

**Town of Sunset Beach
Monthly Council Work Session
December 12, 2013
9:00 am**

MINUTES

Members Present: Mayor Ron Watts, Mayor Pro-Tem Lou DeVita, Councilman Wilson Sherrill, Councilman Terry Johnson, and Councilman Mike Williams

Members absent: Councilwoman Carol Scott.

Attorney & Staff Present: Gary Parker, Town Administrator; Sandy Wood, Building Inspections Department Director; Dustin Graham, Public Works Director; Kevin Dempsey, Fire Chief; and Lisa Anglin, Town Clerk.

Public Comments

None

ADW Architects – Preliminary Space Needs Study Presentation

Keith Carlyon, Jim Powell and Ashley Love, ADW Architects Representatives, presented Council with the preliminary space needs study results and reviewed three (3) proposed options to fulfill the Town's present and future needs. The Council requested the Representatives to review the existing structure and determine if department rearrangement and maximum utilization of the existing space would achieve the interior space needs for the staff. The Council discussed the parking limitations with the current site and the need for records storage space on site. Staff was requested to research storage space options both off site contractors and in-house storage systems.

The Council took a brief recess to allow the ADW Architects Representatives to pack up and remove their equipment and materials.

Beach Topics Discussion and Review

The Council reviewed the Beach Topics list provided by Staff. The Council reached a consensus to move the Administration list (page 3) to the January Work Session and to add a Beach Patrol Supervision Discussion to the Beach Patrol Radios section on page 4.

Consideration of Annual Retreat Agenda Items

The Council reviewed the preliminary Annual Retreat Agenda provided and reached a consensus to proceed with the agenda as proposed. The Council briefly discussed the need to establish a separate Planning Board and Board of Adjustment due to a potential conflict of interest in the review process as outlined in the UDO. The Council reached a consensus to add this to the January Meeting agenda.

Discussion of Council Liaisons

The Council reviewed and discussed the following Town-related committees, organizations and teams, and designated Council representation with back-ups for each:

Discussion of Council Liaisons (Cont.)

Brunswick Beaches Consortium-Wilson Sherrill, Terry Johnson (Alternative)

Cape Fear Council of Governments- Ron Watts, Wilson Sherrill (Alternative)

GSAT-Mike Williams, Lou DeVita (Alternative)

Neighboring Towns & Mayors-Ron Watts, Lou DeVita (Alternative)

Councilman Williams informed the Council that 20% matching funds are available from NCDOT and requested the Council to set up a meeting with the neighboring communities to determine if collaborative efforts could be established to pursue the funds. Mayor Watts will communicate this with the Mayors during the December 19th Mayor's meeting, extend a lunch invitation to them for the week of January 13-17 and advise Council accordingly.

SB Business & Merchants Assn- Carol Scott, Terry Johnson (Alternative)

Sunset at Sunset Committee- Mike Williams, Lou DeVita (Alternative)

Beautification Committee- Lou DeVita, Wilson Sherrill (Alternative)

ABC Store – Wilson Sherrill, Mike Williams (Alternative)

Jaguar's Lair – Negotiating Team Members: Wilson Sherrill, Council Representative, Karen Joseph Negotiator, Susan Parker, Town Administrator; Sandy Wood, Building Inspections Department Director; and Mike Isenberg, Town Attorney. Councilman Johnson expressed an interest in being an active member of the Negotiating Team. The Council expressed a desire for the Negotiating Team members to remain the same.

COUNCILMAN WILLIAMS MADE A MOTION FOR COUNCILMAN SHERRILL AND KAREN JOSEPH TO CONTINUE AS COUNCIL REPRESENTATIVES ON THE JAGUAR'S LAIR NEGOTIATING TEAM. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE. MAYOR PRO-TEM DEVITA, COUNCILMAN SHERRILL AND COUNCILMAN WILLIAMS VOTE YES. COUNCILMAN JOHNSON VOTED NO. THE MOTION CARRIED BY A 3 – 1 VOTE.

50th Anniversary Committee – Carol Scott, Mike Williams (Alternative)

South Brunswick Economic Development Group – Ron Watts, Lou DeVita (Alternative)

Mayor Watts requested that informational Committee notebooks be established and updated after each meeting in order for the backup person to review prior to attending a meeting if needed. The notebooks are to be given to the Clerk for safekeeping.

Mayor Watts reminded the Council of the Christmas Luncheon for Staff scheduled for Wednesday, December 18th from 12:00 noon – 1:00 pm at Town Hall.

Public Comments

Anita August 279 Heather Drive – Encouraged the Council to ensure that the staff had sufficient space, storage and equipment necessary to perform the duties required and be productive.

Karen Joseph 915 Sandpiper Bay Drive – Thanked the Council for the appointment to the Jaguar’s Lair Negotiating Team and advised that the Sunset at Sunset Committee minutes are provided to the Clerk and posted on the website immediately after each meeting.

Jean Hutchinson 436 6th Street – Thanked the Public Works Department for all of the help given to the Beautification Committee, of which she is a member, over the last year.

COUNCILMAN WILLIAMS MADE A MOTION TO ADJOURN THE DECEMBER 12, 2013 WORK SESSION. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4-0 VOTE.

TOWN OF SUNSET BEACH

Ron Watts, Mayor

Submitted by:

Lisa Anglin, Town Clerk

*The December 12, 2013 minutes were approved by Council during the January 6, 2014 Regular Meeting.