCDOT will not allow anything in the vision triangle and this bulb out is on the corner.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Burke seconded by Commissioner Fry the meeting was recessed at 7:35 pm until December 17, 2014 at 4 pm was approved by the following vote: Ayes: Commissioner Peele, Walker, Fry, Burke, Wickre and Collins. Noes: none. Absent: Wickre

This the 3rd day of December 2014

ATTEST:

Jamie Daniels, Mayor

Becky Breiholz, Town Clerk