

MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room May 4, at 6:30 p.m.

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

The following member(s) were absent: Commissioner Hannon Fry
Commissioner Christine Walker

Also present at the meeting were: Town Manger Kermit Skinner
Finance Officer Shannon Twiddy
Town Attorney Wyatt Booth
Town Clerk Becky Breiholz
Planner Erin Burke

Mayor Daniels called the Regular meeting to order at 6:40 pm with a moment of silence followed by the Pledge of Allegiance.

SUBJECT: Adoption of Agenda as presented or amended-Mayor Daniels would like to add to the Town Manager's agenda Resolution 2016-02 of support for Oyster Beds and remove Budget Amendment #15 and place on the mid-month recessed meeting for discussion.

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

SUBJECT: Approval of the items on the Consent Agenda: Regular Meeting Minutes April 6, 2016; Minutes from the Recessed Budget Retreat April 8, 2016; recessed workshop April 20, 2016 minutes,

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

PUBLIC COMMENTS –Mayor Daniels stated that **Members** of the public are invited to address the Board of Commissioners on any topic. Please come forward to the podium and identify yourself so that your statements can be taped (3 minutes per person; 5 minutes per group) If anyone wishes to speak later in the meeting on a listed agenda item, please state your name and the agenda item and you will be recognized at that time. Action on items brought up during the Public Comment period will be at the discretion of the Board. Public Comment is not intended to require the Board to answer any impromptu questions. Speakers will address all the comments to the Board as a whole and not one individual Commissioner. Discussions between speakers and members of the audience will not be allowed.

None-

TOWN MANAGER’S AGENDA

SUBJECT: Resolution of Support for oyster restoration to enhance the coastal North Carolina environment and economy. The General Assembly is preparing to enter the 2016 short session and there are several proposed bills designed to buttress the state’s oyster industry. If the oyster industry gains traction as it has in neighboring Virginia, Dare County and Town of Manteo Residents are poised to benefit considerably. The attached resolution will convey The Town of Manteo’s support for NC oyster restoration to the General Assembly. Oyster restoration has the potential to create long-term economic development in North Carolina’s coastal economy, most notably in its rural coastal communities. The benefits of oyster restoration for rural economies are echoed in two of the state’s most important economic development planning documents. Both the North Carolina Jobs Plan and the 2014 Report recommend the recruitment and homegrown development of seafood value-add production. Oyster restoration meets this goal by improving coastlines, increasing fishing yields, and encouraging greater supply of seafood. Oyster restoration also improves rural assets such as hunting and fishing, encouraging tourism and outdoor activities that are key to many coastal communities, Town of Manteo included.

MOTION: Commissioner Wickre seconded by Commissioner Peele to approve the Resolution 2016-02 was approved by the following vote: Ayes: Commissioners Peele, Burke, Wickre and Collins. Noes: None. Absent: Fry and Walker

COMMISSIONERS AGENDA

SUBJECT: Discussion of dog park – Commissioner Wickre commented that the concept was discussed at the budget workshop retreat and would like to pursue the establishing of a dog park. She is looking at the property next to the Town Hall and the

cost should be minimal. They would need to place a fence around the property and place a water line for a fountain. She wanted to get a consensus from the Board if they would like her to pursue getting costs and bring back to the Board. There was no objection from the Board.

PLANNER'S AGENDA

SUBJECT: Discussion of building a new public restroom at Magnolia Market. Planner Erin Burke received a draft sketch of the project but has not received an estimate so she went online and got some cost estimates for fixtures. In the sketch they are moving the Pirate Adventure down one stall which is the same amount of space. This will allow for expansion of the exiting bathrooms. Estimate costs for wall mounted fixtures is \$300 to \$400; hand dryers \$400 each; \$200 for diaper changing station. She has no cost estimate on finishes. Consensus of the Board was for this to be placed on the mid-month meeting for discussion.

FINANCE OFFICER AGENDA

SUBJECT: Presentation of the FY 2016-17 Budget-Finance Officer Shannon Twiddy presented the Board with a draft agenda in one packet and the narratives in another to help make it easier to go through the budget by line item. Mrs. Twiddy gave a summary of the General Fund Revenue. The budget was prepared with no tax increases and is an operational budget. Proposed use of undesignated fund balance has been identified at \$99,679.00 to balance the budget and the percentage of undesignated fund balance has been estimated conservatively at 75.67% as of June 30, 2016 and meets Manteo's 75% minimum policy. There is a decrease in shared revenue of occupancy tax and land transfer tax of \$37,096 and this is the fifth year in a row that revenue forecasting has tracked a trend in the decline of shared revenues. This reduction is related to the other towns and county continuing to increase their tax rates resulting in a higher ad valorem assessments for them. The Board will start reviewing the budget at their May 18th recessed meeting. The Board discussed items on the workshop agenda and consensus was to cancel the department heads reports to allow for more time.

Board Concerns:

Commissioner Wickre gave the Board an update on Dare Day. She also wanted to commend Police Chief Haskett for doing a good job in light of the vandalism that is taking place at the waterfront.

Commissioner Peele commented that the newly paved roads are looking good.

A 5 minute break was taken at 7:35 pm

CLOSED SESSION NCGS 143.318.11 (a) 2 prevent disclosure of honorary award.

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

Nomination for Dare Days-

MOTION: Commissioner Collins seconded by Commissioner Peele to exit the closed session was approved by the following vote: Ayes: Commissioners Burke, Wickre, Collins, and Peele. Noes: None. Absent: Fry and Walker

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Peele seconded by Commissioner Collins the meeting was recessed at 7:45 pm until 4:00 pm May 18, 2016 was approved by the following vote: Ayes: Commissioner Burke, Peele, Collins and Wickre. Noes: none. Absent: Fry and Walker

This the 4th day of May 2016

Jamie Daniels, Mayor

ATTEST:

Becky Breiholz, Town Clerk