

**City of Boiling Spring Lakes**  
**Board of Commissioners**  
**Regular Meeting Minutes**  
**December 4, 2012**  
**City Hall – 6:30pm**

1. **Mayor White** called the meeting to order at 6:30 pm and asked Melissa Thomas to lead the Pledge of Allegiance.
2. **In attendance** were Mayor White, Commissioners Carroll, Caster, Forte and Glidden. City Manager Jeff Repp, City Clerk Susan Hartman, City Auditor Wayne Berry and Building Inspector Jim Nicholas.
3. **Approval of Regular Agenda**  
A motion was made by Commissioner Forte and seconded by Commissioner Caster to approve the Agenda as presented.  
Vote 5-0
4. **Presentation FY 11/12 City Audit Report- Wayne Berry CPA**  
Wayne Berry wasn't present at this time.
5. **Presentation- North Carolina Forestry Service on Controlled Burn-** Bill Walker informed the Board That the NC forestry Service had combined 2 counties for the Ranger position. They are planning to do several controlled burns this year. Weather permitting they plan to burn 800-1100 acres.
6. **Public Comment**  
  
Chuck Wodja commented that the web-site needs to be updated. The last minutes that were posted to the web-site were July.  
  
Dan Lichty commented to the Board that the County had sent him a letter of condemnation through eminent domain and that he has an attorney and they are working out some option to present to the County instead of taking his middle lot. He has requested the City to work with the County on his behalf.
7. **Approval of Minutes –November 12, 2012 BOC Regular Meeting**  
A motion was made by Commissioner Carroll and seconded by Commissioner Glidden to table minutes.  
Vote 5-0

(Mr. Wayne Berry arrived at this time and Mayor White asked him to present the Audit results at this song)

8. **Presentation FY 11/12 City Audit Report** Mr. Wayne Berry, CPA, of Berry, Padgett & Chandler, PLLC, reported that an unqualified opinion was issued on the City's June 30, 2012 financial statements. He reported that the City Manager and staff had done a great job keeping costs under control. The Board was presented with a complete copy of the Audit.

9. **Department Reports**

- a. Public Works
- b. Public Safety/Animal Control
- c. Building Inspections/Code Enforcement
- d. Building and Grounds
- e. Parks and Recreation

A motion was made by Commissioner Carroll and seconded by Commissioner Caster to accept the Department Reports as presented.

**Vote 5-0**

10. **Committee/Board Reports**

- a. Community Appearance Committee- Ann Hollingsworth commented that they recognized 2 properties last month and they are working on the 2013 calendar.
- b. Planning Board- Bill Clark commented that the Planning Board has discussed some concerns and have forwarded them to the Board. There are 3 appointments and 1 alternate to fill.
- c. Parks and Recreation Advisory Board- Sandy Krasnow that they have reviewed the needs for the Teens and sent a proposal to the Board of Commissioners. The Youth Coordinator at the Baptist Church has offered to help. The annual Pancake Breakfast will be December 8<sup>th</sup> at the Community Center.
- d. Special Events Committee- Mary Stilwell commented to the Board that she will be having an Open House at her house on December 12 starting at 2:00 and hopes to see everyone there. There are 2 appointments to fill in Special Events. They assisted the AMVETS and \$600.00 was raised to feed the Marine Corp Band. This is her 13<sup>th</sup> year working with the City.
- e. Library Committee- Audrey Carathanasis commented that there is nothing to report at this time.
- f. Spillway Committee – Bob Brooks commented that the final design will be presented to us in January 2013.

11. **City Manager's Report and Presentation of Monthly Financial Reports-** Jeff Repp reported on the proposed Resolution for the Capital Reserve Fund. The Resolution upon adoption would create a new fund which would receive the over \$500,000 in remaining unrestricted funds that will be transferred from the Water Fund that was discussed in last month's report. Funds transferred into this fund can only be expended on facilities and improvements that exceed \$5,000 in value. Going forward street improvements, both new paving and resurfacing

of city streets, would be paid from this fund and on an annual basis the BOC would have the ability to transfer funds at budget time into this fund to pay for future street projects and/or improvements to public buildings and city parks. Equipment would still be funded in the general fund.

**12. Old Business**

**1. Order authorizing execution of Amendment #1 to Water and Sewer Agreement with Brunswick County.**

A **motion** was made by Commissioner Carroll and seconded by Commissioner Forte to accept this Order as presented.

**Vote 5-0**

**2. Road Paving-** Commissioner Carroll commented that there are several roads are in disrepair and that it would be better to have a workshop to talk about paving.

A **motion** was made by Commissioner Carroll and seconded by Commissioner Forte to schedule a workshop for December 12<sup>th</sup> at 8:30 am at City Hall.

**Vote 5-0**

**13. New Business**

**1. Proposed Capital Reserve Fund Resolution**

A **motion** was made by Commissioner Carroll and seconded by Commissioner Forte to table Road Paving until January BOC meeting.

**Vote 5-0**

**2. Sewer Project Items**

- a. Septic Tank Abandonment-** Jeff Repp commented to the Board that the City doesn't have a policy on filling abandoned septic tanks with sand. This would be an estimated cost of \$1200.00-\$ 1500.00 per tank to the resident.

Commissioner Forte asked Mr. Repp is there a risk that they could collapse if not filled and Mr. Repp replied potentially, yes. Commissioner Carroll commented that he is not for forcing homeowners to do this.

- b. Inspection Fees-** Jeff Repp commented that staff recommends a flat sewer inspection fee of \$75.00. Mayor White commented that he would like to see that fee waived.

A **motion** was made by Commissioner Carroll and seconded by Commissioner Forte to add Sewer Inspection Fees to the December 12<sup>th</sup> workshop.

**Vote 5-0**

**Consent Agenda-**

**1. Order authorizing the purchase of park equipment for Schneider Park**

A **motion** was made by Commissioner Caster and seconded by Commissioner Forte to table this until budget talks.

**Vote 3-2 (Caster and Forte Opposed)**



**2. Order authorizing Budget amendments to the FY 2012/2013 Budget.**

A motion was made by Commissioner Carroll and seconded by Commissioner Caster to approve this Order as presented.

**Vote 5-0**

**3. Order accepting the recommended 2013 Holiday Schedule for the City of Boiling Spring Lakes.**

A motion was made by Commissioner Carroll and seconded by Commissioner Forte to approve the Order as presented.

**Vote 5-0**

**4. Order accepting the 2013 Board of Commissioners Monthly Meeting Schedule.**

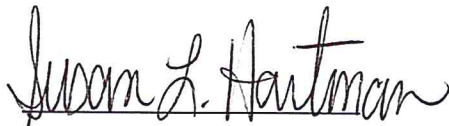
A motion was made by Commissioner Carroll and seconded by Commissioner Forte to approve this Order as presented.

**Vote 5-0**

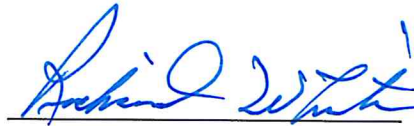
**14. Adjourn**

A motion was made by Commissioner Caster and seconded by Commissioner Carroll to adjourn this meeting.

**Vote 5-0**



City Clerk Susan L. Hartman



Mayor Richard White