



**City of Boiling Spring Lakes
Board of Commissioners Monthly Meeting
October 6, 2020
City Hall – 6:30 p.m.**

PLEASE TURN OFF CELL PHONES

1. **Call to Order ~ Mayor Craig Caster**
2. **Pledge of Allegiance ~ Commissioner Witt**
3. **Attendance ~**

Mayor Craig Caster
Commissioner Tom Guzulaitis
City Manager Jeff Repp
Police Chief Greg Jordan

Commissioner Steve Barger
Commissioner Teagan Hall
Commissioner Dana Witt
City Clerk Jane McMinn

4. **Approval of the Regular Agenda ~**

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Barger approving the agenda for the Board of Commissioners Meeting of October 6, 2020.

Vote ~ 5 ~ 0

5. **Recognition of Police Officers ~ Chief Greg Jordan**

Officer Eric Mahoney ~ Chief Jordan awarded Officer Mahoney with the Chief's Commendation Letter and Pin and recognized Officer Mahoney for possibly saving the life of an individual who was in need. Officer Mahoney offered assistance to the individual, provided food and beverage and personally transported this individual to a rehabilitation center. With this act of selflessness, Officer Mahoney has made a difference in someone's life. This individual notified Chief Jordan and informed him that he has been drug free for over seven (7) months and that Officer Mahoney has changed his life forever.

Officer Megan Wells ~ Chief Jordan explained Officer Wells noticed smoke coming from a home and notified Central Communications to alert Fire/Rescue to respond. There were no residents in the home at that time, however Officer Wells saved the lives of a number of pets. Chief Jordan presented Officer Wells with the Chief's Commendation Letter and Pin. Officer Mahoney nominated Officer Wells for this award.

Captain Kevin Smith ~ Chief Jordan explained Captain Smith was instrumental in solving a 25 year old murder cold case last year of a missing person back in 1995, Mr. Timothy Smart. In March 2019 Captain Smith found leads in the case. He was able to search the area where Mr. Smart's remains were found. By Captain Smith's continued investigation

he was able to bring closure to Mr. Smart's family. Captain Smith was awarded the Chief's Commendation Letter and Pin.

Captain Smith was recommended to receive an award from the Veteran of Foreign Wars Post 10400, our local VFW. The Award presented to Captain Smith is a Certificate of Appreciation in recognition as the VFW National Law Enforcement Public Servant Citation as Officer of the Year and received a recognition pin.

That the Letters of Commendation for the Officers is hereby incorporated by reference and made a part of these minutes.

6. Presentation ~ Fire Chief Theresa Tickle

Chief Tickle stated in December 2019 we were able to replace our ladder truck that was 33 years old. We tried to sell the truck, but to no avail. Fire Chief Jeffrey Stotesberry reached out to Chief Tickle stating the truck would be such a blessing to their Fire House in Swan Quarter. Chief Tickle then contacted their membership and all were in favor of donating this truck to the Swan Quarter Volunteer Fire Department.

Two weeks later Chief Stotesberry and his team traveled to BSL to pick up the truck. Chief Stotesberry thanked the BSL Fire House and community for their donation. Chief Stotesberry stated they are so blessed to meet such wonderful and caring people. We are so appreciative.

7. Public Comments ~ [Comments are limited to 5 minutes per speaker]

No public comments were heard

8. Approval of Minutes ~

- a. Approval of the Board of Commissioners Regular Meeting Minutes dated September 1, 2020.
- b. Approval of the Board of Commissioners Workshop Meeting Minutes dated September 18, 2020.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt approving the Board of Commissioners Regular Meeting Minutes dated September 1, 2020; and Approving the Board of Commissioners Workshop Meeting Minutes dated September 18, 2020.

Vote ~ 5 ~ 0

9. Consent Agenda ~

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Barger approving the Consent Agenda.

Vote ~ 5 ~ 0

10. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~ Ms. Ann Hollingsworth

Ms. Hollingsworth invited Chief Tickle and the nominee for the Certificate of Appreciation to come forward.

The Community Appearance Commission contacted the Fire Chief, Police Department, City Hall and Community Center if they had a volunteer that has gone above and beyond what has been asked of them to do. Chief Tickle nominated Sara Crissman Edge. Mrs. Edge is not a department employee, however Mrs. Edge has given so much of her time and support to the Fire Department. She is married to a BSL Firefighter.

Ms. Hollingsworth reported the Commission chose three commercial properties for recognition this year. We see all the work that has been done by Buildings and Grounds here at City Hall, the new sign at the Fire Department and keeping the grounds so neat. We would also like to thank so many people for all the hard work and dedication to our Community Garden. We would like to recognize Karen and Mike Hartigan, Commissioner Tom Guzulaitis, Rick Cushman, Billie Jean and Woody Smith, Janet Carlisle, Gene Helbig and Pat Elliott for all their efforts and hard work.

b. Planning Board ~ Mr. Bill Clark, Chair

Commissioner Witt reported for Mr. Clark

The Planning Board met on Tuesday, September 8, 2020 and approved the request submitted by Mary Green to rezone numerous city owned properties from residential to recreation. This was tabled last month and approved for the October agenda. Both the zoning map amendment and the consistency statement were also approved. Under Old Business, Mr. Endress was not satisfied with our resolution to his dock issue at our August meeting, however we have not heard back from Mr. Endress as of September's meeting.

c. Parks & Rec. Advisory Board ~ Chastity Rosebrock

Mrs. Rosebrock reported the Comprehensive Pedestrian Plan has been completed and will be brought to the Board of Commissioners for adoption at the November 4, 2020 meeting. The Board would like to thank the Cape Fear Council of Government, North Carolina Department of Transportation, AECOM and the Steering Committee and Staff for all of their work on this plan to make the City of Boiling Spring Lakes a walkable community in the future. The Community Center has reopened to the public, the current hours are Monday through Friday, 7:00AM to 8:00PM. The fitness room is open by appointment only. Youth and adult programs are scheduled throughout the week. Continued conversations on the possible development of North Lake Park have continued. The Parks & Recreation Advisory Board has included information in your agenda packages in regard to the purchase of two additional lots adjacent to the current park. We urge the Board to consider these lots for purchase as soon as possible.

d. Special Events ~ Commissioner Hall

Commissioner Hall reported the Committee did not meet in September, however they will be meeting this month.

e. Library Commission ~ Commissioner Witt

Commissioner Witt reported the Library Commission will not hold a meeting next week, but will meet in the month of November.

f. BSL Fire/Rescue ~ Chief Theresa Tickle

- Chief Tickle reported for the month of August we had 22 medical calls, and 29 fire calls. We are still only responding to Delta/Echo.
- Mutual aid training was held with Bolivia this month, this helps with our ISO training.
- Our open house recruitment day was held with a good turnout.
- Smoke alarms are still available, if anyone is in need please just give us a call to make an appointment.
- On October 17, 2020 we will be holding our annual BBQ plate sale starting at 11:00AM which will run until we are out of food.

11. City Manager's Report ~ Mr. Jeff Repp

City Manager Repp reported:

- As of August 30, 2020, the City had \$1,488,765 in cash and investments.
- We had a very good quarter for sales tax revenue considering what we were projecting. We are currently 12.9% ahead of schedule. The October report will give us a better idea of where we will be in the November/December timeframe. At that time, we can then decide if we should lift the hiring freeze, as well as some other projects.
- Property tax collections for the quarter, July, August and September, were at 19.48%. The big months for collections will be October, November and December. We are not seeing any delay in citizens paying their taxes.
- We did receive a slight reduction in our Powell Bill Revenue. In July 2020 the General Assembly deleted appropriations of \$7.35 million to the Powell Bill in FY 2019; also removing \$10.42 million in nonrecurring funds. All cities and towns saw approximately a 10% reduction for the FY 2021, bringing us to \$293,580 from 2020, which was at \$310,083.
- We received 12 new residential building permits, which were issued in August. We have budgeted for 50 this year and have exceeded that number. We are currently at 56.
- We received notice from NCDOT informing the City they are planning a closure at the intersection of E. Boiling Spring Road and the MOSTU Road. The railroad material in that area needs to be replaced. We have several questions which have been sent to NCDOT to get further information as to the duration of time for the closure, to date we have not had a response.
- The renovations for the new Police Department are scheduled to go out for proposals after the first of the year.
- Update on City personnel ~ we have received two notifications of resignations. Karen Thompson has announced her plans to retire effective December 1, 2020. Karen's position is essential to fill. We also have the resignation of Jackie Roman at our Police Department, which is effective October 13, 2020. We have existing frozen vacancies, two (2) in Public Works and one (1) in Parks & Recreation. With the hiring freeze, no positions were to be filled between June through December.

- The update on the Special Assessment District as it relates to the sewer system ~ out of 328 total lots involved in the project, we have received full payment from 238 owners. We have 45 owners who have arranged to go with the three (3) year payment plan. Currently, to date we have not heard from 43 owners; however, we will be sending letters out to those owners again.
- On September 18, the City held Industry Day, which was followed by a workshop with the BOC to bring everyone up to speed on the 60% drawings moving on to 90% drawings. I sent an email out today responding to our PDMG with FEMA to provide us an update on the two projects we have remaining on the storm event. Sanford and Upper Dam ~ we are awaiting their determination if this project will be a repair verses a replacement project. A determination will then be made on what will be covered. Additional information was requested on North Lake and Pine Lake, which has been provided to McGill Associates.
- A meeting was held with Dam Safety to review the concepts the City is proposing for the Middle Dam. Dam Safety has approved the drawings, which will provide a dam that will have a 250 ft. structure that will be at the water level.

That the City Manager's Monthly report of August 6, 2020 is hereby incorporated by reference and made a part of these minutes.

12. Old Business ~

No Old Business was reported.

13. New Business ~

- a. **Resolution** ~ authorizing the Sale of City Property Via Negotiated Offer and Upset Bid Process.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Hall authorizing the Sale of City Property Via Negotiated Offer and Upset Bid Process.

Vote ~ 5 ~ 0

- b. **Resolution** ~ to change street name on Official Maps

Commissioner Witt clarified the current Bett Lane will be renamed to Pamlico Road in order to maintain the access to the private property which will be renamed Bett Lane.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt to change the street name on Official Maps.

Vote ~ 5 ~ 0

- c. **Order** ~ adopting a Contractor Prequalification Policy for Construction and Repair Projects per North Carolina General Statute 143-135.8.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Hall adopting a Contractor Prequalification Policy for Construction and Repair Projects per North Carolina General Statute 143-135.8.

Vote ~ 5 ~ 0

- d. **Order** ~ appointing Sheryl Johnson to the Parks & Recreation Advisory Board completing the term ending November 8, 2020; and Barbara V. Reynolds to the Community Appearance Commission completing the term ending April 3, 2022.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Hall appointing Sheryl Johnson to the Parks & Recreation Advisory Board completing the term ending November 8, 2020; and Barbara V. Reynolds to the Community Appearance Commission completing the term ending April 3, 2022.

Vote ~ 5 ~ 0

- e. **Order** ~ authorizing the City Manager to accept the proposal of Diligent Corporation providing a web-based service known as BoardDocs enhancing the government process and communications at the annual subscription cost of ***Five Thousand Dollars and No Cents (\$ 5,000.00)*** from the CARES Act funding for COVID-19.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt authorizing the City Manager to accept the proposal of Diligent Corporation providing a web-based service known as BoardDocs enhancing the government process and communications at the annual subscription cost of ***Five Thousand Dollars and No Cents (\$ 5,000.00)*** from the CARES Act funding for COVID-19.

Vote ~ 5 ~ 0

- f. **Order** ~ adopting the Remote Participation Policy for the Board of Commissioners and committees/boards in the event of physical absence as defined within the policy.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt adopting the Remote Participation Policy for the Board of Commissioners and committees/boards ***adding the new language under Section 5***, in the event of physical absence as defined within the policy.

Vote ~ 5 ~ 0

- g. **Request for Public Hearing to rezone properties from residential to recreation ~**

- a. Zoning map amendment for properties on North Lake, Spring Lake, Pine Lake, Community Garden, Alton Lennon, Shadow Lake, Silver Lake, Seminole Lake, Lake Keziah, Harper Lake and Frink Lake to be set for the November 4, 2020 Board of Commissioners Meeting.

- b. Zoning map amendment for properties on Lake Middleton, Lake Reeves, Lake Hastie, Schneider's Park and Mirror Lake to be set for the December 1, 2020 Board of Commissioners Meeting.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt for discussion.

Commissioner Barger commented we should not be rezoning private property without the property owners request or consent. I will not condone this and hope these properties are removed.

The Board requested Mary Green, Director of Parks & Recreation to comment. Ms. Green explained this was requested to be consistent with the Comprehensive Plans that we are laying out. These are deeded, platted as map areas, but they are not zoned as park areas. We are trying to get consistent as to how things are reading and worded. Ms. Green also agreed that private properties should not be listed for rezoning.

A ***motion*** to amend was made by Commissioner Barger, a ***second*** by Commissioner Witt to hold the public hearing, removing the three (3) private properties. Two (2) at North Lake, property numbers 142PA00901, 142PA00204 and one (1) at Lake Reeves, 157OF001.

Vote ~ 5 ~ 0

14. Discussion ~

a. Acquiring two parcels at North Lake Park ~ Commissioner Guzulaitis

Commissioner Guzulaitis informed the Board we have been able to acquire two (2) properties at North Lake in the last year. There are two end parcels, currently these two (2) lots are unbuildable failing perk tests. We have to be prepared to stay ahead of the growth coming to our City. There is a good opportunity for our City to develop something special with the purchase of the lots.

A ***motion*** was made by Commissioner Guzulaitis, a ***second*** by Commissioner Hall to purchase the two properties at North Lake Park.

Vote ~ 2 ~ to 3 ~ (Commissioner Guzulaitis and Commissioner Hall were in favor. Mayor Caster, Commissioner Barger and Commissioner Witt were opposed to the purchase.) **Motion Failed**

b. Lifting the hiring freeze ~ Commissioner Hall

Commissioner Hall commented about the hiring freeze that was imposed in March has placed a strain on Public Works. We have two office managers and not enough “boots on the ground.” I would like to suggest we reinstate two (2) of these positions.

A *motion* was made by Commissioner Hall, a *second* by Commissioner Witt to reinstate two (2) of the positions for Public Works.

City Manager Repp recommended waiting until the City receives the sales tax revenue from the County in October and see where we are at that time after a review of the numbers. Following the review, we can then add the lifting of the freeze for certain positions at that time.

After a discussion ensued, Commissioner Hall withdraw the motion.

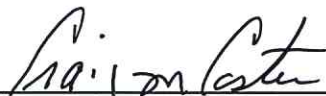
A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt amending the motion to modify the hiring freeze to only include the equipment operator and the community center position. In addition to filling the maintenance technician and the finance manager positions.

Vote ~ 5 ~ 0

15. Adjourn ~

A *motion* to adjourn was made by Commissioner Barger, a *second* by Commissioner Witt to adjourn the Board of Commissioners Meeting of Tuesday, October 6, 2020.

The Board of Commissioners Regular Meeting of October 6, 2020 adjourned at 7:35P.M.



Craig M. Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date





City of Boiling Spring Lakes Police Department

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Gregory L. Jordan, Chief of Police • (910) 363-0011 • Fax: (910) 363-0023 • E-mail: gjordan@cityofbsl.org

April 07, 2020

Officer Eric Mahoney
Boiling Spring Lakes Police Department
9 East Boiling Spring Road
Southport, NC 28461

Officer Mahoney,

On May 03, 2019, you responded to call at Spring Lake Park in reference to a homeless person staying in the park. Upon arrival, you met with a Mr. Zackery Manning from the state of Georgia. Mr. Manning indicated that he wanted to go for Drug Rehabilitation in Wilmington and, though you could not take him at that moment, you did furnish him with water and asked him to stay in the area until you had completed other calls. At about 15:00 hours on that day, you did offer food and beverage and transported him to Launch Pad Rehab in Wilmington.

On January 21, 2020, Mr. Manning called me, the Chief of Police, to state that he had been "clean" of drugs for seven months and he credited your actions for helping him to get clean. He noted how nice and caring you were and stated that you quite possibly saved his life.

Sometimes, a small act of kindness is all that is needed to change a life and you seized the opportunity with this encounter. Your actions went well beyond the call of duty and were truly admirable. They reflect positively on you and the Boiling Spring Lakes Police Department, and these actions reflect the compassionate side of the law enforcement profession. I am very pleased to have you as an officer and a mentor with the Boiling Spring Lakes Police Department and am truly grateful that you are here for the citizens of Boiling Spring Lakes.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory L. Jordan".

Gregory L. Jordan
Chief of Police
Boiling Spring Lakes Police Department



City of Boiling Spring Lakes Police Department

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Gregory L. Jordan, Chief of Police • (910) 363-0011 • Fax: (910) 363-0023 • E-mail: gjordan@cityofbsl.org

April 07, 2020

Officer Megan Wells
Boiling Spring Lakes Police Department
9 East Boiling Spring Road
Southport, NC 28461

Officer Wells,

On February 08, 2020, you were patrolling Goldsboro Road when you saw smoke coming from a residence. At the time, you notified your partner and proceeded to investigate. You then learned that there was an active residential fire and notified Central Communications so that they could get Fire and Rescue departments to respond. After completing the notification, you then attempted to determine if people were inside the residence. Luckily, there were no people in the residence but there were a number of pets. Because of your alertness to duty and your quick actions, two dogs and possibly two cats were rescued from the fire and smoke.

Your actions went above and beyond the call of duty and were truly commendable. They reflect positively on you, the Boiling Spring Lakes Police Department, and on law enforcement as a profession. While I am very pleased to have you as a member of our team, the citizens of Boiling Spring Lakes can certainly be proud of your actions and can be grateful that you are here for them.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory L. Jordan".

Gregory L. Jordan
Chief of Police
Boiling Spring Lakes Police Department



City of Boiling Spring Lakes Police Department

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Gregory L. Jordan, Chief of Police • (910) 363-0011 • Fax: (910) 363-0023 • E-mail: gjordan@cityofbsl.org

April 07, 2020

Captain Kevin Smith
Boiling Spring Lakes Police Department
9 East Boiling Spring Road
Southport, NC 28461

Captain Smith,

In 2014, you started looking into a cold case of a missing person, Timothy Smart, from 1995. Though it took a while, in March of 2019 you, with the assistance of the North Carolina State Bureau of Investigation, developed new leads in the case. Upon following up on those leads, you obtained enough information to arrest an individual for the murder of Mr. Smart. Though many areas were searched in the late 1990's and early 2000's, at the time of the arrest, Mr. Smart's remains still had not been located. Upon studying the details of the case, testimony and maps, you visited several possible locations and determined there was one place that warranted a thorough search. Within 20 minutes of the start of the search, Mr. Smart's remains were located.

Your actions and determination went well beyond the call of duty and were truly commendable. Not only were you unwavering in your pursuit of justice, you were able to bring closure to a family and allowed Mr. Smart to receive a proper burial. Your activities reflect positively on you, the Boiling Spring Lakes Police Department, and on law enforcement as a profession. While I am very pleased to have you as a member of our team, the citizens of Boiling Spring Lakes can certainly be proud of your actions and can be grateful that you are here for them.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory L. Jordan".

Gregory L. Jordan
Chief of Police
Boiling Spring Lakes Police Department

Name: Kevin William Smith

Title: Detective Sergeant

Address: 9 East Boiling Spring Road

Southport, NC 28461

Phone: (910) 363 - 0011

Award: VFW National Law Enforcement Public Servant Citation

In every occupation, there are people behind the scenes whose work – though important – often goes unnoticed. The bus drivers that get children to school safely, the Lab Technicians who help confirm a doctors diagnosis and countless others that do amazing things just by “doing their jobs.” In law enforcement, often the police detective is overlooked. On television, detective and investigative work is portrayed as enjoyable, full of excitement and extremely dangerous, but in reality, it is not quite that way. There is an element of danger as with all police work but Detective work consists of a great deal of paperwork and documentation. Detectives carry a load of several cases at any given time and they must be flexible as they might be questioning a suspect in a simple larceny one minute and thirty minutes later, they may have to speak to a child, who was the victim of a crime. In addition, and especially in smaller jurisdictions, Detectives must be knowledgeable in a variety of areas (crime scene, computer forensics, interviewing/interrogating etc.) because they do not have the specialized units often found in large departments. To further this, cases become delayed as results for evidence submitted to the lab take months instead of hours and witnesses are reluctant to get involved. To make it even a little more discouraging, a case can be worked for months just to fall apart when it is learned that a victim or witness was untruthful in their statement. Because of this, it takes a special person with patience, determination and skill to be a detective. Kevin Smith of the Boiling Spring Lakes Police Department is such a person.

It is doubtful that the case would have been solved without the relentless efforts of Detective Kevin Smith. Furthermore, it is with great certainty that the remains would have never been found had it not been for his determination. The wooded area where the remains were suspected had been searched several times in the past, but the initial search areas were several hundred yards away from where the remains were eventually located. It was only after careful scrutiny and study of the case and area - as well as several walk-through searches - that Detective Smith was able to pinpoint the correct location of the remains.

This is just one example that shows Detective Smith will go to great lengths to help the victims of crime. This case took a great deal of time and while he could have spent most of his time on this, Detective Smith did not forget about his other cases. During the May through September time frame, Detective Smith also worked on several child abuse and other serious cases simply because he felt it was owed to the victims. Even more so, during this time, Detective Smith completed his Bachelor's Degree in Criminal Justice from Liberty University and he received his Advanced Law Enforcement Certification from North Carolina Criminal Justice Training and Standards.

While this case may be considered a career defining case, it is just a sample of the strength of character that Detective Smith has portrayed over several years in Law Enforcement. He is passionate about helping victims of crime and will do what it takes to ensure a successful resolution of a case. For his unwavering commitment to law enforcement, Detective Kevin Smith deserves recognition.

Nominated by: Greg Jordan – Chief of Police

Boiling Spring Lakes Police Department

Background:

In 2018, a 1995 missing persons case from Boiling Spring Lakes was featured on the “Unsolved” series on WWAY News - a local television station newscast.

(See: <https://www.wwaytv3.com/2018/05/07/unsolved-tim-smart-last-seen-in-boiling-spring-lakes-in-1995/>).

With that case, Timothy Smart, a truck driver from North Dakota, went missing in July of 1995 and was last seen in Boiling Spring Lakes as it is believed that he lived here for a short period. After the feature aired, the North Carolina State Bureau of Investigation received new information regarding the case. The information led to the development of new leads and witnesses. Detective Smith – who had been working on this case since 2014 – was notified and he accompanied the SBI Agent to speak with an individual located out of state. The individual gave detailed information regarding the incident that occurred around the time that Mr. Smart became missing and this led to the arrest of Brian O’Daniels for Murder on July 1, 2019.

(See: <https://www.wwaytv3.com/2019/07/02/arrest-made-in-unsolved-case-in-boiling-spring-lakes/>).

The witness also gave information regarding the location of Mr. Smart’s remains but, as the remains were in a rural forested area, the exact location could not be pinpointed. This did not deter Detective Smith as he studied Satellite maps and walked the woods alone in an effort to locate a probable location to find the remains. On September 10, Detective Smith had found a location that may have been a possible resting place so a “dig” was initiated. The State Bureau of Investigation, NC Forestry Service and researchers from NC State University assisted in the dig. Within 30 minutes of the start of the dig, skeletal remains were located and those remains were later determined to be those of Timothy Smart. The location of the remains not only helped to solidify the case but – more importantly – it brought closure to the family and all those involved. Mr. Smart’s remains have since been sent back to his family for proper burial.

(See: <https://www.wwaytv3.com/2019/09/12/unsolved-case-closed-after-brunswick-mans-remains-found/>)



Est. 1971

Swan Quarter Volunteer Fire Department

PO Box 97, 25 Oyster Creek Road ~ Swan Quarter, NC 27885

www.swanquartervfd.org ~ info@swanquartervfd.org

www.facebook.com/Swan-Quarter-VFD-104335134460420

September 1, 2020

Theresa Tickle, Fire Chief
Boiling Spring Lakes Volunteer Fire Department
3059 George II Highway
Southport, NC 28461

Dear Chief Tickle,

We are a small volunteer fire department in rural eastern North Carolina (Hyde County). Our department was organized in 1971. We are an IRS recognized 501(c)(4). We currently operate with nineteen unpaid volunteers providing not only fire incident response, but also first responder service for medical emergencies in a district of 176.547 square miles. We are located on Mainland Hyde County, in the county seat of Swan Quarter. We are separated from Ocracoke Island, which is also part of Hyde County by about 25 miles of the Pamlico Sound.

Mainland Hyde County's 758.577 square miles is served by five volunteer fire departments (Engelhard, Fairfield, Ponzer, Scranton, and Swan Quarter). The (2018) population of the entire county was 5,230 with about 900 of those being full-time residents on Ocracoke island. Ocracoke also is served by their own volunteer fire department.

Our department is presently working towards establishing a substation in the central mainland Lake Comfort area, which will increase our overall district. And, we have mutual aid agreements with all of the other Mainland VFDs.


We understand that your Department has a surplus 1987 Simon-Duplex LTI Ladder Truck and we are wondering if you would consider donating this truck to our department. Except for a small ladder truck on Ocracoke island, there has never been another ladder truck in the county. Actually, there is no ladder truck available within one and one-half hour drive of the Mainland.

Hyde County is a large agricultural county with a lot of grain bins. Our department has an active agri-rescue presence on the Mainland, with equipment such as grain bin tubes and training to safely evacuate someone from a grain bin if the need arose. Having a ladder truck would immensely help in such an operation. Additionally there is the Hyde County Government Center and many older two and three story homes that would benefit from a ladder truck being in the county in case of fire. If our plans work out for a new substation, we envision that your ladder truck would be used as the 'first-out' truck from the new substation.

We've attached a copy of our 2020 budget. As I mentioned to you on the phone, only \$17,250.00 in funding comes from the County of Hyde. The remainder of our income shown on the budget from the County is payment for our First Responder calls.

We trust you will give our request serious consideration and we'd love to be able to discuss this matter more. I can be reached at 252-542-0901 if you need additional information. Our website and Facebook information are listed above.

Sincerely,



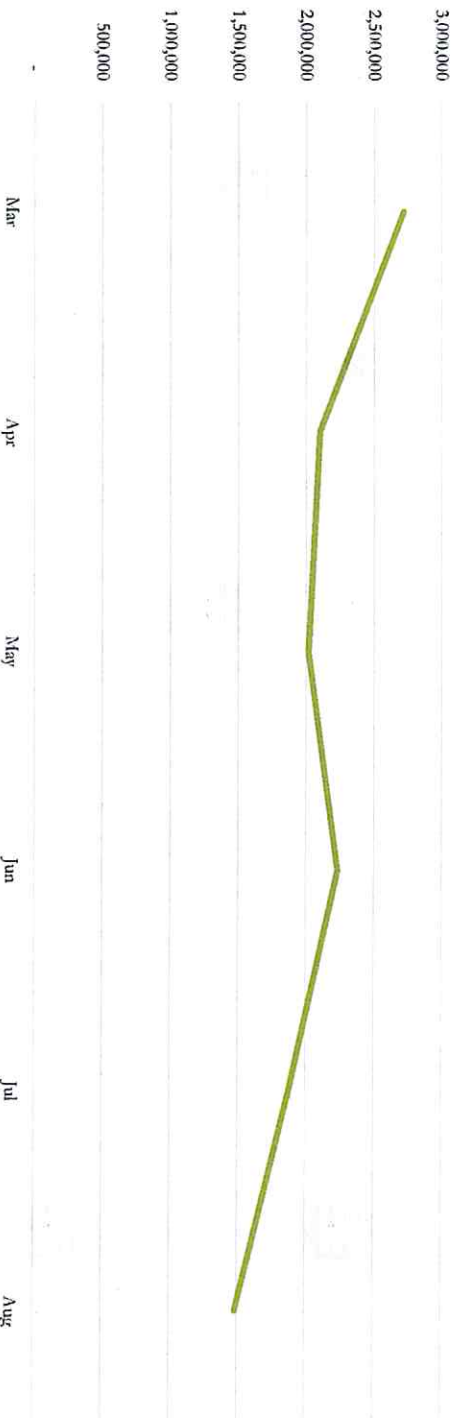
Jeffrey Stotesberry
Fire Chief

Malcolm Henry Williams, President ~ 65 Church Street ~ Swan Quarter NC 27885 ~ Home (252) 926-5531
Jeffrey Stotesberry, Chief ~ 601 NC Hwy 45 ~ Swan Quarter NC 27885 ~ Cell (252) 542-0901
Gary R. Cahoon, Vice-President ~ 1094 Main Street ~ Swan Quarter NC 27885 ~ Home (252) 926-4411
Carl W. Pugh, Secretary, 1128 Main Street ~ Swan Quarter, NC 27885 ~ (252) 945-9008
Jenny L. Stotesberry, Treasurer ~ 601 NC Hwy 45 ~ Swan Quarter N.C. 27885 ~ Cell (252) 943-6047

SWAN QUARTER VOLUNTEER FIRE DEPARTMENT, INC.	
2020 Operating Budget	
Expenses	
Item	Annual SQVFD
Bank Fees/Charges	\$100.00
Building/Equipment Repairs	\$500.00
Dues & Subscriptions	\$1,000.00
Electricity & Gas	\$12,000.00
Equipment	\$40,000.00
Equipment Testing	\$2,050.00
Fuel (for equipment)	\$2,200.00
Fundraiser expense	\$15,000.00
Insurance	\$14,000.00
Lawn Care	\$500.00
Mortgage/Loan payment (includes interest)	\$16,000.00
Pest Control	\$500.00
Professional Fees Legal/Accounting/Other	\$1,500.00
Program Expense	\$500.00
Supplies Office/Janitorial	\$600.00
Telephone & Internet	\$1,500.00
Trash	\$1,500.00
Travel & Entertainment	\$100.00
Water	\$450.00
Grand Total Expenses	\$110,000.00
Income	
County of Hyde	\$19,500.00
Donations	\$10,000.00
Fundraisers	\$25,000.00
Grants	\$40,000.00
Letter Campaign	\$15,000.00
Miscellaneous	\$500.00
Subtotals	\$110,000.00
Grand Total Income	

City Manager's Report

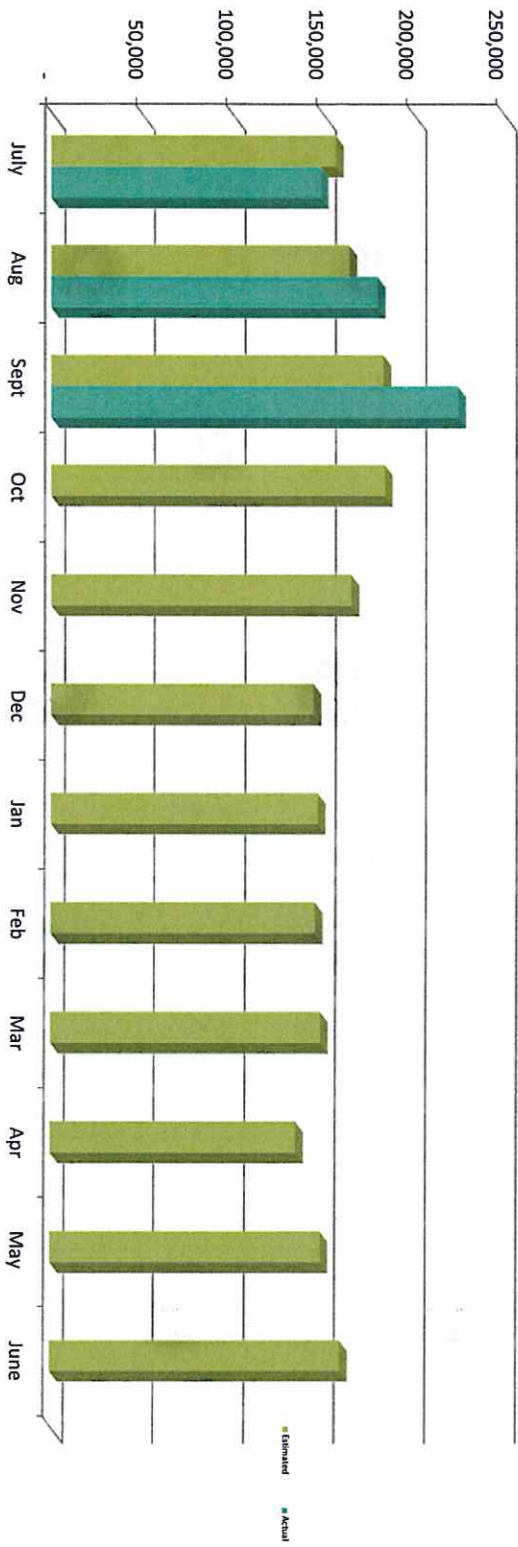
\$ 1,488,765 as of 8/30/20



City Manager's Report

12.9% (\$ 66,849) ahead of schedule after 1st quarter

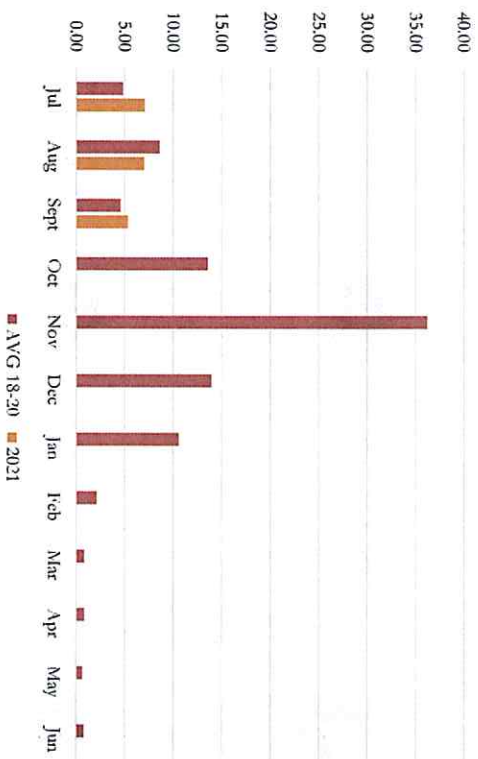
\$ 11,735 more than 1st quarter of FY 20



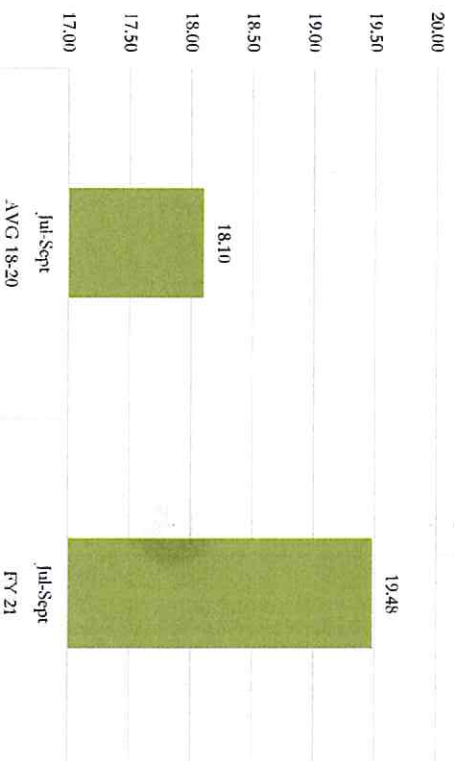
City Manager's Report

Property Tax Collections

Property Tax Collection % by Month

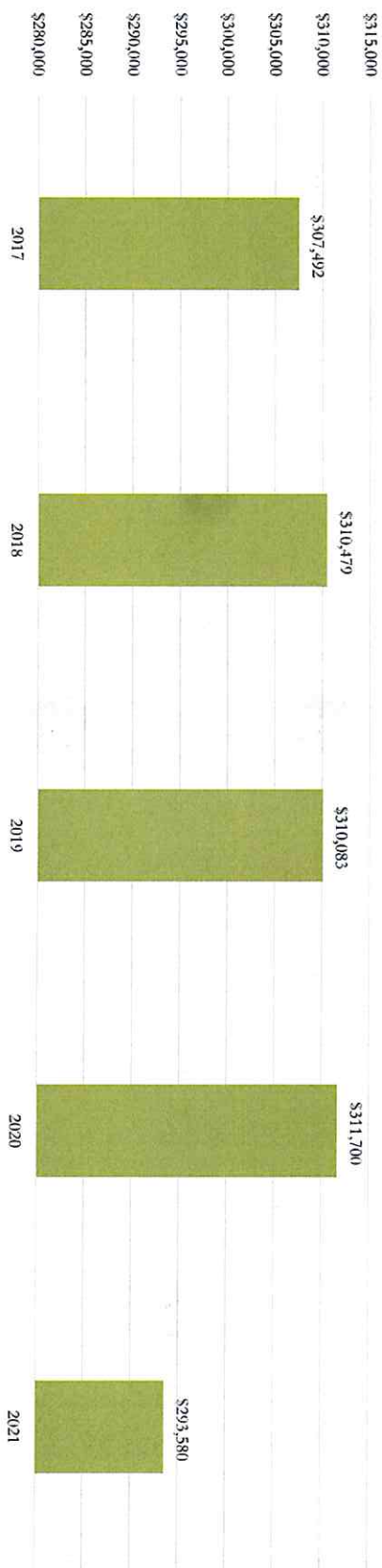


TO DATE % COLLECTED
COMPARISON



City Manager's Report Powell Bill Revenue

POWELL BILL REVENUE BY FISCAL YEAR

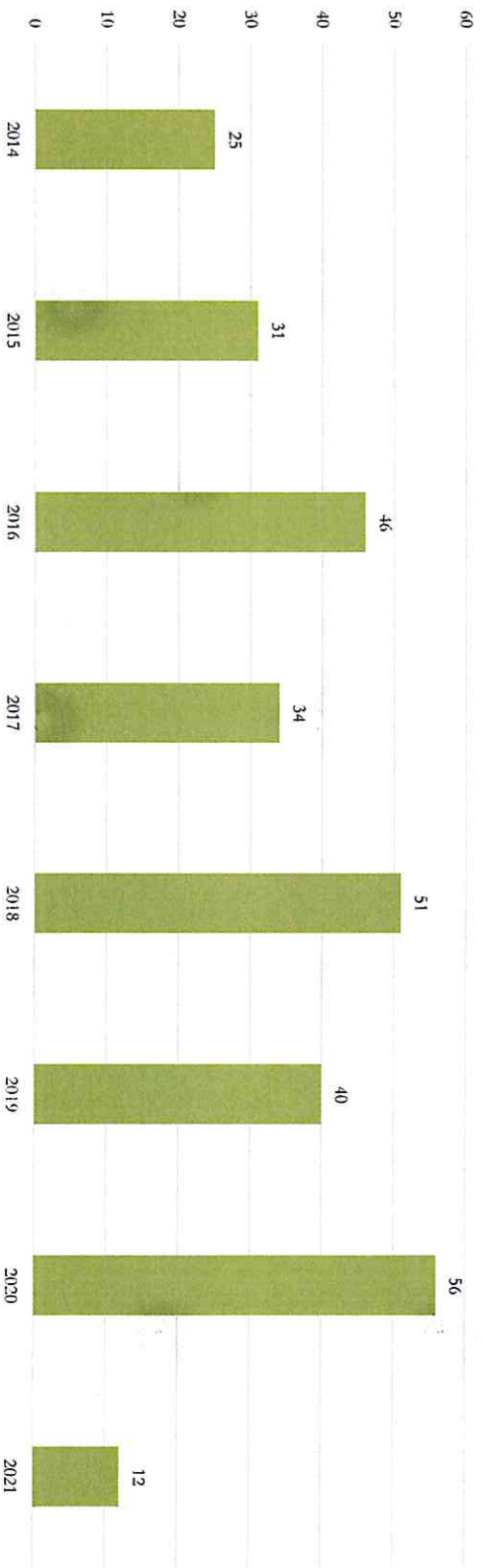


- July 2020 General Assembly deleted planned appropriation of \$ 7.35 million to Powell Bill put into place in FY 2019; also removed \$ 10.42 million in nonrecurring funds (just for FY 21);
- \$ 132.7 million then distributed in Powell Bill funds;
- 75% of the funds based on population, and 25% based on the number of locally maintained street miles;
- All cities/ towns saw about a 10% reduction for FY 21.

City Manager's Report

thru 8/31/20

New Residential Building Permits



10/7



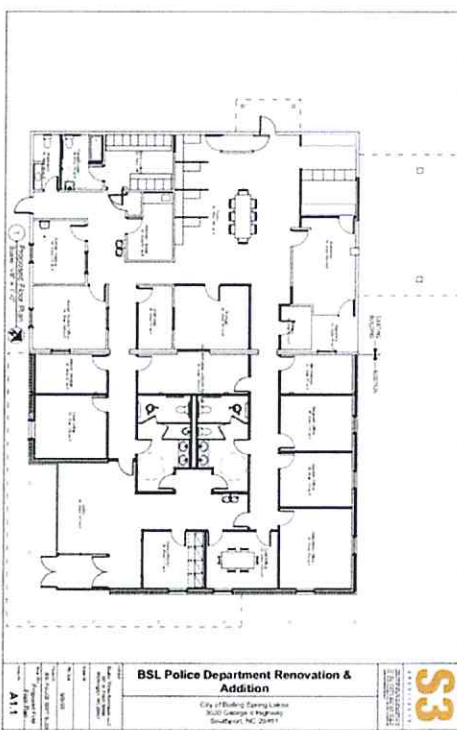
TC-03

DATE: SEP. 22, 2022
PROJECT NO.: TRB 1002
SHEET SIZE: ARCH D - 22x34

STATUS:
100% DESIGN
PRELIMINARY - FOR
REGULATORY REVIEW

Police Department Renovation Update

Task	Duration (days)	Proposed Schedule
RFP Issued		February 3, 2020
RFP Response Submitted	17	February 20, 2020
A/E Proposal Submitted	43	April 3, 2020
BSL Board Approval of Contract	32	May 5, 2020
PO Issued / Initial Site Visit	10	May 15, 2020
A/E Project Start	52	July 6, 2020
Rural Development Architectural Feasibility Report	21	July 27, 2020
Design Review Meeting	30	August 26, 2020
Design Revisions & Development	7	September 2, 2020
Design Review Meeting	1	September 3, 2020
35% Design Criteria Package Completion	90	December 2, 2020
USDA Loan Approval *	29	December 31, 2020
Issue Package for Design-Build Project	7	January 7, 2021
Design-Build Bid Opening	45	February 21, 2021
DB Bid Evaluation	7	February 28, 2021
Award DB Contract	14	March 14, 2021
DB Start	5	March 19, 2021
Substantial Construction Completion	365	March 19, 2022



CITY PERSONNEL

Administration - Vacancy

- Retirement (12/1) – Finance Manager

Police - Vacancy

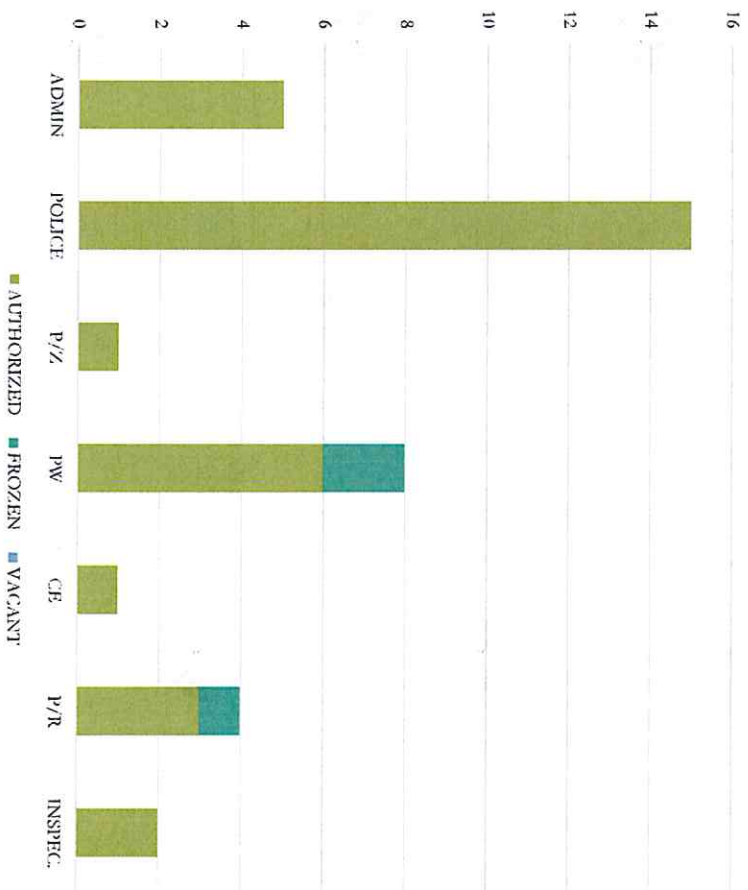
- Resignation (10/13) – Admin Asst

Public Works - Frozen/Vacancies

- Maintenance Technician
- Equipment Operation

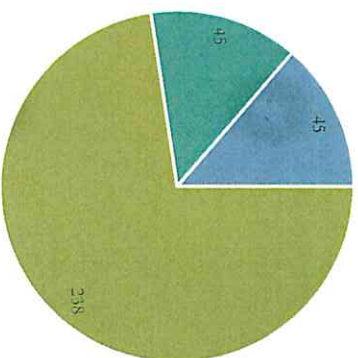
Parks & Recreation - Frozen/Vacancies

- Community Center Supervisor



Special Assessment District Current Status

Goldsboro/Fifty Lakes S&D - 328 Total Lots



■ Paid ■ Paid Plan ■ Not Paid

Dam(s) Update



October / Critical Path Issues

- Advertise for RFQ's for contractors – Oct 9th
- Continue 90% design
- Coordinate utility relocations and easements

Critical Path Issues

- McGill/City continues to await a response from FEMA CRC on the SOW with codes and standards references and PAR estimate of probable construction cost.

Sanford and Upper Dams (submitted May 2020).

- *DR-4393 #68141: Pending Determination Date Completion, this is based on Repair versus Replacement issue.*

North Lake Dam and Pine Lake Dam (submitted Sept 1, 2020.)

- *DR-4393 #126563: Project is at CRC pending Scope and Costing. We just completed a conference with CRC/JFO and Field staff discussing/claryfing questions that existed.*

September

- Facilitated Industry Day – 9/18/20
- Held workshop with BOC – 9/18/20
- Coordinate with City on Board adoption of resolutions for pre-qualification
- Continue 90% design
- Coordinate utility relocations and easements

Dam Schedule

City of Boiling Spring Lakes
Dams Construction/Reconstruction Project
Updated Schedule per Design Contract
Thu 8/27/20

D	Task Name	Duration	Start	Finish	Predecessor	2020	2021	2022	2023
8	Sanford and Upper Lake Dams	0 days	Mon 2/24/20	Mon 2/24/20		2/24			
9	Design & Permitting	217 days	Mon 2/24/20	Tue 12/22/20		2/24	12/22		
11	Submittal and approval of an Application and Emergency Action Plan	65 days	Wed 12/23/20	Tue 3/23/21	9	12/23	3/23		
12	Phase 3 - Procurement Bidding, Bid Evaluation and Recommendation	43 days	Wed 3/24/21	Fri 5/21/21	11	3/24	5/21		
13	Phase 4 - Construction Management: Construction (Sanford dam and Upper Lake dam)	390 days	Mon 5/24/21	Fri 11/18/22	12	5/24			11/18
15	Pine Lake and North Lake Dams	0 days	Mon 2/24/20	Mon 2/24/20		2/24			
16	Design & Permitting	217 days	Mon 2/24/20	Tue 12/22/20		2/24	12/22		
17	Submittal and approval of an Application and Emergency Action Plan	65 days	Wed 12/23/20	Tue 3/23/21	16	12/23	3/23		
18	Phase 3 - Procurement Bidding, Bid Evaluation and Recommendation	43 days	Wed 3/24/21	Fri 5/21/21	17	3/24	5/21		
19	Phase 4 - Construction Management: Construction (Pine Lake dam and North Lake dam)	390 days	Mon 5/24/21	Fri 11/18/22	18	5/24			11/18

The above schedule is based upon quotes and/or estimated review times and are subject to change based upon actual review times. L2U will expedite submissions and revisions to the extent possible to help maintain the above schedule.