

**Town of Sunset Beach
Monthly Council Work Session
June 17, 2014
9:00 am**

MINUTES

Members Present: Mayor Ron Watts, Mayor Pro-Tem Lou DeVita, Councilman Terry Johnson, Councilwoman Carol Scott, and Councilman Mike Williams

Members absent: Councilman Wilson Sherrill

Attorney & Staff Present: Susan Parker, Town Administrator; Sandy Wood, Building Inspections Department Director; Dustin Graham, Public Works Director; Lisa Joyner, Police Chief, Cindi Stephenson, Deputy Finance Director; Kevin Dempsey, Fire Chief, and Lisa Anglin, Town Clerk.

Agenda Amendments

Councilwoman Scott requested to add the Seismic Testing Resolution and the Island Street Lighting Discussions to the agenda. The Council agreed.

Public Comments

John Corbett 423 Sailfish Street – Commented about the Yard Debris Ordinance in regard to when the debris could be put out for collection.

Appointment of Acting Finance Director

COUNCILWOMAN SCOTT MADE A MOTION TO APPOINT SUSAN PARKER AS THE ACTING FINANCE DIRECTOR. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4-0 VOTE.

Appointment of Acting Budget Officer

COUNCILWOMAN SCOTT MADE A MOTION TO APPOINT SUSAN PARKER AS THE ACTING BUDGET OFFICER. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4-0 VOTE.

Consideration of Adoption of 93.01 Amendment

The Council reviewed the proposed 93.01 Amendments with regard to bush hogging services and yard debris. The Council reached a consensus to add to Section B 3 "...for pickup no earlier than 2:30 pm on the day before pickup and no later than 7:30 am on the day of pickup". The adoption of the amendments for Ordinance 93.01 will be added to the June 30, 2014 agenda.

Consideration of Retaining an Auditor

Susan Parker advised Council that the Staff solicited bids from six firms, that were listed on the Local Government Commission website, including availability, price, and references to which three (3) responded.

Consideration of Retaining an Auditor (Cont.)

Martin Starns & Associates	\$27,000 – 27,800
Williams-Scarborough-Smith-Gray LLP	\$19,500
Thompson, Price, Scott, Adams & Co.	\$17,500

Susan Parker requested authorization from the Council to execute the LGC Required Contract Form with Thompson, Price, Scott, Adams & Co. for \$17,500 to perform the 2013/2014 audit.

MAYOR PRO-TEM DEVITA MADE A MOTION TO AUTHORIZE SUSAN PARKER TO EXECUTE THE LGC REQUIRED CONTRACT FORM WITH THOMPSON, PRICE, SCOTT, ADAMS & CO. FOR \$17,500 TO PERFORM THE 2013/2014 AUDIT. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4-0 VOTE.

Review of Street Repaving RFP

The Council reviewed the Street Repaving RFP and requested to add notification of the affected residents prior to work commencing to the RFP. The Council reached a consensus to authorize Staff to proceed with the amended Street Repaving RFP.

General Project Planning

Mayor Watts and the Council reviewed the Planning Project list which has been compiled over the last six months. The following items were selected by the respective Council person:

- Main Street Planning – Councilwoman Scott/Mayor Pro-Tem DeVita
- Phase 2 of Park – Review status, pending contracts and suggest next steps – Councilman Johnson/Mayor Pro-Tem DeVita
- Vision Plan with Planning Board – Overlay District – Councilwoman Scott
- Bike Plan – Review status, Implementation schedule – Councilman Sherrill/Mayor Watts/Councilwoman Scott
- Beach Strand Measurement Planning, Collection of data – Mayor Watts/Mayor Pro-Tem DeVita
- Public Works Future Space Plan – Councilman Williams/Councilman Sherrill
- Inform area non-profits concerning Channel 99 – Councilman Sherrill
- Distribution of Rip Current information – Councilman Johnson
- Bird walk Benches/Dedication plaques – Develop plan – Councilman Williams
- Canal Tax District – Councilman Johnson/Mayor Watts/Councilwoman Scott

The Council agreed to place the following projects on hold until a Finance Director is hired:

- Town Hall Space/Parking Needs
- 5-year Financial Forecast Update
- Update/Finalize Town Asset Replacement Schedule
- Plan for Town Hall technology

Seismic Testing Resolution

Councilwoman Scott requested and heard feedback from the Council concerning the contents to be included on the draft Seismic Testing Resolution she is preparing for Council consideration during the June 30, 2014 meeting.

Island Street Lighting Discussion

Councilwoman Scott advised that she and Staff met with BEMC Representative concerning the newly installed street pole and light at 39th Street with regard to the pole height and appearance, and the brightness of the bulb. The BEMC Representative advised that BEMC is moving towards the national standard for roadway poles and LED lights and that the standards include 20’, 25’ and 30’ silver poles with white LED lights. BEMC can order and install special poles at the Town’s cost. The Council reached a consensus to request the Planning Board review the lighting ordinance and to recommend amendments if needed.

Public Comments

Bob Bobinski 315 Edgewater Circle – Described a situation in Sea Trail with the installation of the new pole size, appearance and light brightness and that the pole was being relocated.

Charles Nern 647 Oyster Bay Drive – Questioned who pays BEMC for the new lights; suggested the Yard Debris Ordinance needs to include a strong penalty and needs to be enforced.

Richard Hilderman 407 37th Street – Questioned the procedure for yard debris not properly disposed of by the ordinance.

Carmel Zetts 402 2nd Street – Questioned debris on 4th Street that has not been removed.

Mayor Watts requested Council to consider cancelling the July Work Session.

MAYOR PRO-TEM DEVITA MADE A MOTION TO ADJOURN THE JUNE 17, 2014 WORK SESSION. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY A UNANIMOUS VOTE.

TOWN OF SUNSET BEACH

Ron Watts, Mayor

Submitted by:

Lisa Anglin, Town Clerk

*The June 17, 2014 Work Session minutes were approved by Council during the August 4, 2014 Regular Meeting.