

MINUTES

The Town of Manteo Board of Commissioners held their recessed March 7, 2012 meeting in the Manteo Town Hall meeting room, March 21, 2012 at 4:00 p.m.

The following members were present: Mayor Jamie Daniels
Commissioner Nancy Peele
Commissioner David Farrow
Commissioner Richie Burke
Commissioner Christine Walker

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

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

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

SUBJECT: Department Head reports- were given to the Board at their regular meeting for review and will be on file for one year. Public Works Director James McCleave went over his report and reported on the white substance that was on the columns at the cemetery and that he did get that removed but did not know what it was. Planner Burke went over her report and gave the Board information on the rain barrels that the Town has purchased for resale; litter pick up day will be April 14th. Mr. Boutchyard gave a building permit report to the Board and that most of Hurricane Irene repairs are done and the 7-11 will be going to the Planning Board in April. Mr. Jordan went over his report and the showed the Board his new boating brochure. Barry Wickre officially opened the boathouse on Monday, has two volunteers and have been cleaning up the boathouse; have set up a face book page; had inquiries on the sailing school. Mr. Jozik went over his report and he is working with Commissioner Peele about updating the website design, there will need to be a budget amendment. He also informed the Board that there are funds available through Channel 20 to upgrade our slide show to a video slide show and would like permission from the Board to apply for this. Consensus of the Board for Mr. Jozik to apply for those funds to update our slide show on Channel 20. Chief Haskett went over his report and gave the Board a report on the newly installed camera system and was able to catch a truck that damaged the

flowers at the roundabout; and for the most part the cameras are working pretty well. Mr. Pharr went over his report and reported that the pump station at East Hammock will be finished by Friday and West Hammock should be finished within two weeks. Mr. Skinner commented that once those projects are completed then we will be able to get reimbursement from FEMA. Mr. Pharr also commented about the high chlorine levels in the system and asked the Board to let him know so they can flush out the lines in those areas. It is not a level that is harmful just a little higher than normal.

Finance Officer Shannon Twiddy reported to the Board about the Dockmaster waterfront condo space at 207 Queen Elizabeth Street; she sent a letter with the Board's offer of \$800 a month all inclusive and South Bank countered with \$850 a month all inclusive and will offer first refusal to purchase when it comes available for sale, excluding any bona fide offer from a third party to purchase the entire commercial space from the bank. They are also asking for collection of rent to be retroactive to November 1, 2011 in the amount of \$4,250 upon acceptance of these terms. Mrs. Twiddy reported that the funds are available as this was budgeted because of our offer to purchase from the previous owner. The Board would like this placed on the April agenda for action.

SUBJECT: Project List-Festival Park dredging still is the same as previously discussed there are no funds. The oyster reef was discussed and Ms. Burke spoke with Mr. Frank Jennings from CAMA and there are some barriers to something that they thought was simple; instead of a General CAMA permit it will need a Major CAMA permit and there are more steps that need to be taken because they are putting the shells out in the water for placement; if placement of the shells was at the shoreline it would be simpler. She has contacted Warren Eadus and asked him to be our contact for this project. We had thought it had been under a General CAMA permit but because they are putting them out in the water it is a Major CAMA permit. Ms. Burke received a rough draft from Mr. Booth about the clean up of the zoning ordinance yesterday and she is still reviewing but she will try to get those back to Mr. Booth so that they can possibly review at their April meeting.

Mayor Daniels reported to the Board about the Board of Education's request from Dare County for funds to expand Manteo Elementary School and they will need 4 million dollars for the expansion; there aren't any funds available; there are some available classrooms at other schools and that they would use those before they borrowed 4 million dollars.

Commissioner Burke brought up the boardwalk repair project and was told all the fixtures were removed and stored and will be placed back once we make the final

payment; Mr. Skinner also reported that the Roanoke Island Garden Club will re-do the flower beds down there and we will furnish them the materials.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Burke seconded by Commissioner Walker the meeting was adjourned 4:50 at pm was approved by the following vote: Ayes: Commissioner Walker, Burke, Peele. Noes: none. Absent: Collins and Fry

This the 21st of March 2012

Jamie Daniels, Mayor

ATTEST:

Becky Breiholz, Town Clerk