

**City of Boiling Spring Lakes**  
**Regular Meeting Minutes**  
**April 3, 2012**  
**City Hall – 6:30pm**

**1. Call to Order** – Mayor White called the meeting to order at 6:30 pm and asked Judy Carroll to lead the Pledge of Allegiance.

**2. Attendance:** In attendance at the meeting were Mayor White, Commissioners Carroll, Caster, Forte and Glidden, City Clerk Susan Hartman, Finance Director Karen Thompson and UDO Administrator Becky Cummings.

**3. Approval of Monthly Agenda –**

**A motion** was made by Commissioner Carroll and seconded by Commissioner Forte to approve the monthly agenda with the following changes:

1. Add to Presentations: Doshier Hospital Representative –Search for CEO.
2. Add to New Business: ABC Board appointment.

**Vote 5-0**

**4. Presentations:** Debbie Barnes and Joe Agovino, Doshier Memorial Hospital trustees stated that Doshier Hospital is searching for a Chief Executive Officer and inquired to the Board and the residents as to what they desired of the next CEO of Doshier. Some residents offered input. Commissioner Carroll commented that we needed to get back to City business and thanked them for their time.

**5. Public Comment –**

Charles Walling of Pinehurst Road inquired if his road will be paved since there are now 18 houses on his road.

Pat Sykes introduced herself and announced that she is a candidate for Brunswick County Board of Commissioners District 3.

Joe Agovino introduced himself and announced that he is also a candidate for Brunswick County Board of Commissioners.

Barbara Nichols commented that she resides on Pine Road and is the last house. She owns the lot next to her home also and would like for the paving to be extended an additional 55 to 60 feet to cover beyond the lot next to her home.

Hank Troszaniec commented that he would like to talk about the Police department moving to the City Hall main building. I think it's hasty to start making a move before you have a tenant in place. He commented that if its tax dollars being spent then it should be carefully considered.

Joyce Warner commented that at the sewer meeting last month there was discussion about purchasing easement lots for the sewer system project. She commented that these easements are approximately \$30,000 to \$60,000 each and wanted to know who would be purchasing them, and if the sewer project

doesn't go through, who owns these easements then. She doesn't want the City to put out more money than necessary. It's a lot of money to ask the people to pay.

As far as the police department move to the City Hall main building, some of these numbers presented I don't agree with. I've had some commercial properties on the market and they are still sitting there, and you will still have some utility costs. As far as the administrative position at the front desk, Barbara could be moved to the front desk and Jim could move to the office next to her. I have spoke to the clerk several times about minutes not being available and you shouldn't have to beg to get minutes.

## **6. Approval of Minutes:**

February 7, 2012 Regular Meeting

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to approve the minutes of February 7, 2012 Regular Meeting as presented.

**Vote 5-0**

February 7, 2012 Special Meeting

**A motion** was made by Commissioner Glidden and seconded by Commissioner Carroll to approve the minutes of February 7, 2012 Special Meeting as presented.

**Vote 5-0**

March 6, 2012 Regular Meeting

**A motion** was made by Commissioner Carroll and seconded by Commissioner Forte to approve the minutes of the march 6, 2012 Regular Meeting as presented.

**Vote 5-0**

March 14, 2012 Special Meeting

**A motion** was made by Commissioner Caster and seconded by Commissioner Carroll to approve the minutes of the March 14, 2012 Special Meeting as presented.

**Vote 5-0**

March 14, 2012 Closed Session

**A motion** was made by Commissioner Caster and seconded by Commissioner Carroll to approve the minutes of the March 14, 2012 Closed Session Meeting as presented.

**Vote 5-0**

## **7. Consent Agenda**

Department Reports

- a. Tax
- b. Public Works
- c. Public Safety
- d. Building Inspections/Code Enforcement
- e. Building and Grounds
- f. Planning
- g. Parks and Recreation

**A motion** was made by Commissioner Carroll and seconded by Commissioner Caster to approve the Consent Agenda as presented.

## **8. Committee/Board Reports**

a. Community Appearance Committee- Ann Hollingsworth reported that the azaleas are blooming throughout the City and are absolutely beautiful.

b. Planning Board- Bill Clark reported that the Planning Board considered the changes to the Sign Ordinance the Board of Commissioners requested and they voted 5-0 to not

make the changes. Planning Board will be working on the Supplemental Regulations next meeting.

c. Parks and Recreation Advisory Board- Melissa Thomas reported that they are working on the

d. Special Events Committee- Mary Stilwell reported that the Spring Bike Run will be this Saturday, April 7<sup>th</sup> and registration will begin at 9:30am. Registration fee will be \$20.00 for driver and \$10.00 for passengers. Prizes will be awarded for first and last place. Bunny run participants will draw numbered eggs. We are looking forward to Community Fun Day, lots of entertainment, trophies for the car shows. It's going to be a great time.

e. Library Committee- We had a Book Swap at the Community Center on March 27 and are having our next Book swap on April 30 at the Community Center.

f. Spillway Committee- Bob Brooks reported that he had nothing new to report at this time. He looks forward to meeting the new City Manager.

#### **9. City Manager's Report and Presentation of Monthly Financial Reports-**

**Finance Report-** Mr. Sabiston gave a brief summary of the department reports and the current financial statements. The current cash balance is \$4,228,426. Year to date revenues are \$1,731,634 and year to date expenditures are \$1,547,920. The total year to date revenues exceeds the expenditures by \$183,714.

**Sewer Project-** Mr. Sabiston reported that Brunswick County received the permit from NCDOT last month and is pursuing the additional permits from NCDENR and related agencies. Depending on the response, the project may be able to move forward a bid in the May/June 2012 timeframe. Following the bid returns, the City should be able to analyze the costs for installing sewer in either "A" and/or "B" and conduct a cost analysis to determine a more accurate estimated assessment charge to the parcel owners. The County should be able to provide the City with the various formula choices under the limits of the state statutes for charging assessments. Hopefully, with the actual bids in hand, the costs for installing sewer in the entire areas will be both affordable and much closer to the originally estimated cost of approximately \$9,000 per lot average.

**Spillway Project-** The Spillway Committee met again in February to review the project. The additional flood study that was recommended by the engineer was approved by the Board of Commissioners at the February meeting at an initial cost of up to \$9,000. That cost will be part of the original engineering contract approved by the Board in 2010. No new contract is needed for this study as Mr. Bendel has coordinated with the subcontractor for this service. The preliminary flood study will allow the engineer to complete his design and provide enough information for preliminary permitting from the involved state agencies.

**Water Assessment Refunds-** Staff has completed the review of the first two batches of refund checks for over 300 accounts. Staff is checking each account as well as possible to ensure that it is accurately refunded and to set off any debts that may be owed to the City by the account holder. So far the set off program is starting to produce a growing number of revenues for delinquent debts owed to the City. Staff hopes to have the clearly payable account holder refunded by June 30<sup>th</sup> and work through the remainder as quickly as possible following that timeframe.

## Unfinished Business

1. **Sign Ordinance** update and request to **set public hearing** for May 1, 2012 – Commissioner Carroll commented that the Board of Commissioners presented 4 points to the Planning Board to make changes on and there seemed to be some confusion as to what the BOC was asking the Planning Board to do. He commented that he would like to table this and have a BOC workshop.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Forte to table and set up a workshop to discuss wording on the Sign Ordinance. Mayor White added that the workshop would be held on April 11 at 6:30 pm.

**Vote 5-0**

2. Update on the **Water Assessment Refund** process – Karen Thompson reported that the Water Assessment Refund project is moving along. We have hired 2 part-time employees and are training them.

3. Approval of a week in April for **Spring Trash Pick-up**- this item was tabled from last month due to higher than budgeted prices.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to move on this and find the money.

Discussion: Commissioner Forte asked where are we going to find/get the money. Commissioner Carroll commented that this is a case where we have to find a way. Commissioner Forte agreed, but is concerned where the money is coming from, he doesn't want to take it from something else. Commissioner Carroll commented that he would revise the motion.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to revise the prior motion to read: to take approximately \$9,000 from the contingency fund to pay the additional cost for the Spring Trash Pick-up and to schedule it to begin on April 23, 2012.

**Vote 5-0**

4. Update relating to **consolidation of the BSL police department into the City Hall main building**- Commissioner Forte questioned whether we have anything viable for the rental of the Police department building. Have we approached the County about whether they could use the available space?

Mayor White commented that we can talk to the County about a sub-station for collections or maybe a library. I don't have anybody definite, but we have a lot of empty offices at City Hall. We don't need to make a lot of money on that building for the savings to be seen.

Commissioner Caster commented that he would like to talk about the administrative position at the front desk. It's my understanding that the Police department doesn't like the idea of not having their administrative person with them. Commissioner Carroll then asked Chief Ballree how he felt about not having their administration person with them. Chief Ballree commented that in a perfect world it would be nice to have a separate public entrance with a reception area and a receptionist, but it won't create a big problem if we don't.

Commissioner Forte commented that before we vote on this I think we should get our ducks in a row. Last month when we voted it was for a feasibility study. Before we do this I think we should know exactly what we are doing.

**A motion** was made by Commissioner Forte and seconded by Commissioner Carroll to table this item until the May BOC meeting.

**Vote 5-0**

**5. Road paving/re-surfacing project-** Larry Modlin reported that a 24 inch culvert was replaced on Gum Road. Bid requests were sent out and we should hear back from them soon. If we do an overlay, it will fail eventually. We are looking at several options. Mayor White asked Mr. Modlin about the status of the 55 feet of additional paving Mrs. Nichols was asking about during public comments. Mr. Modlin commented that the additional 55 feet of paving would cost approximately \$2500. Bids will be in by next Tuesday and we'll be in a better place to let you know. Also, the guy who was asking about Pinehurst, it does qualify, but not as much as the others. Commissioner Caster inquired if the 30% build out is actually used for qualifying. Mr. Modlin stated that it is actually used, that when Marty Kesmodel was Mayor he told them to use the 30% build out for qualifying.

**New Business-**

ABC Board Appointment-

Commissioner Carroll reported that Don Beckley had withdrawn his application, and that leaves 1 applicant, Donna Baxter.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Forte to appoint Donna Baxter to the ABC Board.

**Vote 5-0**

**Adjourn- A motion** was made by Commissioner Caster and seconded by Commissioner Carroll to recess this meeting until April 11, 2012 at 6:30.

**Vote 5-0**

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Susan L. Hartman City Clerk

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Richard White Mayor