

**Town of Sunset Beach
Monthly Council
Work Session & Regular Meeting
April 7, 2014**

MINUTES

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

Members absent: None

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

**Work Session
6:45 pm**

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

Agenda Amendments

No amendments made.

Council Discussion

Leaf and Limb Collection – Councilman Williams commended the Public Works personnel for their leaf and limb collection efforts and advised that he is hearing positive comments.

Birding Group – Mayor Watts advised that the birding group is active and watching the nesting area on the east end of the island.

50th Anniversary Wrap-up – Councilwoman Scott pointed out the time capsule pedestal and the sculpture that was unveiled during the Capsule Ceremony held on March 26th.

Board of Adjustment Applicants – Mayor Pro-Tem DeVita advised that the candidates have been interviewed and information has been distributed to all of the Councilmembers.

Ocean Isle Beach Town Council – Mayor Watts advised that the Ocean Isle Beach Town Council will be joining the Sunset Beach Town Council for lunch during their April 15, 2014 Work Session for an informal roundtable discussion.

Public, Education and Government (PEG) Channel – Mayor Watts advised that the Town PEG Channel will go live soon thanks to the efforts of Susan Parker.

Council Discussion (Cont.)

Seismic Testing Presentation – Mayor Watts advised that the Area Mayors have scheduled a meeting for a Seismic Testing Presentation which will include speakers from both sides of the issue. The meeting is scheduled for May 12, 2014 at 7:00 pm in the Shallotte Town Hall Council Chambers.

NOAA – Mayor Watts advised that NOAA is looking for volunteers to assist with precipitation measurement in the coastal areas.

Summer Concert Series – Councilman Sherrill advised that the Summer Concert Series is in need of additional sponsors and encouraged everyone to become a “Friend of the Concerts” sponsor.

CBS - Mayor Watts advised that a CBS crew will be filming in Sunset Beach soon featuring the Kindred Spirit Mailbox.

**Monthly Meeting
7:00 pm**

Call to Order & Pledge of Allegiance

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

Consideration of Draft Agenda Adoption

COUNCILWOMAN SCOTT MADE A MOTION TO APPROVE THE AGENDA AS WRITTEN. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Ann Hardy, Brunswick County Manager Concerning Advisory Referendum on May 6th Ballot

Brunswick County Manager Ann Hardy showed a presentation of the Brunswick County Budget and how the funds are spent per department, explained why the Sales Tax Rate increase is needed and answered questions from the Council.

Public Comments

Monte Simpson 490 Dunlieth Street – Read a prepared statement concerning the Jaguar’s Lair project and encouraged the Council to call the bonds.

Rich Cerrato 517 Twisted Oak Lane – Read a prepared statement concerning the Jaguar’s Lair project; questioned why the Council is not pursuing an investigation into the fraudulent petition filed with the Coastal Resources Commission concerning the hazard designation for the Mad Inlet area.

Charles Nern 647 Oyster Bay Drive – Expressed sympathy for the lot owners in Jaguar’s Lair but reminded Council that this area lies within the ETJ and the lot owners are not paying Town taxes and opposed the Council spending Town funds to call the bonds.

Public Comments (Cont.)

Duane Lewis Medcalf Drive – Advised Council of the pot holes forming on Medcalf Drive, reminded Council of the annexation laws and requested the Council to consider amending the Town standard for accepting roadways and taking ownership of Medcalf Drive.

Minutes

January 27, 2014 Emergency Meeting Minutes; February 3, 2014 Regular Meeting Minutes; February 18, 2014 Annual Retreat Work Session Minutes; March 3, 2014 Regular Meeting Minutes

Councilwoman Scott requested the Beach Safety Section on page 1 of the February 18, 2014 Annual Retreat Work Session Minutes be amended to delete “The majority of the Council agreed that a police and fire presence was needed on the strand and reached a consensus to discuss this expenditure during the 2014/2015 budget process for the April 2015 beach season.” since the Council has now decided to consider police and fire presence on the Beach Strand during the 2015/2016 budget process. Council agreed that the March 18, 2014 minutes will reflect the Council decision and disagreed with amending the February 18, 2014 minutes. Concerning the January 27, 2014 Emergency Meeting Minutes, Attorney Isenberg reminded Council that NCGS only allows the Mayor or the full Council to issue a State of Emergency not the Administrator. Isenberg reminded Council that the Civil Emergencies ordinances were amended a few years ago to empower the full Council and take away the Mayor’s power to declare an emergency.

MAYOR PRO-TEM DEVITA MADE A MOTION TO APPROVE THE JANUARY 27, 2014 EMERGENCY MEETING MINUTES, FEBRUARY 3, 2014 REGULAR MEETING MINUTES, FEBRUARY 18, 2014 ANNUAL RETREAT WORK SESSION MINUTES AND THE MARCH 3, 2014 REGULAR MEETING MINUTES AS WRITTEN. COUNCILMAN JOHNSON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE. MAYOR PRO-TEM DEVITA, COUNCILMAN SHERRILL AND COUNCILMAN JOHNSON VOTED YES. COUNCILWOMAN SCOTT AND COUNCILMAN WILLIAMS VOTED NO. THE MOTION CARRIED BY MAJORITY VOTE.

Town Administrator Report

Budget at a Glance - Susan Parker reviewed the February Budget at a Glance with the Council.

Business Owners Meeting concerning Chapter 95 - Susan Parker and Mayor Watts will be meeting with the Business Owners on April 16, 2014 at 12:00 noon to discuss the Chapter 95 amendments.

39th Street Emergency Access - Susan Parker advised that the 39th Street Emergency Access project has been delayed until the fall of 2014.

50th Anniversary - Susan Parker advised that the Committee completed all of the 50th Anniversary festivities with a profit of \$25.74.

2014/2015 Proposed Budget - Susan Parker advised that the proposed 2014/2015 Budget process is underway.

Departmental Reports

Police

Chief Massey advised that the recent island breaking and entering crimes are still under investigation and encouraged residents to report any suspicious activities.

Public Works

Dustin Graham, Public Works Director, advised that the gazebo construction is completed and the metal roof will be installed in mid-April. Graham advised that the clean-up cost from the winter storm was \$28,500. Councilman Johnson requested a cost breakdown for the gazebo project.

Building Inspections

Inspection Report - Sandy Wood advised that the number of plumbing and electrical permits dropped in February due to the sewer completion. Wood advised that permits have been issued for 18 new homes.

Park – Wood advised that Stage One is underway and completion is slated for the end of May.

Driveway – Councilman Johnson questioned the driveway permit for the west end of Main Street and the survey work being done on that property. Wood explained that Main Street is a State roadway and any driveway permit connecting to a State roadway will be issued by the State. The Town Official signature on the State permit signifies that the Town is acknowledging that the roadway is located within the municipal boundaries. Once the permit is issued by the State, the Town will receive a letter advising that the permit has been issued. As for the survey work, Wood advised that the property is privately owned and the Town is not involved.

New Employee – Wood advised that Jeff McIntosh has joined the Building Inspections Department replacing Dawn Horne which left the Town in December.

Fire Department

Chief Dempsey advised that the Sandpiper Bay water issue is being resolved by Brunswick County Public Utilities. Dempsey advised that fire department personnel have inspected all of the hydrants in the Sandpiper Bay Community and found one that was cut off but it has since been turned back on.

Finance Department

Susan Parker advised that the proposed 2014/2015 budget is being finalized for presentation to the Council during the May 5th meeting.

Old Business

Jaguars Lair Update – Councilman Sherrill

Councilman Sherrill advised that the Negotiating Team met with Coastal Communities Representatives on March 17, 2014 and discussed the inclement weather conditions in recent months that have hindered progress. Councilman Sherrill advised that the excessive rain and ice prove beneficial in determining that the stormwater ponds work properly. Councilman Johnson questioned the project delays. Mayor Watts requested Councilman Johnson to present ideas to Council for consideration.

Old Business (Cont.)

Council Liaison First Quarter Reports

- Brunswick Beaches Consortium – Councilman Sherrill advised that the Consortium has not met since December as the February meeting was cancelled due to inclement weather. The Consortium is expected to meet in late April.
- GSATS – No Report given.
- Mayor’s Meeting – Mayor Watts advised that the group is meeting monthly and the reports are on file with the Town Clerk.
- Sunset Beach Merchants Association – Councilwoman Scott advised that the group met today and is moving ahead with the website and the advertising plan. The Association is requesting a link on the Town website to theirs. The Association has approximately 33 members currently.
- Beautification Committee – Mayor Pro-Tem DeVita advised that the Committee met earlier this month and discussed the annual plantings for the gazebo entrance, Town Hall and the welcome signs on Highway 904 and at the Regency on Shoreline West. The Committee encouraged the Town to continue the landscaping contract for Town Hall and the bridge, which will become the Town’s responsibility in June.
- ABC Store – Councilman Sherrill advised that the loading ramp door is being widened to allow for pallet deliveries which will speed up the delivery process.
- South Brunswick Economic Development – Mayor Watts advised that the group will be meeting next week and reports are on file with the Town Clerk.
- Planning Board – Councilwoman Scott advised that the Planning Board has completed the first set of UDO Amendments for presentation to the Council. The Board is also working on a review of the height measurement method, noise regulations and converting the Vision Plan into an overlay district.
- Sunset at Sunset – Councilman Williams advised that vendor applications are being received and the entertainment contracts have been signed.

Authorization for Town Administrator to Sign NCDOT Encroachment Agreement for Town to Install No Parking Signs on Sunset Blvd. South

Concerning the Streetscape area of Sunset Blvd. South, Susan Parker advised that NCDOT will allow a rope fence to be installed but it must be a minimum of 10’ off the pavement or low profile vegetation. Parker and Graham met with the landscaper who advised that low profile vegetation would not be in harmony with the design. NCDOT has agreed for the Town to install “No Parking Anytime” signs and enforcement of the no parking rule, however, an encroachment agreement is needed. Parker requested permission to sign the NCDOT Encroachment Agreement for the Town.

COUNCILWOMAN SCOTT MADE A MOTION TO AUTHORIZE SUSAN PARKER TO SIGN THE NCDOT ENCROACHMENT AGREEMENT FOR THE TOWN AND TO INSTALL NO PARKING ANYTIME SIGNS. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Old Business (Cont.)

Consideration of Adoption of Ordinance 72.06 Parking Prohibited at all Times on Certain Streets Amendment

Council reviewed the proposed amendment for Ordinance 72.06 Parking Prohibited at all times on Certain Streets to include the west side of Sunset Blvd South.

COUNCILWOMAN SCOTT MADE A MOTION TO ADOPT THE AMENDMENT FOR ORDINANCE 72.06 PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration of Adoption of the Town Hall Facility Use Policy

The Council reviewed and amended the proposed policy allowing POA's, HOA's and non-profit organizations to rent the Town Hall Meeting Facilities for meeting.

MAYOR PRO-TEM DEVITA MADE A MOTION TO ADOPT THE TOWN HALL FACILITY USE POLICY. COUNCILMAN JOHNSON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE. MAYOR PRO-TEM DEVITA, COUNCILMAN JOHNSON, COUNCILWOMAN SCOTT AND COUNCILMAN WILLIAMS VOTED YES. COUNCILMAN SHERRILL VOTED NO. THE MOTION CARRIED BY MAJORITY VOTE.

Consideration of Acceptance of the Planning Board UDO Amendment Information and Placement of Discussion with the Planning Board on the April 15, 2014 Council Work Session
Planning Board Chairwoman Carol Santavicca presented the Council with the UDO Amendment information and requested the Council to add the UDO Amendments Discussion with the Planning Board to the April 15, 2014 Council Work Session Agenda. The Council agreed.

Consideration of Approval of the Resolution Declaring Cost and Ordering Preparation of the Preliminary Assessment Roll and Setting Time and Place For Public Hearing on Preliminary Assessment Roll

Mayor Watts advised Council that this Resolution is for the Underground Electric Lines Project recently completed on North Shore Drive Extension, 16th, 17th, 18th, and 19th Streets.

MAYOR PRO-TEM DEVITA MADE A MOTION TO APPROVE THE RESOLUTION DECLARING THE COST OF THE UNDERGROUND ELECTRIC LINES PROJECT, ORDERING THE PREPARATION OF THE PRELIMINARY ASSESSMENT ROLL AND SCHEDULING A PUBLIC HEARING FOR JUNE 2, 2014 AT 7:00 PM IN THE TOWN HALL COUNCIL CHAMBERS. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Adoption of the Public, Education and Government Channel Policy

Susan Parker presented the proposed Public, Education and Government Channel Policy for adoption consideration prior to activating the Town Channel.

Old Business (Cont.)

Adoption of the Public, Education and Government Channel Policy (Cont.)

MAYOR PRO-TEM DEVITA MADE A MOTION TO ADOPT THE PUBLIC, EDUCATION AND GOVERNMENT CHANNEL POLICY. COUNCILMAN JOHNSON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration of Board of Adjustment Member Appointments and ETJ Member Appointment Recommendation to Brunswick County

Mayor Pro-Tem DeVita advised that the Board of Adjustment will have seven (7) members with five (5) members residing within Town limits and two (2) members residing within the ETJ area. Mayor Pro-Tem DeVita advised that six (6) applicants were interviewed and information was provided to each Councilmember. The Board will have an ETJ Alternate Member vacancy and requested the Town Clerk to re-advertise the vacancy.

COUNCILMAN WILLIAMS MADE A MOTION TO APPOINT THE FOLLOWING APPLICANTS WITH THE ASSIGNED TERMS:

Peter Scott	Regular Member	1-year Term
Robert Forrester	Regular Member	2-year Term
James Strandquist	Alternate Regular Member	3-year Term
Leon August	Regular Member	2-year Term
Pete Larkin	Regular Member	3-year Term

AND TO RECOMMEND FOR APPOINTMENT TO THE BRUNSWICK COUNTY COMMISSIONERS

Gene Allen	ETJ Regular Member	3-year Term
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COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

New Business

Establishment of May Budget Work Session Date(s)

The Council discussed dates for the May Budget Work Sessions and agreed to hold half-a-day Work Sessions beginning at 9:00 am on May 7th, 8th, 9th and 13th.

Consideration of Approval of the Resolution in Support of the Scheduled Referendum to Increase the Brunswick County Sales Tax Rate

The Council reviewed the proposed Resolution in Support of the Scheduled Referendum to Increase the Brunswick County Sales Tax Rate and added that the funds not be used to fund terminal groin projects.

COUNCILMAN JOHNSON MADE A MOTION TO APPROVE THE RESOLUTION IN SUPPORT OF THE SCHEDULED REFERENDUM TO INCREASE THE BRUNSWICK COUNTY SALES TAX RATE AS AMENDED. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Public Comments

Ann Bokelman 404 3rd Street - Advised that the Old Bridge Museum is scheduled to open on May 24, 2014 and that the Strawberry and Wine Fest is scheduled for May 3, 2014 from 12:00 noon to 6:00 pm at the winery. Arts/Crafts vendors will be on site and the cost of admission is \$5.00 per person.

Richard Hilderman 407 37th Street – Presented the Council with Green Growth Toolbox information from the NC Wildlife Commission.

Katrina Yarbrough 801 West Main Street – Read a prepared statement concerning the safety conditions on Main Street and encouraged Council to prohibit parking on Main Street.

Tom Goldsmith 7403 Balmore Drive – Thanked Susan Parker for attending the recent Sandpiper Bay POA meeting; thanked the other department heads for attending past meetings and encouraged other communities to invite the Town Staff to speak during their meetings to inform the communities of Town activities.

Charles Nern 647 Oyster Bay Drive – Informed the Council that the sewer contractor did not repaint the lines on Oyster Pointe Drive; advised that the roadway at night without the lines is dangerous and requested Council to contact the sewer contractor.

Fred Thorne 1790-4 Queen Anne Street – Advised the Council that the Sunset Concert Series will begin on May 28, 2014 at 6:15 pm with the Embers and Craig Woodland Band performing; thanked the Town for its sponsorship of the series and encouraged others to sign-up as a friend of the concert.

Adjournment

COUNCILMAN SHERRILL MADE A MOTION TO ADJOURN THE APRIL 7, 2014 COUNCIL MEETING. COUNCILWOMAN SCOTT SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Town of Sunset Beach

Ron Watts, Mayor

Submitted by:

Lisa Anglin, Town Clerk

*The April 7, 2014 minutes were approved by Council during the May 5, 2014 Council Meeting.