

**Town of Sunset Beach
Monthly Council
Work Session & Regular Meeting
February 4, 2013**

MINUTES

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

Members absent: None

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

**Work Session
6:45 pm**

Mayor Cerrato called the Work Session to order, called for agenda amendments, and general discussions by the Council.

Council Discussion

The Council discussed the proposal to develop wind farms off the North Carolina coast and instructed Gary Parker to contact the State for additional information.

Agenda Amendments

The Council made the following Agenda Amendments:

- Added New Business 8g – Bridge Landscaping Night Lighting
- Added New Business 8h – Consideration of Roundabout Resolution
- Deleted New Business 8b – Planning Board Rules and Procedures Policy

**Monthly Meeting
7:00 pm**

Call to Order & Pledge of Allegiance

Mayor Cerrato called the monthly meeting to order and the Pledge of Allegiance was recited. 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.

Presentation - 2011/2012 Audit Report – Johnny Britt, S. Preston Douglas & Associates

Johnny Britt, S. Preston Douglas & Associates, presented the June 30, 2012 audit report to the Council. Mr. Britt advised the Council that the Local Government Commission (LGC) had reviewed and approved the audit. Mr. Britt advised the Council that as of June 30, 2012 the Town was in sound financial condition. The 2011/2012 Audit Report will be filed in the Clerk’s office.

Presentation – NC DOT - Round-a-Bout Installation at Shoreline Drive East & Sunset Blvd. North Intersection (Bridge Mainland area) – Chad Kimes, Division Operations Engineer

Mr. Kimes distributed a map showing the proposed roundabout for the intersection of Sunset Boulevard North and Shoreline Drive East. Mr. Kimes explained that the studies conducted by NC DOT did justify that a signal light or roundabout is needed at that intersection. Mr. Kimes explained that at the present time funding is not available for a signal light but is available for a roundabout with matching participation from the municipality.

Presentation – Communities In Schools Update - Mark Koval, CIS Resource Development Director

Mr. Koval distributed information to the Council concerning the Communities in Schools programs in Brunswick County and nationally.

Public Comments

Richard Hilderman 407 37th Street – Suggested that the monthly Police Report shows an increase in criminal activity and questioned if residents were being made aware.

Joe Santavicca 9109 Forest Drive – Suggested that directional signs be installed at the bridge intersection instead of a roundabout, questioned what statistics report has been done to justify the roundabout.

Ed Gore 435 Shoreline Drive West – Urged the Council to be more considerate of each other and to observe the public comment rules that are presently in place; agreed with installation of a roundabout at the bridge intersection.

Linda Ruddick 1008 Park Road – Suggested that signs are needed at the bridge intersection instead of a roundabout.

Larry Booth 1703 Canal Drive – requested the Council not to close Municipal Drive.

Consent Agenda Approval

COUNCILWOMAN SCOTT MADE A MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA:

1. Minutes:
 - a) January 7, 2013 Regular Meeting Minutes
 - b) January 9, 2013 Work Session Minutes
2. Departmental Reports:
 - a) Police
 - b) Public Works
 - c) Building Inspections
 - d) Fire
3. Disposition of Directives
 - a) Preliminary Assessment Notice appeared in Brunswick Beacon – 11/16/11
 - b) Preliminary Assessment Notice and Resolution mailed to affected property owners – 11/16/11
 - c) Preliminary Assessment Resolution Public Hearing held – 12/05/11

Consent Agenda Approval (Cont.)

- d) BEMC informed to begin underground project – 12/9/11
 - e) 50th Anniversary Committee appointed – 10/16/12; Committee met – 10/25/12, 11/05/12, 11/13/12/, 11/15/12, 11/26/12, Council approved budget 12/11/12; Committee met 01/14/13, 01/28/13, 02/07/13, 02/20/13
 - f) Main Street Speed Limit Study request prepared for Council – 09/20/12
 - g) Letter requesting Main Street/Sunset Blvd S become all-way stop prepared – 09/20/12
 - h) Letter to NCDOT asking permission to paint crosswalks mailed – 09/21/12
 - i) Public Works researching additional trash cans at beach accesses on West End -
 - j) Property Owners affected by Bike/Ped Walkway notified –
 - k) Staff investigating and gathering additional information concerning chamber renovations-
 - l) GSATS notified of Council appointed representative – 01/08/13
 - m) Beach Patrol personnel advertisement in Beacon – 01/17/13
 - n) Sunset Blvd. North property owners notified of Vision Plan meetings – 02/12/13
4. Departmental Updates

COUNCILWOMAN JOSEPH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Old Business

Consideration of Adoption of a Resolution to Appoint Councilman Williams as the Town Representative to the GSATS Committee

Councilman Sherrill corrected the resolution to read 2015 for the appointment term.

COUNCILWOMAN JOSEPH MADE A MOTION TO ADOPT THE RESOLUTION TO APPOINT COUNCILMAN WILLIAMS AS THE TOWN REPRESENTATIVE TO THE GSATS COMMITTEE AS CORRECTED. COUNCILWOMAN SCOTT SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Jaguar's Lair Update

Councilwoman Joseph advised that infrastructure and storm water pond work are continuing in Section 1. Councilwoman Joseph advised that the negotiating team and the developer will resume meeting in March concerning section 2.

Sewer Report Update

Councilwoman Scott advised that the Brunswick County Commissioners have received the per parcel assessment method recommendation from the Utility Board and will be making a decision at their February 18th meeting. Councilwoman Scott advised of a sewer system defect affecting low lying properties within town. The County is researching to find a solution.

Streetscape Update

Councilwoman Scott advised that the Committee is working with BEMC concerning lighting cost and NCDOT for a right-of-way agreement. Councilwoman Scott advised that the project is on track to begin in September. Councilwoman Joseph reminded everyone of the Sunset at Sunset race that is held the first Saturday in October and requested that work be delayed until after then.

New Business

Consideration of Adoption of Resolution to Donate Surplus Equipment

COUNCILWOMAN JOSEPH MADE A MOTION TO ADOPT THE RESOLUTION TO DONATE FIFTEEN (15) SELF CONTAINED BREATHING APPARATUS WHICH IS SURPLUS EQUIPMENT TO THE CALABASH VOLUNTEER FIRE DEPARTMENT. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration of Approval of the Concert Series Funding

Councilman Sherrill requested \$5,000 in funding for the 2013 Summer Concert Series that will begin in late May. Councilman Sherrill stated that the Brunswick County Parks & Recreation Department organizes the summer concert series held throughout the County and negotiates collective advertising for the area municipalities including a schedule of the performances for each area.

COUNCILMAN WILLIAMS MADE A MOTION TO APPROVE \$5,000 IN FUNDING FOR THE 2013 SUMMER CONCERT SERIES. COUNCILWOMAN JOSEPH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4 – 0 VOTE WITH COUNCILMAN SHERRILL BEING EXCUSED BY COUNCIL FROM VOTING.

Consideration of Granting Approval for Sea Trail Corporation & Master Association Right-of-Way Encroachment

The Council reviewed a letter received from the attorney for the Sea Trail Master Association concerning right-of-way encroachments. Attorney Isenberg suggested some additional language be added to the letter prior to approval. The amended letter will be added to the February 19th Council Retreat agenda for consideration.

Consideration of Acceptance of the Planning Board Recommendation Concerning Municipal Drive Driveway Access for Corner Lot

The Council discussed the Planning Board recommendation to provide a driveway access for the corner lot from Municipal Drive. Council discussed that Municipal Drive is actually just a driveway access for the water tower, public works building and the fire department. The Council reached a consensus to delay action until an answer is received from NC DOT concerning DOT allowing a driveway access from Shoreline Drive.

Consideration of Approval of a Resolution Requesting the State Legislation to Clarify Municipal Authority on the State's Ocean Beaches

The Council reviewed a request from Frank A. Rush, Jr., Emerald Isle Town Manager, to consider adopting a Resolution Requesting the State Legislation to Clarify Municipal Authority on the State's Ocean Beaches.

COUNCILMAN SHERRILL MADE A MOTION INSTRUCTING THE TOWN ADMINISTRATOR TO CONTACT MR. RUSH FOR ADDITIONAL INFORMATION FOR COUNCIL CONSIDERATION. COUNCILWOMAN JOSEPH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

New Business (Cont.)

Consideration of Approval of the Bridge Night Lighting Proposal

The Council discussed installing lighting for the bridge landscaping project.

COUNCILWOMAN SCOTT MADE A MOTION TO ALLOCATE UP TO \$6,900 FOR NIGHT LIGHTING TO BE INSTALLED IN CONJUNCTION WITH THE BRIDGE LANDSCAPING PROJECT. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration of Adoption of Resolution Supporting Funding Proposal to Install a Roundabout at Bridge Intersection

The Council reviewed the Resolution Supporting Funding Proposal to Install a Roundabout at the Bridge intersection. The Council amended the resolution to add that “the Town is willing to participate in the project with matching funds in an exact amount to be determined”.

MAYOR PRO-TEM DEVITA MADE A MOTION TO ADOPT THE RESOLUTION SUPPORTING FUNDING PROPOSAL TO INSTALL A ROUNDABOUT AT THE BRIDGE INTERSECTION AS AMENDED. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Public Comments

Charles Nern 647 Oyster Bay Drive – Thinks the Council should grant the Municipal Drive driveway access.

Nancy Barnes 1314 Forest Creek Rd – Requested the Council investigate and consider purchasing portable mats that could be used to make the beach strand more accessible to the elderly and handicapped population.

Fred Thorne 1790-4 Queen Anne Street – Thanked the Council for the funding support of the 2013 Summer Concert Series.

Ed Gore 435 Shoreline Drive West – Thanked the Council for the sound decision made tonight.

Bob Bobinski 155 Edgewater Circle – Informed the Council that Municipal Drive did contain driveway accesses in the past.

Adjournment

COUNCILMAN SHERRILL MADE A MOTION TO ADJOURN THE FEBRUARY 4, 2013 COUNCIL MEETING. COUNCILWOMAN JOSEPH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Town of Sunset Beach

Richard Cerrato, Mayor

Submitted by:

Lisa Anglin, Town Clerk

*The February 4, 2013 minutes were approved during the April 1, 2013 Council meeting.