

## MINUTES

The Town of Manteo Board of Commissioners held their January 16, 2013 Recessed session in the Manteo Town Hall meeting room, January 16, 2013 at 4:00 p.m.

The following members were present:

- Mayor Jamie Daniels
- Commissioner Darrell Collins
- Commissioner Christine Walker
- Commissioner David Farrow
- Commissioner Nancy Peele
- Commissioner Hannon Fry
- Commissioner Richie Burke
- Commissioner David Farrow

The following members were absent:

Also present at the meeting were: Town Manager, Kermit Skinner; Assistant Town Manager Shannon Twiddy; Chief Vance Haskett; Carl Jordan, Dockmaster; James McCleave, Public Works Director; Steve Jozik, IT Administrator; Derek Boutchyard, Building Inspector; Barry Wickre, Water Front Coordinator; Nathan Pharr, Water and Sewer Superintendent

Mayor Daniels called the recessed session to order at 4:05 pm

Commissioner Fry informed the Board that he would need to leave the meeting at 5:00 pm

**SUBJECT:** Department Head Reports-Given to the BOC at their regular January meeting and will be kept on file for one (1) year.

IT Administrator Steve Jozik went over his report; the Board had asked Mr. Jozik to research updating the meeting room sound system. Mr. Jozik met with Andy Wall with Media Wall who did a demo on how new microphones would function. The estimated cost would be around \$5,000. Staff is to get a quote of the cost and bring back to the Board for a budget amendment.

Dock Master Carl Jordan went over his report and confirmed that the dock lights are coming on at night and would like to add a washing machine to the laundry room. Barry Wickre gave an update on the upcoming the lofting class. Mr. Wickre also commented that Craig Blackwell is donating his time and a student from East Carolina University in a Marine Studies Program will be there as well.

Mayor Daniels asked Chief Vance Haskett about the latest news. Business as usual The Chief says things have been going well and mentioned food donating to citizens and the money used

came from the sale of the police calendars. 11 boxes of food given out, 22 Turkeys and 11 hams La Dolce Vita cooked some of the food. It was a big success.

Derek Boutchyard commented that he was busy with inspections. James McCleave Public Works Director went over his report and updated the Board on the fill at the waterfront.

Mr. Nathan Pharr went over his report and commented on the yearly compliance inspection and that Manteo is 100% compliant in all our water and sewer operations.

**SUBJECT:** Appointment to Albemarle Rural Planning Organization

Attachment #1 was discussed on the above subject. Kermit Skinner as Certified Municipal Planner, talked about willingness to step down as a representative for the Town on the Transportation Planning Committee board if anyone else wanted to be appointed. The Town has been asked to delegate a representative to the position of the Transportation Planning Committee board. Mr. Skinner discussed how the above position came about and what it entails. Reappointment of Mr. Skinner is given in a motion.

**MOTION:** Commissioner Fry seconded by Commissioner Collins to appoint Kermit Skinner the ARPO was approved by the following vote: Ayes: Commissioners Farrow, Fry, Walker, Collins, Burke, Peele. Noes: None. Absent: None

**SUBJECT:** Review and consideration of Waterfront Net Shed

Attachment #2 was discussed on the above subject. Mr. Kermit Skinner explained the background of this project. Commissioner Collins would like us to try and get grants for this project before we do anything. Mayor Daniels commented that we applied for a grant form the tourism board and we can possibly get a grant from Friends of the Elizabeth II

**SUBJECT:** Presentation of Town of Manteo Plan Update 2003

Attachment #3 of the above subject was presented by Bill Parker, the Planning & Zoning Chairman. He and Erin Burke were supposed to do this presentation together but Erin was not well. He went through all the projects, and skipped those sections that were considered to be removed. He complimented the town on accomplishing most of the projects, which he felt was a big accomplishment. Those that had not been done as yet or were in progress were encouraged to be finished. He also stated that some of the goals have changed. One project discussed was planting of trees on the west side of Sir Walter Raleigh and Commissioner Farrow is against this.

Commissioner Fry asked to be excused, but before he wanted to ask the Board that they consider looking into the proposal from Robert Segel, CPA about saving the Town money.

MOTION: Commissioner Walker seconded by Commissioner Collins to excuse Commissioner Fry was approved by all present.

Commissioner/Staff concerns – comments.

Darryl Collins suggested that a plaque be given to Ortega's for appearing on the TV show "diners drive ins and dives." It was agreed upon. Jamie mentioned that La Dolce Vita should be sent a letter of thank you for cooking those turkeys during the holidays. It was mentioned by Darryl Collins that we could have one set meeting to present these businesses with these honors. It was mentioned that business appearing on TV is good for all businesses.

Mayor Daniels commented that he met with Dr. David Richards during the Maritime Heritage Committee. Dr. Richards is the program head for the Maritime Heritage Program at the CSI School. Dr. Richards has a lot of resources and volunteered to help us.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Christine Walker seconded by Commissioner Richard Burke the meeting was adjourned at 5:28pm was approved by the following vote: Ayes: Commissioner Peele, Farrow, Fry, Walker, Collins and Burke. Noes: none. Absent: none

This 16<sup>th</sup> day of January 2013.

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Jamie Daniels, Mayor

ATTEST:

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Becky Breiholz, Town Clerk