

## MINUTES

The Town of Manteo Board of Commissioners held their October 3, 2012 Recessed session in the Manteo Town Hall meeting room, October 17, 2012 at 4:00 p.m.

The following members were present:

- Mayor Jamie Daniels
- Commissioner Darrell Collins
- Commissioner Christine Walker
- Commissioner David Farrow
- Commissioner Nancy Peele
- Commissioner Richie Burke

The following members were absent: Commissioner Hannon Fry

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

Mayor Daniels called the meeting back to order at 4:05 pm and stated that the agenda needed to be amended to remove Budget Amendment #2 and the Presentation of the Audit and add closed session for acquisition of property.

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

**SUBJECT:** Department Head Reports-Given to the BOC at their regular October meeting and will be kept on file for one (1) year. James McCleave went over his report and gave an update of re-establishing the basketball court at Dare County; Nathan Pharr informed the Board that Jameel Golden recently passed his exam to be a licensed operator at the plant and he passed the cross-connection test and the department has licenses and backup licenses in place and the training program continues so that if someone leaves their will be someone to take their place. Barry Wickre reported to the Board about the Seafood Festival is this weekend in Nags Head and the Wooden Boat Show will be held downtown Manteo October 27. Chief Haskett was asked by the Mayor to tell the Board what the in service training entails. Chief Haskett commented that in service training are courses that have to be taken and passed to keep their law enforcement certification. The organizers of the Blue Grass Festival that was held at Festival Park last weekend donated \$1,000 to the Police Department because they were so happy about the assistance that they provided. The \$1,000 gift will go into the general fund and then be disbursed to the police department budget. Steve Jozik, IT working with the Mayor on

cutting and editing video; he is working with the Channel 20 committee about a news broadcast. Derek Boutchyard stated he has issued some new construction permits.

**SUBJECT:** Discussion of Space Needs study, Capital Improvement plan and Water and Sewer rate study. A presentation was given to the Board by the Wooten Company at their September workshop meeting. To close out the project the Rural Center will require that the Town adopt these documents; it does not mean you have to do everything in the documents and the Board can change it at any time. The Board had asked that this be placed on the workshop agenda as an action item.

**MOTION:** Commissioner Burke seconded by Commissioner Walker to approve the Space Needs Study, Capital Improvement Plan and Water and Sewer rate study done by Wooten Company with recommendations approved by staff and with water –sewer rates effective January 1<sup>st</sup> was approved by the following vote: Ayes: Commissioners Farrow, Burke, Walker, Peele and Collins. Noes: None. Absent: Fry

**SUBJECT:** Discussion of establishing a curfew-This was discussed at the BOC regular October meeting because of all the vandalism and was placed on the workshop agenda for discussion. Chief Haskett thinks that a curfew is needed; we are not doing this just for vandalism; we are doing this for the child's protection. He stated once we identify the child and get their information, contact their parents and take them home. Chief Haskett thinks that they should give them a warning the first time and then ticket them and fine whatever fines the Board sets. Chief Haskett recommends the curfew times from 11 pm to 5 am for those under 18 years of age. It was suggested to not target one area but the whole town. Mr. Skinner has solicited from other Towns curfew ordinances and has received input from the Town Attorney. Mr. Skinner will talk with the attorney and have him draft something for discussion at the November regular meeting and schedule a public hearing for the December agenda. This is a codified ordinance and does not require a public hearing but the Board would like to have one so that they can receive input from citizens.

Commissioner/Staff concerns – comments.

Commissioner Peele asked about the lighting around town; thinks the boat ramp needs lighting staff will check into that and get it fixed. Commissioner Peele asked if there had been any complaints about the public restrooms and Mr. Skinner commented that he has not received any complaints.

**MOTION:** Commissioner Walker seconded by Commissioner Burke to enter into a closed session NCGS 143.318.11 (a) 5 acquisition of property was approved by the following vote: Ayes: Commissioners Farrow, Burke, Walker, Peele and Collins. Noes: None. Absent: Fry

**SUBJECT:** NCSS 143.318.11 (a) 5 acquisition of property next to Collins Park Cookhouse Museum.

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

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 at 5:20 pm was approved by the following vote: Ayes: Commissioner Peele, Farrow, Walker, Burke Collins. Noes: none. Absent: Fry

This the 17<sup>th</sup> day of October 2012

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Jamie Daniels, Mayor

ATTEST:

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Becky Breiholz, Town Clerk