

**Town of Sunset Beach
Monthly Council
Work Session & Regular Meeting
November 3, 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; Bonnie Schwerd, Finance Director; Cindi Stephenson, Deputy Finance Director; Richard Childres, Assistant Fire Chief; Lisa Joyner, Police Chief; Randy Walters, Building Inspector, 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

Councilwoman Scott requested updates for Jaguar's Lair and the Town Park be added to the agenda. Mayor Watts advised that the Town Administrator will give an update for each during her report. Councilwoman Scott requested that New Business Agenda Item 9g "Consideration to Retain Town Attorney" and Agenda Item 11 "Closed Session" be moved to the December Council Meeting agenda to allow time for review of the information provided by each Attorney. The Council agreed. Councilwoman Scott requested Council to place more substantive items on the Council Meeting agendas as opposed to the Work Session agendas.

Council Discussion

Landscaping Ordinances – Mayor Pro-Tem DeVita advised that the Planning Board is reviewing the Landscaping Ordinances.

Disposition of Directives – Mayor Pro-Tem DeVita requested that Council identify and assign which items on the Disposition of Directives are being handled by Staff or Council.

NCDOT Bicycle and Pedestrian Planning Grant Application– Mayor Pro-Tem DeVita is completing the grant application to be submitted by December 4, 2014.

Sunset Beach Merchants Association – Councilman Johnson advised that the Merchants Association is meeting next week and he plans to attend.

Filming Council Meetings – Mayor Watts advised that the test filming is being delayed until the beginning of the year to allow time for the development of a conduct policy for Council, Staff and the public.

Council Discussion (Cont.)

Wounded Warrior Ride – Mayor Watts thanked the Fire and Police Department Staff for their assistance with the Ride.

MS Breakaway to the Beach - Mayor Watts thanked the community for helping to make the event a success. Many area residents volunteered and more will be needed next year.

Commercial Development – Mayor Watts advised that half of the downstairs portion of the building next door has been leased by McLeod Medical and ATMC will be constructing a free standing building near Food Lion.

Committee Reports, Planning Project Updates and Community Meeting Dates – Mayor Watts requested Council to be prepared to give liaison reports and Planning Project updates during the December meeting, and to review their calendars for potential community meeting dates.

October Work Session – Mayor Watts advised that during the October Work Session, the Council discussed increasing the ABC Board membership from 3 to 5, received the engineers report concerning an emergency storm water system repair that is needed on the island, and discussed the need for a storm water system maintenance long range plan to be developed and included in the Capital Improvements Plan (CIP).

Island Parking Proposal – Mayor Pro-Tem DeVita and Councilwoman Scott will present Council with the proposed parking ordinance amendments and the Lanier Parking Solutions proposal for paid parking during the December meeting.

Bureau of Ocean Energy Management – Mayor Watts advised that the Bureau of Ocean Energy Management has contacted the Town to determine our interest in participating as a consulting party with the Section 106 review for the undertaking of issuing leases. Staff has relayed our interest in participating as a consulting party.

November Work Session – Mayor Watts advised that the Work Session is scheduled for Thursday, November 13, 2014 at 9:00 am in the Town Hall Conference Room.

Planning Board Member – Mayor Watts presented a Certificate of Appreciation to Alvah Siebert who served on the Planning Board from 2003 – 2014.

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

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

Presentation to Council from the Committee to Honor America's Veterans

Chairman Gordon Coulson reported the success of the recent golf tournament hosted by the Committee and presented the Council with a framed flag for their individual support of the Committee and the event.

Public Comments

Rich Cerrato 517 Twisted Oak Lane – Commented that discussions held at Work Sessions should be held during regular meetings; requested an update from the Jaguar's Lair Negotiating Team since two members (the Attorney and Planning Director) have resigned from the Town; requested Council to schedule work sessions at night and to classify them as meetings.

Minutes

MAYOR PRO-TEM DEVITA MADE A MOTION TO APPROVE THE SEPTEMBER 22, 2014 WORK SESSION MINUTES, THE OCTOBER 6, 2014 REGULAR MEETING MINUTES AND THE OCTOBER 13, 2014 SPECIAL MEETING MINUTES AS PRESENTED. COUNCILMAN JOHNSON SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Town Administrator Report

Town Park – Susan Parker advised that a meeting with the permatrek manufacturer was held on site. Parker is awaiting a proposal from Withers and Ravenel for an aesthetically pleasing, low maintenance boardwalk material that CAMA will allow in the buffer area.

Storm Water System – Parker advised that Staff is moving forward with the emergency repair at North Shore Drive and 30th Street. Parker advised that the engineer recommendation, with State approval, to increase the pipe, which was questioned during the Work Session, has been verified with State officials. Parker advised that a 5 – 10 year storm water system maintenance plan will be developed as a capital improvements project and presented to Council for funding discussions during the Retreat and budget Work Sessions.

Resurfacing Project – Parker advised that the resurfacing project was completed in the last few weeks and the contractor is finalizing driveway repairs, grading and maintenance work.

Streetscape Project – Parker advised that the Streetscape project is nearing completion with mulch being added this week.

Town Administrator Report (Cont.)

Recycling Program – Parker advised the 698 residents are participating with the recycling program including 167 new customers and 156 customers have signed up for the weekly recycling pickup during the season.

Planning Director – Parker advised that eight (8) resumes have been received for the Planning Director position and all have coastal management experience.

Finance – Parker welcomed Bonnie Schwerd, Finance Director who started today. Parker advised that the 2013/2014 audit is complete and the Auditor presentation is expected during the December meeting.

Jaguar’s Lair – Parker advised that the preliminary draft of the engineer’s report is being reviewed for verification of completion of Section One. The Negotiating Team has requested meetings with Coastal Communities concerning Sections 2B & 2C, but a meeting date has not been secured. Parker advised that the analysis of Section One should not interfere with the negotiations for Sections 2B & 2C.

Departmental Reports

Police – Chief Joyner advised that a strong armed robbery of a 90 year old lady occurred and a person of interest is in custody. Detectives are working with the District Attorney.

Public Works – Parker advised the irrigation installation is nearing completion which will be followed by landscaping.

Building Inspections – Randy Walters, Building Inspector, advised that the preliminary plans for the Sunset Commons Apartment Complex on Highway 904 will be presenting to the Building Inspections Department in early 2015. The developer is working with NC DOT concerning a driveway connection now. Walters advised that the number of building permits issued is on the rise.

Fire Department – Mayor Watts thanked the Fire Department staff for assistance with the recent bicycling events hosted in Sunset Beach.

Finance Department – Bonnie Schwerd, Finance Director, introduced herself to the Council and advised that her department plans to produce a monthly financial report for the Council.

Old Business

None

New Business

Consideration of Appointment of the UDO Administrator

COUNCILMAN SHERRILL MADE A MOTION TO APPOINT SUSAN PARKER AS THE UDO ADMINISTRATOR. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

New Business (Cont.)

Consideration of Appointment of Finance Director and Budget Officer

COUNCILMAN WILLIAMS MADE A MOTION TO APPOINT BONNIE SCHWERD AS THE FINANCE DIRECTOR AND BUDGET OFFICER. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration of Appointment of Planning Board Members and Authorization for Clerk to Advertise Position Expiring in February 2015

COUNCILWOMAN SCOTT MADE A MOTION TO APPOINT CAROL SANTAVICCA, BOB TONE AND GREG JENSEN FOR THREE (3) YEAR TERMS TO THE PLANNING BOARD AND TO AUTHORIZE THE TOWN CLERK TO ADVERTISE THE PLANNING BOARD ETJ POSITION THAT WILL BECOME VACANT IN FEBRUARY 2015. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration to Increase the ABC Board from 3 to 5 Members; Consideration of Appointment of ABC Board Members and Authorization for Town Clerk to Advertise ABC Board Vacant Position

Mayor Watts advised that the Council discussed its desire to expand the ABC Board from 3 to 5 members during the October Work Session. Parker advised that Staff has received a legal opinion that the Council has the authority to expand the board. The Council commented that the expansion is not a display of displeasure with the current board but rather a desire to diversify the board.

COUNCILMAN WILLIAMS MADE A MOTION TO INCREASE THE ABC BOARD TO A FIVE (5) MEMBER BOARD. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

COUNCILMAN WILLIAMS MADE A MOTION TO APPOINT BETTY OAKES AND HERB TINGER TO THE ABC BOARD FOR THREE (3) YEAR TERMS AND TO AUTHORIZE THE CLERK TO ADVERTISE THE VACANCY. COUNCILWOMAN SCOTT SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Consideration of Adoption of the 2015 Annual Calendar

The Council reached a consensus to hold the September 2015 Council Meeting on Tuesday, September 8, 2015 due to Labor Day holiday.

COUNCILWOMAN SCOTT MADE A MOTION TO ADOPT THE 2015 ANNUAL CALENDAR FOR THE TOWN COUNCIL AND PLANNING BOARD AS AMENDED. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

New Business (Cont.)

Community Meetings

Mayor Watts announced two (2) Community Meetings for 2015, Wednesday, January 14, 2015 and Wednesday, June 10, 2015. Both meetings will begin at 7:00 pm and will be held in the Town Hall Council Chambers.

Consideration of Appointment to Fill Technical Review Committee (TRC) Vacancy

The Planning Board during their October 16, 2014 meeting voted unanimously to recommend Member Bob Tone to serve on the TRC.

COUNCILWOMAN SCOTT MADE A MOTION TO APPOINT MEMBER BOB TONE TO THE TRC. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR WATTS CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Public Comments

Betty Oakes 412 Cobia Street – Thanked the Council for reappointing her to the ABC Board.

Roy Cundiff 598 Kings Trail – Complained that the Brunswick Beacon did not report by article or photos the Break away to the Beach event hosted at Sea Trail in October which included over 550 cyclists for a 2-day event with routes covering Horry, Columbus and Brunswick Counties. Thanked the Mayor, Council and Staff for supporting the event and the hundreds of volunteers that made the event possible. Advised that the committee hopes to double the size of the event next year.

Charles Nern 647 Oyster Bay Drive – Condemned the recent email smear campaign waged against the Council and Staff members concerning swimming pools citing safety is the responsibility of the homeowners.

Rich Cerrato 517 Twisted Oak Lane – Presented a review of Jaguar's Lair and suggested the Council contact Brunswick County Commissioner Phil Norris; commented on the financial condition of the Town and requested a zero based budget be prepared and presented during the February retreat.

Carol Santavicca 9109 Forest Drive – Reminded Council that the Town has not experienced a tax increase since 2007; recognized that growth, improvements, services and maintenance are costly and encouraged Council to increase taxes.

Adjournment

COUNCILMAN WILLIAMS MADE A MOTION TO ADJOURN THE NOVEMBER 3, 2014 COUNCIL MEETING. COUNCILMAN SHERRILL 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 November 3, 2014 Meeting Minutes were approved by the Council during the January 5, 2015 meeting.