

MINUTES

The Town of Manteo Board of Commissioners held their October 1, 2014 recessed meeting October 15, 2014 at 4:00 pm at the Manteo Town Hall meeting room.

The following members were present:

- Mayor Jamie Daniels
- Commission Darrell Collins, Mayor Pro Temp
- Commissioner Richie Burke
- Commissioner Nancy Peele
- Commissioner Christine Walker
- Commissioner Hannon Fry
- Commissioner Martha Wickre

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; Department Heads: Water and Sewer Josh O'Brien; Public Works James McCleave; Police Chief Vance Haskett; IT Administrator Steve Jozik; Maritime Museum Director Barry Wickre; Dockmaster Carl Jordan; Planner Erin Burke

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

SUBJECT: Department Head Reports-

Water and Sewer Department Josh O'Brien reported that the plant is doing good and no violations. Carl Jordan, Dock Master reported that the Manteo Marina billboard has gone up in Coinjock and that the marina had a good summer. Maritime Museum Director Barry Wickre reminded the Board of the Wooden Boat Show that will be downtown at the Museum October 25th. He also reported they have received some new sponsors and gave an update on projects-events; repairs; volunteers and Facebook statistics.

Town Manager Kermit Skinner informed the Board that he received an email from Frank Hester about the Coast Guard life boat that is on display and on loan at Collins Park. Mr. Hester informed him that the Coast Guard will be taking that boat to New Jersey for restoration and we will no longer have a boat. Commissioner Collins commented that he thinks the Coast Guard is going to build a replica.

Planner Erin Burke commented that she is working with Fred Featherstone, Building Inspector for the County and that so far the inspections have been going well. She also will be issuing a building permit for the Dollar General possibly next week. Public Works Director James McCleave let the Board know that the March of Dimes Walk is next weekend and his department always helps out with that. Steve Jozik, IT Administrator commented that the playground video is finished and posted to Facebook. He also stated that they will be doing 2

videos of the Roanoke Marshes Lighthouse; one video on the history and the other one with former Commissioner David Farrow on the operation of the lighthouse as he served on the Marshes Lighthouse.

Commissioner Walker asked if the laptops were done this year for the middle school students. Mr. Jozik responded "no," "we were told that the County was providing them." It seems that Dare County is only going to be giving them to high school students and it has been delayed until December but Mr. Jozik will check with his contact at the school. Commissioner Walker would like this be added to the November agenda with information on the laptop program for middle school students who reside in Manteo and have a budget amendment prepared.

Chief Haskett went over his report and informed the Board that they had a stabbing and a breaking and entering. The suspect in the robbery was arrested and the victim of the stabbing is in the hospital.

SUBJECT: Report on marking parking spaces downtown-Mr. Skinner reported that he contacted Jerry Jennings with NCDOT and thinks he misunderstood his question and was going to prepare a pros and cons list of marking spaces for Mr. Skinner. He has since contacted Mr. Jennings back and asked, what we want to know is that if the Board approves the marking of spaces would NDCOT approve it. He will let the Board know as soon as he receives that information.

SUBJECT: Report on Town Cost associated with the OBX Marathon. This was brought up by Commissioner Wickre at the regular October monthly meeting. The Board asked staff to get them some cost figures of what the Town spends for the OBX Marathon in overtime to Public Works and the Police Department and for the cost of trash pickup and removal. All the other Towns now charge the OBX Marathon for the services they use. Because we are the end of the marathon we have more involvement than other Towns since they only run through those Towns. Estimated Equipment cost for the trash truck at 12 hours with a rate at \$100 per hour is \$1200 plus tipping fees estimated at \$500. The Overtime wages for the marathon event last year was \$4251.62. The estimated total that the Town pays for the Outer Banks Marathon is \$5,951.62. Commissioner Wickre stated that if we charge them that the impact of charging them may cause them to change their location of the finish line. This would affect the businesses. She also commented that we don't have to bill them for the full amount. The Board instructed Mr. Skinner to contact Lynda Wood, with the Outer Banks Marathon and let them know as soon as possible that there will be the possibility of the Town charging for services like the other Towns do. Commissioner Peele suggested we charge them this year for the trash and next year look at the whole picture

SUBJECT: Review Project List-Mayor Daniels went over the project list and the bulb outs on Sir Walter Raleigh are done with a few minor touch ups and that the plantings have been ordered. The Board would like staff to have reflectors put down the middle of the road on Sir Walter Raleigh for visibility purposes. Mrs. Burke

commented on the cost estimate for the walkway at the water garden park and she will get estimates from contractors. She also informed the Board that a pump there had burned out but that has been fixed. Commissioner Wickre reported that the newsletter is in progress. Mayor Daniels stated that the businesses now meet on a regular basis. The fishing tournament can be placed on the completed list. Commissioner Peele and Wickre are working on the expansion of the Christmas decorating/lighting. Mayor Daniels asked that on the dredging item that the summary be changed to contract with Quibble.

COMMISSIONER'S/STAFF CONCERNS

Commissioner Fry wanted to know what was being done about the jet pack truck that parks at the board ramp and restricts access to the boat ramp. He does not think commercial activity should be allowed to use that area as a business location, only the dropping off and picking up should be allowed. He would like to staff to work on an ordinance restricting commercial activity at the public boat ramp. Commissioner Fry would also like a sign put up that informs kayakers that the kayak launch is over at Festival Park. He would like this on the November agenda for discussion.

Kermit Skinner let the Board know that the oyster bag shells will be done on Saturday and the goal is to stop the erosion of the shoreline and afterwards there will be an oyster roast. Commissioner Peele commented that there will be a ribbon cutting on October 29 for the playground; and that she is doing a trick or treat event at the boathouse.

MOTION: Commissioner Burke seconded by Commissioner Collins to adjourn at 5:05pm was approved by the following vote: Ayes: Commissioner Walker, Peele, Collins, Fry, Burke and Wickre. Noes: None. Absent: None.

This the 15th day of October, 2014

ATTEST:

Mayor Jamie Daniels

Becky Breiholz, Town Clerk