

MINUTES

The Town of Manteo Board of Commissioners held their June 3, 2015 recessed meeting June 17, 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
- Commissioner Hannon Fry

The following member(s) were absent:

Also present at the meeting were: Town Manager Kermit Skinner; Assistant Town Mgr. /Finance Officer Shannon Twiddy; Town Clerk Becky Breiholz and Department Heads: Planner Erin Burke; Public Works Rodney Murray; Water and Sewer Nathan Pharr; Dock Carl Jordan; Museum Barry Wickre; IT Steve Jozik; Police Chief Vance Haskett

Mayor Daniels called the recessed meeting to order at 4:05 p.m.

EMPLOYEE RECOGNITION- Mayor Daniels presented Rodney “Crow” Murray a plaque for his 30 years of service to the Town.

Commissioner Hannon Fry introduced Jack Gay who is interning with us and with the Dare County Emergency Management. Mr. Gay commented he is working on preparing for hurricanes and working with the Fire Marshall. He is pursuing a criminal justice degree right now but looking at all his options.

Department Head reports

Chief Vance Haskett went over his report and commented that the officers are going to radar school, writing traffic violations and DUI's. He also reported that the K9 officer made a significant drug arrest. Water and Sewer Nathan Pharr informed the Board that they would be taking care of the hole on Highway 64 that NCDOT has not fixed. They are trying to keep the pumps and motors cool and preparing standby pumps for the lift stations in case of a hurricane. Planner Erin Burke went over her report and commented that last month was a slow permitting month but that she has issued 3 new house permits today. She also reported that a demolition permit was issued for the Weeping Radish; they will be tearing down the restaurant portion but leaving the sub floor to preserve the foot print for previous CAMA permits that were issued. Mrs. Twiddy informed the Board that the owners of the property are maintaining their water bill by paying the minimum and that the building has a 108 seat restaurant allocation. Mrs. Burke's understanding is that they have an agreement with CAMA and as of right now it is a restaurant and has been maintained as that use even though it has not been open. CAMA has indicated if

they leave the pilings and subfloor it will preserve the footprint. She does not have a start date for the demolition. Public Works Rodney Murray commented that they have been doing their regular duties and also cleaning up the parks for the summer. Dockmaster Carl Jordan went over his report and informed the Board that the docks have been full and expect a busy season. The Board had asked at a previous meeting that Mr. Jordan compile a comparison of other marinas commercial boat rates and present it at their July meeting.

Commissioner Wickre asked about the shrubbery along Agona Street especially the corners and who takes care of trimming that and that it hard to see around. Mr. Murray commented that if it is hanging over on the sidewalks they do but if it is on their property it is up to the homeowner to take care of it. Mrs. Burke commented she knows what corner Commissioner Wickre is talking about and they have had that problem in the past and that it blocks the vision triangle. Mrs. Burke will write the property owners a letter.

Department Head reports continued with Barry Wickre Maritime Museum who went over his report. Mr. Wickre reported that they have done a lot of repair work on the docks; re-screwed boards and placed bumpers on the pilings. He also said that they have started the Tuesday night sail and that things were picking up at the museum. Steve Jozik, IT went over his report and he has been busy with working on the network at the temporary town hall and that the County has been most helpful with our phone system. He also reported that he is pretty sure that the County will be funding the laptop program for sixth grade students.

SUBJECT: Presentation by Warren Eadus Shallowbag Bay feasibility and engineering dredging study. Mr. Eadus reported that the Town engaged Quibble to perform a water depth and Submerged Aquatic Vegetation (SAV) survey of Doughs Creek Canal and to pursue a CAMA permit to perform maintenance dredging of the channel. The request to pursue dredging of Doughs Creek was prompted by several Town working watermen who are having difficulty using the channel. The results of the survey revealed that the channel continues to shoal and maintenance to make the channel usable is necessary. Report of the study will be made a part of these minutes. Mr. Eadus gave the Board a quick background of Ice Plant Island/Festival Park and the issues with navigation. By a legal binding agreement the N.C. Department of Cultural Resources is supposed to maintain the channel which has not been done. A matching grant was given to the Town by the Division of Water Resources for the study. Mr. Eadus discussed the Board could possibly do the removal of the 1,000 feet in Doughs Creek canal and that it is not feasible for the Town to take on the entire project; a small project would range from \$40,000 to \$60,000. Discussion took place on where the dredge spoils could be placed. Commissioner Collins would like a letter sent to Senator Bill Cook to help get the N.C. Cultural Resources to honor their agreement. Cultural Resources agrees that they are obligated to do it but do not have any funding. Marking of the channel was discussed and Mr. Eadus commented that if the Town marked the channel then they could be held liable and that the Coast Guard and Army Corp of Engineer should be contacted to mark it. The Coast Guard removed the markers because the channel no longer met the depth requirements because of the shoaling. Mr. Skinner commented that we plan on trying to do the small project of

removing 1,000 feet and we can also reduce the scope and go back to the Cultural Resources to see if they could do that.

MOTION: By Commissioner Peele seconded by Commissioner Collins for Quibble to apply for grants for the dredging project was approved by the following vote: Ayes: Commissioner Collins, Peele Wickre, Burke, Fry and Walker. Noes: None. Absent: None

SUBJECT: Budget Amendment #13 additional repairs to Town hall and Police Department – this was discussed at a previous meeting and the Board asked that staff see if the prices could be reduced. Staff went back to the builder and they dropped their profit to 12% and by using fixed windows; painting instead of wallpapering some of the areas reduced the price by \$10,710.69. This price does not include the remodeling to make areas more secure for the Police Department or reception area.

MOTION: By Commissioner Peele seconded by Commissioner Wickre to approve budget amendment #13 was approved by the following vote: Ayes: Commissioner Collins, Peele Wickre, Burke, Fry and Walker. Noes: None. Absent: None

A break was taken at 5:30 pm

SUBJECT: Approval of Police Separation Allowance-This item was discussed at the June 3rd meeting and was postponed to the workshop meeting waiting additional information.

MOTION: By Commissioner Peele seconded by Commissioner Wickre to approve police separation allowance was approved by the following vote: Ayes: Commissioner Collins, Peele Wickre, Burke, Fry and Walker. Noes: None. Absent: None

SUBJECT: Discussion of Newsletter Commissioner Wickre was asking for the Board's input about the newsletter. It was discussed that the information placed in the newsletter could easily be placed on the Town's website and Facebook page. By the time the newsletter came out it would be old news. There was discussion on keeping the website current and updated and it makes sense to have the front page of website kept current. Mr. Skinner is to talk to IT Steve Jozik about updating the front page of the website and keep it more updated. Consensus of the Board is to remove the newsletter from the project list.

PUBLIC HEARING Budget FY 2015-2016

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

No public comments.

MOTION: By Commissioner Peele seconded by Commissioner Collins to exit the public hearing Commissioner Peele withdrew her motion to exit the public hearing and Commissioner Collins withdrew his second was approved by the following vote: Ayes: Commissioner Collins, Peele Wickre, Burke, Fry and Walker. Noes: None. Absent: None

MOTION: By Commissioner Peele seconded by Commissioner Wickre to recess the Public Hearing until Wednesday, June 24th at 6:00 pm at the Dare County Administration Building, 954 Marshall C. Collins Drive, Manteo, NC Room 238 was approved by the following vote: Ayes: Commissioner Collins, Peele Wickre, Burke, Fry and Walker. Noes: None. Absent: None

SUBJECT: Discussion and consideration of FY 2015-16 Budget- The only two items that the Board discussed were funding of the merit pay and COLA. Mrs. Twiddy explained that the 2% was just for the funding not the actual amount that the employee would receive; the amount received would be based on their outcome of their evaluation. Consensus of the Board was to keep the 2% merit pay in the budget. A lengthy discussion took place on the COLA; it was suggested 1% of their pay and 1% of the total wages of all and divided by 30 employees. After much discussion on employees' and the fairness of a COLA not benefitting those who earned less money, the Board would like to add a salary review to the project list. Consensus of the Board was to keep the 2% COLA in the budget.

MOTION: Commissioner Burke seconded by Commissioner Peele to recess at 8:15 pm until June 24th, 2015 at 6pm at the Dare County Administration Building room 238 was approved by the following vote: Ayes: Commissioner Burke, Peele, Fry, Walker, Collins and Wickre. Noes: None. Absent: None

This the 17th day of June 2015

ATTEST:

Mayor Jamie Daniels

Becky Breiholz, Town Clerk