

**Town of Sunset Beach
Monthly Council Work Session
August 16, 2011**

MINUTES

Members Present: Mayor Ronald Klein, Mayor Pro-Tem Lou DeVita, Councilman Bob Bobinski, Councilwoman Karen Joseph, Councilwoman Carol Scott, and Councilman Wilson Sherrill.

Members absent: None

Attorney & Staff Present: Gary Parker, Town Administrator; Mike Isenberg, Town Attorney, Donna Rogers, Finance Director; Dustin Graham, Public Works Department Director; Chris Barbee, Fire Chief; Lisa Massey, Police Chief; Sandy Wood, Chief Building Inspector and Lisa Anglin, Town Clerk.

Planning Board Vacancy Interviews

The Council interviewed Albert Seibert, Carol Santavicca and Thomas Vincenz for the Planning Board vacancies.

Closed Session

COUNCILWOMAN JOSEPH MADE A MOTION TO GO INTO CLOSED SESSION TO:

- a. Instruct the town attorney concerning the handling of the action entitled "Margaret K. McCarrel vs. State of North Carolina and Town of Sunset Beach, 10 SP 1205" pursuant to NCGS 143-318.11 (a) (3) and consult with the town attorney in order to preserve the attorney-client privilege; and
- b. To consider the performance of an employee pursuant to NCGS 143-318.11 (a) (6).

MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR KLEIN CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

The Council met in Closed Session for approximately 30 minutes and then recessed the Closed Session until the end of the Work Session.

Public Comments – Agenda Items Only

Rich Cerrato 517 Twisted Oak Lane – Read and distributed a prepared statement voicing opposition to the monthly Work Session schedule, the installation of a sign at the park, the proposed salary study and the recent cost of living increase.

Annual Report Draft

The Council reviewed the draft Annual Report. The Council discussed the document length, contents and graphs. Council reached a consensus to individually meeting with or email Gary Parker to submit changes and suggestions for the Annual Report. The Council will review the revised draft at the September Work Session.

Jim Pryor – Director, Brunswick County Parks and Recreation

The Council and Mr. Pryor discussed park development approaches. Mr. Pryor suggested that the Council hire a Consultant at the beginning of the project to organize and solicit public input in both written and verbal form and to produce a master plan. Mr. Pryor informed the Council of federal and state grants available and the advantages of forming partnerships with non-profit groups that have 501C3 status for additional funding sources.

Review of Draft RFP for Personnel Consultant

The Council reviewed the Draft RFP for Personnel Consultant and information obtained from the NC League of Municipalities concerning a contract they have with MAPS Group to perform this service for municipalities. The Council reached a consensus for Gary Parker to revise the RFP to define the deliverables expected from the Consultant. The Council reached a consensus to consider the revised RFP for Personnel Consultant during the August 29, 2011 Regular Meeting.

Review of Draft RFQ for Engineering Consultant

The Council reviewed the Draft RFQ for Engineering Consultant. The Council discussed which projects to include, who is responsible for inspections and the desire for a work schedule of when work would be performed to eliminate double work and wasted money. The Council reached a consensus for Gary Parker to revise the RFQ for Council to review during the September Work Session.

The Council discussed the Work Session purpose, structure and type of items to be placed on the Work Session agenda.

Signs for the Park and Boat Ramp

Councilwoman Joseph requested that the Council consider installing “Future Home” signs, including grant contributor logos, on the park and boat ramp properties. The Council reached a consensus to install signs at both locations. Gary Parker will contact NC Wildlife Resources Commission concerning the Boat Ramp sign.

Councilman Bobinski alerted the Council to graffiti under the new bridge. NC DOT will be contacted concerning securing the access way under the bridge.

Public Comments

Bill Satterfield 103 Old Oak Lane – Voiced opposition to the monthly Work Session, questioned the amount of grant funding received that was stated in the draft Annual Report and voiced opposition to the park and boat ramp piers.

Carol Santavicca 9109 Forest Drive – Voiced support for the monthly Work Session and suggested that Council give a summary of the Work Session at the beginning of the Regular Meeting; advised that a parking survey would give extra points when applying for grant funding.

Joe Santavicca 9109 Forest Drive – Voiced support for the Annual Report and the need for the Town to provide factual information to the citizens.

Public Comments (Cont.)

Rich Cerrato 517 Twisted Oak Lane – Voiced opposition to signs being installed at the park and boat ramp, annual report and the personnel consultant.

Closed Session – Reconvened

COUNCILWOMAN JOSEPH MADE A MOTION TO RECONVENE THE CLOSED SESSION. COUNCILMAN BOBINSKI SECONDED THE MOTION. MAYOR KLEIN CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

The Council met in Closed Session for approximately 30 minutes. No action taken.

MAYOR PRO-TEM DEVITA MADE A MOTION TO RETURN TO THE WORK SESSION. COUNCILMAN BOBINSKI SECONDED THE MOTION. MAYOR KLEIN CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

COUNCILMAN SHERRILL MADE A MOTION TO RECONVENE THE WORK SESSION. COUNCILWOMAN SCOTT SECONDED THE MOTION. MAYOR KLEIN CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Adjournment

MAYOR PRO-TEM DEVITA MADE A MOTION TO ADJOURN THE AUGUST 16, 2011 WORK SESSION. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR KLEIN CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Town of Sunset Beach

Ronald F. Klein, Mayor

Submitted by:

Lisa Anglin, Town Clerk

*** The August 16, 2011 Minutes were approved August 29, 2011.**