

**Town of Sunset Beach  
Monthly Council  
Work Session, Public Hearings and Regular Meeting  
August 1, 2016**

**MINUTES**

**Members Present:** Mayor Ron Watts, Mayor Pro-Tem Carol Scott, Councilman Lou DeVita, Councilman Peter Larkin, Councilman Mark Benton and Councilman Rich Cerrato

**Members absent:** None

**Attorney & Staff Present:** Susan Parker, Town Administrator; Bonnie Schwerd, Assistant Town Administrator; Dustin Graham, Public Works Director; Kevin Dempsey, Fire Chief; Richard Childres, Assistant Fire Chief; Joe Smith, Assistant Police Chief; Brian Bartlett, Retiring Detective, and Lisa Anglin, Town Clerk

Mayor Watts called the Meeting to order at 6:45 pm.

**Work Session**

The Work Session convened at 6:45 pm. Mayor Watts called for agenda amendments and general discussions by the Council.

**Draft Agenda Review**

The Council reviewed the agenda and made the following amendments:

- Minutes of June 2, 2016, June 6, 2016, June 21, 2016, June 27, 2016 and July 19, 2016 were moved to September 6, 2016 agenda,
- Oath of Office Discussion added as New Business g,
- Mayor Farewell added as New Business h.

**General Council Discussions**

None

**Town Administrator Report**

**Future Development** - Susan Parker, Town Administrator, advised that several residential and commercial developers have contacted Staff to discuss future mainland development.

**Main Street Project** – Parker advised that the catch basins are still on back order hindering the completion of the widening project.

**Beach Patrol** – Parker advised that the Beach Patrol officers are doing a great job.

**Town Park** – Parker advised that the concept drawing of the covered area will be displayed at Town Hall for review. The location remains undetermined.

**Monthly Meeting**

The Meeting convened at 7:00 pm and the Pledge of Allegiance was recited by those in attendance.

**Approval of the Draft Agenda**

COUNCILMAN BENTON MADE A MOTION TO APPROVE THE AGENDA AS AMENDED. COUNCILMAN CERRATO SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Public Comments on Agenda Items Only**

Charles Nern 647 Oyster Bay Drive – Questioned why the Town Park Regulations contain some of the same regulations as found in other section.

Karen Joseph 915 Sandpiper Bay Drive – Thanked Mayor Watts for his service to the Town and the Community; reminded Council that a rule that can't be enforced is a useless rule.

John Corbett 1313 Canal Drive – Encouraged the Council to adopt the Grant Project Ordinance Establishing the Dredging Project so the actual dredging can start soon.

**Departmental Reports**

Police – Assistant Chief Smith advised that things in the Police Department are running smoothly. Smith announced that Detective Brian Bartlett is retiring from the Town with 18 years of service to the Town. Smith presented Mr. Bartlett with his service revolver and a plaque.

Public Works – Dustin Graham, Public Works Director, advised that 29<sup>th</sup> Street will be closed in the area of 404 & 406 while Staff locates a stormwater junction box in the roadway.

Planning & Inspections – No report.

Fire – Chief Dempsey advised that department has been busy this month with fires, accidents, water rescues, etc.

**Old Business**

**Consideration of Adoption of Chapter 99 Town Park Regulations**

The Council reviewed the final draft of Chapter 99. The Council reviewed the proposed signs to be placed at the Park entrance points. Four (4) signs are proposed and measures about the same size as a speed limit sign.

MAYOR PRO-TEM SCOTT MADE A MOTION TO APPROVE CHAPTER 99 TOWN PARK REGULATIONS AS WRITTEN. COUNCILMAN BENTON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Consideration of Adoption of the Revised Proposal of a UDO Amendment To Article 2 Section 2.20 Maintenance of Docks, Piers & Bulkheads**

The Council reviewed the proposed amendment for Article 2 Section 2.20 Maintenance of Docks, Piers and Bulkheads. The Council requested the item return to the Planning Board for additional review for inclusion of penalty and expense statements. Susan Parker requested the amendment be submitted to Attorney Richardson for legal review regarding the Town entering private property without permission prior to Planning Board review. The Council agreed.

**New Business**

**Consideration of Adoption of Budget Amendment for Stormwater Management Plan Contract**

Bonnie Schwerd, Assistant Town Administrator, advised that last month the Council approved the revised Stormwater Management Plan Scope of Work which requires this budget amendment to incorporate the additional funding.

COUNCILMAN DEVITA MADE A MOTION TO ADOPT THE BUDGET ORDINANCE AMENDMENT FOR THE CREATION OF A STORMWATER MANAGEMENT PLAN AND THE REVISED ESTIMATE OF CONTRACT EXPENDITURES. COUNCILMAN BENTON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Consideration of Adoption of Grant Project Ordinance Establishing Dredging Project**

Bonnie Schwerd advised that the Grant Contract requires the Grant Project Ordinance be established to secure matching funds. The State Grant funds total \$2,779,327 and the Town match is \$1,389,663 totaling \$4,168,990.

MAYOR PRO-TEM SCOTT MADE A MOTION TO ADOPT THE GRANT PROJECT ORDINANCE ESTABLISHING THE DREDGING PROJECT. COUNCILMAN BENTON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Consideration of Adoption of Ordinance Amendment 30.01 Meetings Subsection (C)**

COUNCILMAN BENTON MADE A MOTION TO ADOPT THE ORDINANCE AMENDMENT FOR 30.01 MEETINGS TO ADD SUBSECTION (C) ESTABLISHING THE ORDER OF THE DECEMBER AGENDA FOLLOWING AN ELECTION. COUNCILMAN CERRATO SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Mayor Pro-Tem Scott advised the Council that she is drafting Rules of Procedures for the Council to consider in September or October.

**Discussion Concerning Sidewalks on Main Street and Highway 179**

Councilman Benton requested Council to direct Staff to research grant opportunities for the placement of sidewalks on Main Street and Highway 179. The Council agreed.

**Authorization for Clerk to Advertise ABC Board Term Expiration Vacancy Of October 2016**

Mayor Pro-Tem Scott requested Council to consider requesting permission from the ABC Commission to reduce the size of the ABC Board to three (3) members. A letter must be submitted to Robert Hamilton, NC ABC Commission Administrator, requesting the Sunset Beach ABC Board be reduced to three (3) members and include in the letter that one position will be vacant as of October 2016 and in the event that a current member resigns prior to the term expiration date of November 2017 the Board will have three (3) members.

**New Business (Cont.)**

**Oath of Office Discussion**

Lisa Anglin, Town Clerk, advised that NC General Statutes only requires elected officials or persons appointed to any city office to take and subscribe the oath of office. A survey of NC Town Clerks resulted in 50% administering the oath to all appointed Boards and Committee members and 50% only administering the oath of office as prescribed by the general statute. The Council reached a consensus to only administer the oath of office to those person required by NC General Statutes.

**Review upcoming Agenda Items and Identify New Agenda Items for September 6, 2016 Meeting**

Mayor Pro-Tem Scott added the following items to the date indicated agenda:

- 09/06/16 ABC Board and Planning Board Chairman Presentation on Board activities
- 09/06/16 Mayor Replacement Procedure Discussion
- 09/20/16 Proposed Rules of Procedures Discussion
- 10/03/16 Boards and Committees Members Term Limits Discussion

Councilman Cerrato added the following items to the date indicated agenda:

- 10/18/16 Environmental Resource Committee Presentation
- 11/07/16 Plat Plan Review by Council to be Included in Approval Process  
(Waiting for memo from the Planning Board explaining why the process changed)
- 11/07/16 Hiring Justification Process Discussion

**Mayor Farewell**

Mayor Pro-Tem Scott read a prepared farewell speech noting the accomplishments of Mayor Watts. Mayor Watts thanked the community citizens and Staff.

**Public Comments**

George Harrington 637 Oyster Bay Drive – Requested Council to install a sign at the gazebo stating “For your safety do not swim within 100 yards of the pier” citing rip currents, force of the waves, fish hook incidents and sharks as the reason.

Jan Harris 206 North Shore Drive West – Voiced confusion as to why Council is delaying the Environmental Resources Committee presentation until after the consultant makes his final presentation during the October 8<sup>th</sup> Community Meeting; questioned why the consultant is proposing to conduct an oyster survey for Mary and Turtle Creeks but not Jinks Creek.

Karen Joseph 915 Sandpiper Bay Drive – Questioned if the communities had been contacted seeking Environmental Resources Committee members; Voiced opposition to the concept of term limits.

**Adjournment**

COUNCILMAN CERRATO MADE A MOTION TO ADJOURN THE AUGUST 1, 2016 COUNCIL MEETING. MAYOR PRO-TEM SCOTT SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

**Town of Sunset Beach**

*Carol Scott, Mayor Pro-Tem*

Submitted by:

*Lisa Anglin, Town Clerk*

\*The August 1, 2016 Minutes were approved by Council during the September 6, 2016 meeting.