

MINUTES

The Town of Manteo Board of Commissioners held their September 2, 2015 Regular session in the Dare County Administration Building meeting room 238, 954 Marshall C. Collins Drive, Manteo at 6:30 p.m.

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

The following members were absent: Commissioner Wickre

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

Mayor Daniels called the meeting to order 6:35 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 his agenda item C Resolution 2015-10 Supporting of Historic tax credit

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

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 Fry, Burke, Collins, Walker and Peele. Noes: None. Absent: Wickre

SUBJECT: Approval of Minutes of Regular July 1, 2015 meeting

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

SUBJECT: Approval of Minutes July 15, 2015 recessed workshop meeting

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

PUBLIC COMMENTS –

Mayor Daniels invited members of the public to address the Board of Commissioners on any topic or if anyone wanted to speak on a specific agenda item to state their name. (Sonny Shea resident of the waterfront condos on Queen Elizabeth Street would like to speak on the item on the Mayor’s agenda discussion of ordinance for waterfront playground and skate park to close at dusk.

DOCKMASTER’S REPORT –Dockmaster Carl Jordan was asked by the Board to research what other marinas charge for commercial boat dock fees and report back to them. Carl Jordan reported to the Board his findings of different marinas for commercial boats. Pirates Cove and Marshes Light are privately owned so is unable to do a comparison. Shallowbag Bay Club charges \$15 a foot for 1-5 month stay or \$10-12 a foot six (6) month stay cash. Broad Creek Marina charter boats pay \$3,000 a year per slip; Oregon Inlet charter fishing boats pay \$20 per foot and Washington City Docks pay \$7 a foot monthly and \$6.25 a foot yearly; Pelican Marina in Elizabeth City pay \$4.50 a foot per month pleasure boats and commercial. The Town fees are \$660 a month for the summer months of May through September; \$440 a month during the winter no business and \$660 a month off season with business. After discussion the Board concluded that the Town of Manteo Marina’s fee were in line with the other marinas.

TOWN MANAGER’S AGENDA

SUBJECT: Discussion and consideration of Stormwater Phase III project-
As per the Board's instruction Staff has entered into a contract with Quible and Associates for the design of Phase III of the Town's stormwater improvement program. The project would replace and relocate an existing aging stormwater line connecting Budleigh Street with Sir Walter Raleigh Street and move it from underneath a privately owned building and relocate it into a public right of way. NCDOT is planning to mill and repave Sir Walter Raleigh Street this winter and if the Board wishes to proceed with this project it is important that we complete the work we need to do on Sir Walter Raleigh Street before the new asphalt goes down. Mr. Skinner spoke with Warren Eadus and it will be possible to install and cap this portion of the project separately if the Board does not want to proceed with the entire project at this time. The cost estimate for the entire project is \$125,000.00 and we do not have a breakdown for the Sir Walter Raleigh Street portion at this time. Staff has also been in discussions with Dare County for a utility easement under the courtyard area behind the Old Courthouse for the placement of the relocated stormwater line. Once the final survey work has been completed we will have the Town Attorney draw up the formal easement document. Commissioner Hannon Fry asked that that when NCDOT is paving Sir Walter Raleigh/Queen Elizabeth that they remove the dips in

the road. Mr. Skinner commented that it was discussed and Water and Sewer Superintendent Nathan Pharr had used the camera on those lines to make sure nothing had collapsed. The Board would like Mr. Pharr at the September workshop to discuss sewer lines on these streets. Mr. Skinner has discussed this with Finance Officer Shannon Twiddy and there are funds in the budget. Mr. Skinner is asking the Board that once the design work is done to allow staff to put out for bid the project; it will then come back to the Board for final approval. Consensus of the Board to allow for the project to be sent out to bid once the design work is completed.

MAYOR'S AGENDA

SUBJECT: Discussion and consideration of text amendment to close the Waterfront Playground and the Skate Park at dusk. Mayor Daniels commented that this was placed on the agenda due to complaints received about activities at the waterfront playground. Sunny Shea at 207 Queen Elizabeth, waterfront condos wanted to first compliment the Board on the beautiful playground at the waterfront and that it is well used. Her second compliment was about the Police Department and their being very responsive when called because of activities that are going on down at the playground. She is asking that the Board consider removing the bell from the playground and to create an enforceable ordinance to limit activities. Both her bedrooms face the playground. The bell is rung at all hours of the night while she is trying to sleep and she believes it is not the intent of the Board for the playground to be used after dark; or used by adults who she has seen at the playground late at night drunk and naked. Commissioner Collins suggested that the bell be taken down and placed at the Cartwright Park playground. A discussion took place on establishing an ordinance like the one at Cartwright Park where that park is open from 7am to 9pm. Other items discussed were ways that it could be enforced and Town Attorney Wyatt Booth stated that it is much more complicated since it is a public area and is adjacent to a public dock walkway; he suggested using the current ordinance that address drunken or disruptive behavior. Consensus of the Board was to have the bell removed and have Police Chief Vance Haskett report on curbing the activity at the playground at the September workshop. The Board would also like the Planning Board to review the ordinance and make suggestions about having curfews at the park.

MOTION: Commissioner Collins seconded by Commissioner Fry for the Planning board to review ordinance and place a curfew was approved by the following vote: Ayes: Commissioners Fry, Burke, Collins, Walker and Peele. Noes: None. Absent: Wickre

SUBJECT: Discussion and consideration of appointment of a Commissioner to the Dare County Consolidation Committee. The Board received a letter from Dare County informing them that Dare County Board of Commissioners authorized Chairman Woodard to proceed with forming a committee to explore the consolidation opportunities that may be feasible between the County and the six Municipalities. Chairman Woodard is asking that the Mayor, Town Manager and one other of the Town Commissioners participate on this committee to explore potential cost savings and efficiencies that may be possible through consolidation. Chairman Woodard would like the group to meet on a monthly basis and to move forward he is

requesting to send him the names those who will be representing the Town of Manteo by Friday, September 11, 2015. Commissioner Hannon Fry commented that he has no problem sitting on the committee along with Mayor Daniels and Town Manager Kermit Skinner.

MOTION: Commissioner Walker seconded by Commissioner Peele to appoint Commissioner Fry to the Dare County Consolidation Committee was approved by the following vote: Ayes: Commissioners Fry, Burke, Collins, Walker and Peele. Noes: None. Absent: Wickre

SUBJECT: Discussion and consideration of Resolution 2015-10 supporting the Historic Tax credit be reinstated. This has been discussed in the past and the Board received a presentation from the State on how to go through the process of the Town becoming a historic site. This credit would help those that would like to restore historic buildings.

MOTION: Commissioner Burke seconded by Commissioner Fry to approve Resolution 2015-10 was approved by the following vote: Ayes: Commissioners Fry, Burke, Collins, Walker and Peele. Noes: None. Absent: Wickre

COMMISSIONER'S AGENDA

SUBJECT: Discussion of Commercial dumpsters/service fees and review of the solid waste ordinance. Commissioner Collins asked for more information from their July workshop meeting on how many dumpsters we service and the possibility of charging a fee. This has been discussed numerous times over the years. Tipping fees are \$76 a ton and the Board is looking for ways to reduce the overall cost of solid waste pickup. One of our interns did a research on our solid waste pickup and the Board would like to review that report and possibly update it with new figures. The Board discussed charging a dumpster fee, enforcing recycling, reducing service and mandatory recycling. Also discussed was the possibility of adding a flat rate to water bills or tax bills. Mrs. Twiddy commented that if it is added to water bills it would make it difficult to know who is responsible for the charge the renter or the property owner. Adding a flat fee to the property tax bill and how to incorporate that into the tax bill was discussed. Mrs. Twiddy commented that if it was added into the property tax rate it would be tax deductible and if just added as a yearly flat fee it is not tax deductible. For it to be deductible the Board would have to add that percentage into the tax rate increasing the tax rate and thereby increasing the Town's shared revenue. Commissioner Collins did not want to increase the tax rate. The Board can choose to make it an enterprise fund but it would lose money. Recycling was discussed and having all the businesses pay for recycling and 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.

SUBJECT: Discussion of sidewalk paving and street paving-Commissioner Fry. Commissioner Fry asked about who was responsible for storm drains on private property and was told that the property owner is responsible for them.

SUBJECT: Discussion Special events and Parks and Recreation-Commissioner Burke. Commissioner Burke reported that Nadine Daniels with the Special Events Committee has contacted Charles Massey to direct the Christmas pageant this year. Mr. Massey has directed the Lost Colony and other plays in the past and it will be another great event. The Board also discussed possibly changing the name of the Special Events Committee to differentiate it with Special Events that want to use the Town as a venue. It was suggested Town Sponsored Special Events or Holiday Special Events. The Special Events committee will be meeting on September 9 and Commissioner Burke will ask them for some ideas.

TOWN ATTORNEY'S AGENDA

SUBJECT: Discussion and consideration of Special events regulations and application. This was discussed at the July workshop meeting where Commissioner Wickre presented the Board with rules and regulations and an application for special events that are not Town sponsored and were made a part of the July workshop minutes. The Board asked Town Attorney Wyatt Booth to review those and make changes he thought necessary and to report back to the Board at their September meeting. Mr. Booth commented that he has added some items and sent those to Commissioner Wickre so that she can incorporate them into her existing documents. Mr. Booth also commented that the Board will need to formalize this into an ordinance and he will put one together for their review at next month meeting.

PLANNER'S AGENDA

SUBJECT: Discussion and consideration of National Historic District. The Board received a presentation in July from Scott Power with the NC State Historic Preservation office on the process of the Town to have a designated Historic District. He pointed out that the National Historic Register should not be confused with the Certified Local Government program designation and he suggested that the Town start with becoming part of the National Historic Register. Staff was asked to pursue the Town being on the National Register. Mrs. Burke commented that they are still seeking funding and are going to contact other sources and she will have all available funding available for the Board to review at the mid-month meeting. She has also received 2 proposals from consultants familiar with the process; one in Greenville and one in Durham.

FINANCE OFFICER AGENDA

Finance Officer Shannon Twiddy reported that the audit field work has been done and that it went smoothly and that the audit should be finished up by October

COMMISSIONER'S AGENDA

Commissioner Burke asked about the Weeping Radish demo and when was it going to be done and Mrs. Burke responded she is not sure when it will be done but they will give us notice when it is to take place.

Commissioner Collins reported that the surfboat at Collins Park and on loan from the Coast Guard has been restored and that they are planning on having an unveiling on October 11th. Commissioner Collins stated that the Pea Island Preservation Society, Inc. has applied for a grant to move the Pea Island Station to Collins Park and he wanted to have on record that this was still the intent of the Board of Commissioners since it was approved many years ago. Consensus of the Board that this was the intent to have the Pea Island Life Saving Station placed on the Collins Park property where the Pea Island Cookhouse is now located.

Commissioner Peele reported that the children's fishing tournament was a success, 49 children showed up in the rain. She is also in the planning stages of the Halloween event at the Boat House.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Burke seconded by Commissioner Fry the meeting was recessed at 8:30 pm until 4pm September 16, 2015 at the Dare County Administration Building was approved by the following vote: Ayes: Commissioner Peele, Walker, Burke, Fry, Collins. Noes: none. Absent: Wickre

This the 2nd day of September 2015

ATTEST:

Jamie Daniels, Mayor

Becky Breiholz, Town Clerk