

**Town of Sunset Beach  
Monthly Council Work Session  
September 18, 2012**

**MINUTES**

**Members Present:** Mayor Richard Cerrato, Mayor Pro-Tem Lou DeVita, Councilman Wilson Sherrill, Councilwoman Karen Joseph, Councilman Mike Williams, and Councilwoman Carol Scott.

**Members absent:** None

**Attorney & Staff Present:** Gary Parker, Town Administrator; Donna Rogers, Finance Director; Dustin Graham, Public Works Director; Sandy Wood, Chief Building Inspector, and Lisa Anglin, Town Clerk.

Mayor Cerrato called the Work Session to order. Mayor Cerrato stated “Does any member of the Council have a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda, and if so, please state so at this time?” No one spoke.

**Public Comments**

**George Johnson 215 Crooked Gulley Circle** – Commented on the park survey questions and the input methods used to obtain citizen views for park amenities.

**Ron Klein 952 Oyster Point Drive** – Advised that results of a Town survey conducted several years ago indicated that residents wanted a Town park and encouraged the Council to include designated walking trails to protect the trees and their root systems.

**Withers & Ravenel Discussion of Survey Results and two (2) Proposed Park Designs**

Greg Lambert and Mary Henderson, Withers & Ravenel Representatives, displayed a power point presentation of the survey results, including the information received from the Charrette meeting, and presented the Council with the two (2) proposed park designs generated from the data received. The Representatives and Council discussed the proposed amenities and their locations. The power point presentation and the two (2) proposed designs will be made available for viewing on the website and at Town Hall. The Council determined the timeline concerning the park design is as follows:

- October 1, 2012 Regular Meeting - Withers & Ravenel will repeat the park design presentation and display the two (2) park designs developed from information gathered from the survey results and prior meetings,
- October 11, 2012 - Withers & Ravenel will hold an informal public meeting at 7:00 pm in the Town Hall Council Chambers to obtain additional public input and comments about the proposed park designs. This is not an official Council meeting.
- November 5, 2012 and/or December 3, 2012 Regular Meeting – Withers & Ravenel will present a final draft of the proposed park design including estimated cost to the Council and citizens. At either meeting, Council could vote to approve the final draft and direct Withers & Ravenel to proceed with the PARTF grant application.

**Public Comments – Park Designs Only**

Charles Nern 647 Oyster Bay Drive – Expressed a desire for a Veterans Memorial to be in the park, advised that open space was needed but with a minimal impact on the existing trees, liked plan B which showed the parking lot inside the park instead of along the roadway, but only if the construction of the parking area will not require the removal of many trees.

Kathy Fell 526 Great Oak Circle – Requested the walkways be construction of a material other than concrete or asphalt.

Larry Daniels 670 Kings Trail – Questioned the estimated cost of each plan and was advised that cost would be determined once Council has agreed on a specific design.

Marilyn Schenck 7425 Balmore Drive – Suggested the Council narrow down the proposed amenities so the public can comment on the amenities that the Council is considering.

Karol Asbjornson 407 37<sup>th</sup> Street – Requested Council to ensure that all of the comments heard at all of the prior meetings will be taken into consideration before Council takes final action.

George Johnson 215 Crooked Gulley Circle – Questioned if the public has been asked if they want a park and if so how often it be used.

Bill Satterfield 103 Old Oak Lane – Voiced concern for the Oak trees and suggested the amphitheater and/or events being held in the park be eliminated to protect the natural environment.

**Sewer Issues Discussion**

The Council discussed the response received from Brunswick County concerning the email sent to the County containing a list of the incomplete work and needed repairs including a target date for completion of these issues. Brunswick County has agreed to:

- Cut down to one inch above the ground from the top of the connection pipe, within six months after the one year period for connections on the Island expires (April 16, 2013), all white PVC connection pipes located in or near the right of way of streets on the Island for properties that have not hooked up to the sewer system, plus all PVC connection pipes previously installed up to September 19 that were not cut down to one inch above the ground from the top of the connection pipe but have been hooked up to the sewer system.
- Waive the County connection fees, if the homeowner or its agent does the following:

On or before the last day of the one year period provided in the completion letter sent to Island property owners (April 16, 2013), and one year from the date the completion letter to the Mainland is issued (expected to go out in October or November of this year), the homeowner or its agent must fill out and submit a sewer permit application to the Town according to the rules and regulations of the Town of Sunset Beach. The permit issued is valid for six months from the date of issuance, during which the homeowner or its agent must complete the sewer connections or be liable for County connection fees if the installation is not complete within that period. As long as the Town of Sunset Beach receives a completed application for a sewer permit, the connection fees will be waived in accordance with the above requirements. The fact that the sewer permits may not have been approved within the one year period will not trigger connection fees.

**Sewer Issues Discussion (Cont.)**

- Correct the erroneous billing occurring where citizens that have not connected to the system are being billed for the service.

The Council also discussed items that need to be verified prior to signing off on the East Coast Construction settlement such as a specific list, with property owner and street name, concerning erosion, sod (yard), asphalt and/or right-of-way repairs that are not completed. Dustin Graham, Public Work Director, will prepare a list of asphalt and right-of-ways repairs that are not completed for the Council to present to the County. Sandy Wood, Head Building Inspector, will prepare a list of any connection issues that will also need to be addressed by the County. The Council discussed the various County owned pump stations within the Town limits concerning the existing landscaping appearance and the need for scheduled maintenance. Citizens were encouraged to contact the County to ensure that they are on the repair list for sod and/or erosion problems caused by the construction of the sewer project.

**Business Owners Reception Discussion**

The Council discussed the proposed date, time, location and format for the Business Reception. The Council reached a consensus to begin the reception at 3:00 pm instead of 4:00 pm to minimize food cost. Council directed Staff to secure a speaker, and to explore the cost of holding the event at the Sandpiper Bay Resident’s Center and having it catered.

**50<sup>th</sup> Anniversary Celebration Discussion**

The Council discussed the Staff recommendation to appoint a committee that will have the responsibility of meeting, brainstorming and developing a plan of what the celebration should look like and what events should be held during the week of March 26, 2013 to memorialize the Town’s 50<sup>th</sup> Anniversary. The Committee will then present the plan and schedule of event(s) to the Council during the December 3, 2012 meeting for approval and authorization to proceed with the event(s) preparations. The Council reached a consensus to appoint a committee during the October 16<sup>th</sup> Work Session and directed Staff to send a notice requesting volunteers to serve on the committee.

**Public Comments – Comments are limited three (3) minutes per speaker**

Kathy Fell 526 Great Oak Circle – Informed the Council of several citizens that have historical photos, items and information about the Town.

**UDO Public Hearing**

Gary Parker advised the Council that Staff and Landin Holland, Planner, is requesting the Council to cancel the UDO Public Hearing scheduled for October 1, 2012. This cancellation will allow time for the Council to meet with Sandy Wood and Landin Holland to review individual questions and/or concerns that can then be addressed at the October 16<sup>th</sup> Work Session. The Council reached a consensus to cancel the UDO Public Hearing.

COUNCILWOMAN JOSEPH MADE A MOTION TO ADJOURN THE SEPTEMBER 18, 2012 WORK SESSION. COUNCILWOMAN SCOTT SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

TOWN OF SUNSET BEACH

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Richard Cerrato, Mayor

Submitted by:

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Lisa Anglin, Town Clerk