

**Town of Sunset Beach
Monthly Council Work Session
January 9, 2013**

MINUTES

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

Members absent: None

Attorney & Staff Present: Gary Parker, Town Administrator; Donna Rogers, Finance Director; Sandy Wood, Building Inspector; and Lisa Anglin, Town Clerk.

Mayor Cerrato called the Work Session to order. 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.

Agenda Amendments

Closed Session for Personnel

Gary Parker requested that the Council add a Closed Session for personnel reasons to the agenda.

COUNCILMAN WILLIAMS MADE A MOTION TO ADD A CLOSED SESSION FOR PERSONNEL REASONS PURSUANT TO NCGS 143-318.11 (a) (6) TO THE JANUARY 9, 2013 AGENDA. COUNCILWOMAN JOSEPH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Public Comments

None

Driveway Discussion – Corner of Shoreline Drive West & Sunset Blvd. North

Sandy Wood informed the Council that the potential buyer of the lot situated at the intersection of Shoreline Drive West and Sunset Blvd. North has approached the Town requesting a driveway access from Municipal Drive. NC DOT has denied access from Sunset Blvd. North but has not made a determination concerning the application for an access from Shoreline Drive West. In addition, the neighboring business owner (Maverick’s Coffee Shop) is also requesting access to his business from Municipal Drive. Both businesses are USPS addressed to Municipal Drive. Staff is recommending that the Town deny access from Municipal Drive due to curbing which was installed to mitigate storm-water run-off that was flooding the business properties (curbing explanation offered by Len Steiner (former Councilman) during public comments).

UDO Discussion

Landin Holland, Planner, briefly discussed the UDO items questioned in Councilwoman Scott's November 4, 2012 email. Holland advised that the Planning Board is going to revisit each item to consider amendment recommendations to the Council. Sandy Wood advised that a BEMC Representative is currently reviewing the UDO lighting section and could be asked to make a presentation concerning the current lighting section. The Council requested that if a presentation is scheduled that both the Planning Board and the Town Council be present.

Vision Plan Discussion

Landin Holland proposed two (2) public meetings in which to gather public input for the Sunset Blvd. North Corridor Vision Plan. The first meeting would be in the form of a Charrette meeting and would contain different stations for the public to view and offer feedback on photos of visual preferences. The results would be reduced to drawings and then displayed during the second meeting for all to see the consensus of the public's viewpoint for each of the proposed visual preferences. The Council directed Staff to notify the owners of the property abutting the affected portions of Sunset Blvd. North. The Council reached a consensus to hold the Charrette meeting on February 26, 2013 at 7:00 pm and the second meeting on March 7, 2013 at 7:00 pm, both at Town Hall.

Public Comments

Len Steiner 613 Kings Trail – Advised Council that the curbing on Municipal Drive was installed to mitigate storm-water run-off that was flooding the business properties; advised that during the January 7th meeting the Council appeared to be missing some relative information needed to make a decision and suggested that the Council hold multiple work sessions prior to discussing items during the regular meetings.

Bob Bobinski 155 Edge Water Circle – Questioned if NC DOT had made a decision concerning the request for the installation of street lights at the mainland intersection of Sunset Blvd. North and South. Gary Parker advised that NC DOT has denied one of the lights and the Town is waiting for the decision on the other one.

Charles Nern 647 Oyster Bay Drive – Questioned if the Town was notified when commercial properties changed the nature of the business occupying the spaces and if the current regulations for parking etc., had to be met. Sandy Wood replied that a change of occupancy permit is required and the new business must meet all of the regulations for that type of business prior to the approval of the permit.

Closed Session

COUNCILMAN WILLIAMS MADE A MOTION TO GO INTO CLOSED SESSION FOR PERSONNEL REASONS PURSUANT TO NCGS 143-318.11 (a) (6). COUNCILWOMAN JOSEPH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Closed Session (Cont.)

COUNCILWOMAN SCOTT MADE A MOTION TO RETURN TO THE WORK SESSION. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

COUNCILWOMAN JOSEPH MADE A MOTION TO RECONVENE TO THE WORK SESSION. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

The Council met in Closed Session for approximately 10 minutes.

COUNCILWOMAN JOSEPH MADE A MOTION TO CREATE A FULL TIME ACCOUNTING ASSISTANT/DEPUTY FINANCE OFFICER POSITION AND TO AUTHORIZE THAT THE POSITION BE FILLED IMMEDIATELY. COUNCILMAN WILLIAMS SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

COUNCILWOMAN SCOTT MADE A MOTION TO ADJOURN THE JANUARY 9, 2013 WORK SESSION. 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