

## MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room October 1, 2014 at 6:30 p.m.

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

The following members were absent: Commissioner Hannon Fry

Also present at the meeting were: Town Attorney Wyatt Booth  
Town Clerk Becky Breiholz  
Planner Erin Burke

Mayor Daniels called the meeting to order 6:40 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 to add under Commissioner's Agenda Dredging of Dough's Creek.

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

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

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

**SUBJECT:** Approval of Minutes of Regular September 3, 2014 meeting

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

**SUBJECT:** Approval Minutes Recessed Workshop September 17, 2014

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

#### PUBLIC COMMENTS

Jan Underwood Agona Street and with the Manteo Lions Club came tonight to inform the Board about the Visually Impaired Fishing Tournament that they do every year and that it will be at Festival Park with fishing done along the piers. There will be approximately 575 Lions from 77 Counties plus 400 volunteers for the 3 day event.

Sarah Benson Agona Street wanted to inform the Board about the Town's Fall Litter Pickup "Talking Trash." It is the 4<sup>th</sup> annual trash pickup and will be held on November 15 from 9 am. With the support of the Town they provide donuts in the morning and pizza for lunch and always has a good turnout.

#### TOWN MANAGER'S AGENDA

**SUBJECT:** Discussion and consideration of bids received for the Gilbert Street Re-paving project. This project has been discussed for several months and the Board asked staff to get cost estimates and once those were received the Board asked that this be put out to bid. Derek Dale with Quibble is here tonight to answer any questions the Board may have. They recommend the low bidder of Barnhill Contracting Co in the amount of \$51,949.78

**MOTION:** Commissioner Collins seconded by Commissioner Peele to accept the bid from Barnhill Contracting and to direct staff to enter into a contract with Barnhill for the paving project of Gilbert Street was approved by the following vote: Ayes: Commissioners Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: Fry

#### MAYOR'S AGENDA

**SUBJECT:** Request from the Manteo Preservation Trust for funding for the Dare County Courthouse belfry restoration. Bebe Woody, Chair of the Preservation Trust came to the Board's September workshop with a letter asking for help in funding the project; even though the project is done they had some cost overruns that were not expected. The Board asked that this be placed on the October agenda for consideration. They are asking for \$3500 to support this project and help them move forward with Phase II of the project that will allow them to be nominated to the National Register of Historic Places. The Board asked if the County was helping with this cost and Bebe Woody responded that they are working on that. Sarah Benson explained that the cost overruns were due to the fact that the bell fell through the roof and had to be shored up with double sheeting of wood.

**MOTION:** Commissioner Walker seconded by Commissioner Collins to have a Budget Amendment done for \$3500 for Manteo Preservation Trust was approved by the following vote: Ayes: Commissioners Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: Fry.

## **COMMISSIONER'S AGENDA**

**SUBJECT:** Discussion of parking east of Essex Street-Commissioner Peele. In February 2003 the NCDOT did a parking study for the Town and in that study it stated that marked parking spaces are considered more inviting and driver friendly. The study also stated without markings, on street parallel parking spaces can create inconsistency in number of vehicles that are parked. Commissioner Peele also presented the Board with some pictures of how vehicles are parked downtown showing that if they were parked correctly you could gain a space or two in places. The Board asked staff if the marking of spaces could be done and Erin Burke responded that any markings would have to be approved by NCDOT, then the Town could do the markings but it would probably be better if the Town hired a contractor to do those markings professionally. It was also commented that NCDOT planned on milling down Queen Elizabeth Street next year. The Board discussed marking parking spaces on Queen Elizabeth, Sir Walter Raleigh and Budleigh Street and would like staff to contact NCDOT for approval and report to the Board at the workshop meeting.

**MOTION:** Commissioner Peele seconded by Commissioner Wickre to have staff contact NCDOT about marking spaces on Queen Elizabeth, Sir Walter Raleigh and Budleigh Streets was approved by the following vote: Ayes: Commissioners Burke, Wickre, Collins, Walker and Peele. Noes: None. Absent: Fry.

**SUBJECT:** Dough's Creed dredging project. This project has been discussed on numerous occasions. The Town and North Carolina State entered into an agreement regarding Festival Park one of the conditions was that they maintain the dredging around Festival Park which they have not done. Over the years it has started shoaling and the only access to the sound is through the canal. Mayor Daniels had asked the person who wrote the grant for Pirates Cove if would they be interested in helping write a grant for the Dough's Creek project and after no response the Board directed staff to contact Warren Eadus with Quibble. In response to that request the Town received a letter from Mr. Eadus with the goal for this work to determine if research and preparation of Grant application for the maintenance dredging of the Dough's Creek Canal is feasible and what those costs will be. The scope of Quibble's services that are listed in his letter not to exceed \$5832.00 (his letter will be made a part of these minutes)

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

Commissioner Walker asked about the Uppowoc Street sidewalk and Derek Dale with Quibble gave the Board an update and have started laying pipe. Commissioner Walker commented that the water at the water fountain has been cut off. Mr. Dale will check into that tomorrow.

Commissioner Peele commented that the playground is completed and the Manteo High School homecoming parade is next Friday.

Commissioner Wickre informed the Board of upcoming events at the Maritime Museum. She also informed the Board that the OBX Marathon is coming up in November and she is on the Committee. It had been discussed in the past about charging for the Town Services to the Marathon since all the other Towns now charge for overtime and other services. Our biggest expense is the Public Works Department and overtime. The Board would like staff to prepare a cost analysis of Town services associated with the Marathon for their review at the workshop meeting.

Commissioner Burke asked about closing Sir Walter Raleigh Street for Halloween that was brought up at the last meeting. Consensus of the Board is to close Sir Walter Raleigh for Halloween.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Wickre seconded by Commissioner Collins the meeting was recessed at 7:40pm until October 15, 2014 at 4 pm was approved by the following vote: Ayes: Commissioner Peele, Walker, Burke, Wickre and Collins. Noes: none. Absent: Fry.

This the 1<sup>st</sup> day of October 2014

ATTEST:

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Jamie Daniels, Mayor

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Becky Breiholz, Town Clerk