

## MINUTES

The Town of Manteo Board of Commissioners held their September 2, 2015 recessed meeting September 16, 2015 at 4:00 pm at the Dare County Administration Building, 954 Marshall C. Collins Drive, Manteo, Room #168

The following members were present:

- Mayor Jamie Daniels
- Commissioner Nancy Peele
- Commissioner Richie Burke
- Commissioner Martha Wickre
- Commission Darrell Collins, Mayor Pro Temp
- Commissioner Hannon Fry (arrived 5pm)

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

Also present at the meeting were: Town Manager Kermit Skinner; Assistant Town Mgr. /Finance Officer Shannon Twiddy; Town Clerk Becky Breiholz and Department Heads: Planner Erin Burke; Public Works Rodney Murray; Water and Sewer Nathan Pharr; Dock Carl Jordan; Museum Barry Wickre; IT Steve Jozik; Police Chief Vance Haskett

Mayor Daniels called the recessed meeting to order at 4:05 p.m. and adjusted the agenda to remove item #8 since the Planning Board has not reviewed the ordinance yet and item #11 the project list and the Commissioners can review that on their own time. He also allowed James McCleave Public Works Director to give his department head report as he had to leave. Mr. McCleave reported that it is business as usual and asked the Board if they had any questions for him. Mr. Skinner thanked Mr. McCleave and Mr. Pharr for their departments work on cleaning out a main storm water drain. He was also asked if the tree lights had been removed which they had.

EMPLOYEE RECOGNITION- Mayor Daniels presented Kim Espinoza with her 15 year plaque of service to the Town of Manteo.

EMPLOYEE RECOGNITION- Mayor Daniels presented Steve Jozik with his 10 year plaque of service to the Town of Manteo.

Presentation from the Lions Club VIP Fishing Tournament-Bob Walton, President of the Board of Directors of the Fishing Tournament for the Visually Impaired Person (VIP). They have been doing the VIP Fishing tournament for 34 years which brings hundreds of visitors to the Outer Banks not only from across the state; across the country and but internationally. It is a 3 day tournament and they fish on four piers and two head boats; all the food is donated or at cost; hotels are at a discounted rate and they get a lot of local support. The Lions Club has to raise between \$250,000 and \$260,000 a year which they do with various fund raisers. In talking with people they found that not everyone knows what they do so they received a grant from the

Outer Banks Tourist Bureau to produce a video which was shown to the Board. The tournament is held the week after Columbus Day and this year's tournament is October 19 through October 21. After the video Bill Hood and Mrs. Walton highlighted that it could not be done without all the volunteers that are both local and those who come with the visually impaired person. They informed the Board that if they wanted to volunteer they could go to the North Carolina VIP Fishing tournament web site.

Department Head reports – Carl Jordan went of his report and that the marina is still getting boating clubs coming in and that it was a great summer and that two clubs are coming in for the Blue Grass Festival. Barry Wickre reported that it was a busy summer, the kids fishing tournament went well despite the rain, the Rotary Club will be doing a fishing tournament October 3 and using the park area as their headquarters; the wooden boat show is October 24 and then the Halloween haunted museum is October 31. Planner Erin Burke stated she has issued 5 building permits and that she is getting ready for her CRS audit. Steve Jozik went over his report and the issue with the Town's domain name has been resolved; working with the contractor about wiring issues and the layout of them at the Town Hall; and he thanked the Board their patience while he was out for his wife's surgery. Chief Vance Haskett reported that it was a good summer and the Police Department put on National Night Out in August at Cartwright Park and that we have acquired a Humvee through the LESS program at no cost to the Town. Commissioner Burke asked that the Humvee be used in the Christmas parade. Chief Haskett also gave the Board a report on the noise complaints received from the waterfront area. He stated the police received 4 complaints about noise at the playground since January 2015. He did report that they received about 10 or 11 complaints about the noise coming from Festival Park during their concerts. One of our officers Tom Renkosiak tries to do a bike patrol which depends on how many calls and all the officers do a foot patrol. Discussion took place on using a decibel meter to measure the level of noise and Chief responded we have a decibel meter but we do not have an ordinance with a specified level. The Board would have to decide if they want to use the meter at concerts only or for every event held downtown and set a threshold level of noise.

**SUBJECT:** Report Nathan Pharr on sewer lines Sir Walter Raleigh/Queen Elizabeth St. This was discussed at the September 2<sup>nd</sup> meeting and it was asked that when NCDOT is paving Sir Walter Raleigh/Queen Elizabeth that they remove the dips in the road and the Board wanted Mr. Pharr to make sure this is not from pipes collapsing. Mr. Pharr reported that they can camera the lines but it would have to be done during low flow hours and they would have to shut down areas, as for the dips there is also a settling issue and the pipes on Queen Elizabeth Street were replaced in 1990's and does not think there are faulty pipes but they can camera it. The area in front of the Tranquil House Inn is caused by stormwater as is on Croatan Street. On Sir Walter Raleigh it is still old pipes and those repairs are being done piece meal and that they can camera them as best they could with what funds they had and they can bring the footage for the Board to review. He cannot promise that the streets will stay in great shape as the pipes are old and does not think it is the pipes doing it but stormwater. Mr. Pharr also informed the Board that a resolution will be on their regular October meeting to approve the Local Water Supply Plan (LWSP) and we meet the requirements as established by the NC General Statutes.

**SUBJECT:** Report Erin Burke on solid waste costs. This was discussed at the September 2<sup>nd</sup> meeting and the Board requested more information to bring back to the workshop meeting for discussion. The Board asked Mrs. Burke to contact Bay Disposal and Waste Industries and research the cost, how to pay for it and how to make it mandatory to be discussed at the September 16<sup>th</sup> meeting. Nags Head is going town wide with recycling and purchasing the cans and collecting and then taking it to Bay Disposal; Southern Shores provides recycling which is paid for out of the property taxes. Mrs. Burke stated that the companies do not like to give a cost unless it is going out for bid but she prepared a spreadsheet showing the estimated costs from three disposal companies and will be made a part of the minutes; this is just for residential. We have 247 recycling roll out can customers now that do this on a voluntary basis and pay a company to pick it up once a week. Mayor Daniels was trying to figure out how much we would save and came up with an estimated figure of \$8,000. Mrs. Twiddy commented that would not be an accurate figure. Mr. Skinner commented that if the Board is looking for recycling to bring the cost down of waste that was not going to happen. Discussion took place on excessive commercial garbage and the fact that we pick up the dumpsters and there are items that the businesses bring back from the beach for us to dispose of. It was suggested contacting the larger commercial businesses to discuss the issue. Staff is going to look at the overall excessive dumpster use and come up with an idea for the Board to review at their October meeting.

**SUBJECT:** Report Erin Burke Historical District funding sources. The Board wanted to establish a historic district and this has been discussed at several meetings. To establish a historical district it is best to hire a consultant to file the application. Mrs. Burke commented that she has sent letters requesting funding to Outer Banks Community Foundation and Outer Banks Tourist Bureau but has not heard back. She also stated that Bebe Woody stated that there were private individuals who would also contribute but she has received no letters of commitment. One of the consultants is willing to back out some of their travel fees since Mrs. Woody has offered them a place to stay at no charge and would be around \$13,000. Mrs. Burke commented that she has some funds in her budget 20 year plan which could be used to hire a consultant.

#### Commissioner Concerns/Comments

Commissioner Wickre requested that we get a drop box so the people can leave their water bill payments after hours. She was informed that we have one at the old Town Hall which is under construction and we have closed that off. There are security issues at the temporary town hall which prevents us from having one, but we are finding that some people are slipping them under the door.

**MOTION:** Commissioner Burke seconded by Commissioner Wickre to adjourn at 5:50 pm was approved by the following vote: Ayes: Commissioner Burke, Peele, Fry, Collins and Wickre. Noes: None. Absent: Walker

This the 16<sup>th</sup> day of September 2015

ATTEST:

---

Mayor Jamie Daniels

---

Becky Breiholz, Town Clerk