

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

**I. Call to order-** Mayor White called the meeting to order at 6:30 pm.  
The Girls Scout Troop # 844 presented the flag and recited the Pledge of Allegiance.

**II. Attendance:** In attendance at the meeting were Mayor White, Mayor Pro-tem Carroll, Commissioners Caster, Forte and Glidden, Interim City Manager Paul Sabiston, and Interim City Clerk Susan Hartman.

**III. Approval of Monthly Agenda**

A **motion** was made by Mayor Pro-tem Carroll and seconded by Commissioner Caster to approve the monthly agenda with the following changes:

- 1) Add to committee reports g. Nature Conservancy
- 2) Add to New Business #8. Paving

**IV. Proclamation** declaring March 11-17, 2012 Girl Scout Week (Mayor Pro-tem Carroll read proclamation)

A **motion** was made by Mayor Pro-tem Carroll and seconded by Commissioner Glidden to approve proclamation declaring the week of March 11-17, 2012 as “Girl Scout Week”.

**V. Public Comment**

**1. Nathan McConnell** of BSLVFD commented that the Fire Department is asking for a contribution from the City for 2012/2013 budget year to help with operating cost. He reported that the City of Boiling Spring Lakes is the largest incorporated city in Brunswick County. He reported that VFD’s budget has not increased in 5 years but the operating expenses have and we are projected to spend \$17,000.00 in diesel fuel alone this year. Our call volume has increased substantially. Last year the City helped us with purchasing a defibrillator and we have used it many times. We appreciate the City’s assistance and ask for continued support.

**2. Joyce Warner** commented that she would like to have included in the Sign Ordinance Article 10 page 6 golf course lots and properties in the off-premise signs 2 signs per lot, one on golf course side and one on the front of property. She commented that off-premise and directional signs are helpful to the public.

**3. Cheryl Riker** gave an ABC Board update and explained that there were 10 steps to disposing of the inventory of the ABC store damaged by the fire in February. She commented that the ABC Board is still waiting on the insurance adjuster to determine whether to restore or rebuild.

**VI. Approval of Minutes:** February 7, 2012 Regular Meeting  
February 8, 2012 Special Meeting

Approval of February minutes was tabled until April 3 due to computer issues that prevented them from being accessible.

## **VII. Approval of 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 to Consent Agenda as presented.

**Vote 5-0**

## **VIII. Committee/Board Reports**

- a. Community Appearance Committee- Ann Hollingsworth reported that they had 3 properties recognized this month and that the committee is working on a collage of pictures.
- b. Planning Board- Bill Clark reported that last meeting they worked on definitions and will be working on supplemental regulations at their next meeting.
- c. Parks and Recreation Advisory Board- Melissa Thomas reported that the Board voted and are not going to make changes to the fitness center use policy. She commented that they are working on definition of a Park and adding signs to the Parks regarding the new concealed carry law for Parks. She welcomed the new members to the Board.
- d. Special Events Committee- Mary Stilwell reported that the Spring Bike Run (Bunny Run) will be Saturday April 7<sup>th</sup> and registration begins at 9:30 Fire and Rescue will be providing the meal and the proceeds will go to the playground at the community Center.
- e. Library Committee-Audrey Carathanasis had nothing to report at this time.
- f. Spillway Committee- Mr. Sabiston commented the he will be making contact with Mike McIntyre's office concerning available funds for such projects.
- g. Conservancy- Mike Forte reported that the Fire in The Lakes will be held at the Community Center on March 24<sup>th</sup> from 11:00-3:00.

**IX. City Manager's Report** – Mr. Sabiston presented the monthly financial report and updated the Board on the Sewer Project and the Water Assessment Project. He reported that the Board of Commissioners will begin meeting on April 11<sup>th</sup> to review the preliminary budget. He reported that we have been having problems uploading information to the web-site and that we met with a representative from icoastalnet and they will be quoting us a price to expand our uploaded and correcting some issues we are having, we also asked for a quote to re-design our web page. He extended a thank you to Larry Modlin and Ernie Siriani for helping secure the ABC store building after the fire.

## Unfinished Business

1. **Sign Ordinance** update and request to **set public hearing** for April 3 - Mr. Sabiston presented the completed Sign Ordinance as prepared by the Planning Board.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Forte to add language to allow off premise directional signs and to have the Planning Board send ideas back to the Board of Commissioners on such changes.

Discussion: Commissioner Caster wanted to know where we would put them and commented that we can't put them in the right of way.

Commissioner Carroll commented that his direction would not be to violate the ordinance but to somehow allow this; maybe business owners could allow signs on their property.

**Vote 5-0**

2. **Sign Ordinance –**

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to change language to have political signs reflect the same as state of NC with the same dates and times.

Discussion:

Commissioner Forte commented that if it's state statute then he's ok with it.

Commissioner Caster commented that he liked the way it was last election, the City looked good. He commented that he disagrees with making this change and that he would not vote to allow political signs in the right of way.

Commissioner Glidden commented that we should follow NC laws and rules.

Commissioner Caster again commented that he is opposed and that every year our City will be littered with signs.

**Vote 4-1 (Commissioner Caster opposed)**

3. **Sign Ordinance –**

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to add language to sign ordinance to allow small business owners to use sandwich board type signs from dusk till dawn with a maximum of 3 signs and the City could charge a \$5.00 fee per use.

Discussion:

Commissioner Caster wanted to know, where are we going to put these signs, in the right of way? Are you saying you can do it just don't get caught?

Commissioner Forte commented that he is a 30 year small business owner and we need to support these businesses somehow. Maybe they could put it in an area that is visible but not in the right of way. If we don't help our small businesses the only signs we will see in town are For Sale, For Rent and Foreclosed.

Commissioner Caster commented that we don't have to do this tonight.

Commissioner Glidden wanted to know is that \$5.00 per day? And

Commissioner Carroll commented that we'll let the planning Board decide that.

Mayor White commented that we need to add the real estate signs on golf course side of properties to allow 2 signs per golf course lot.

Mr. Sabiston reported that we won't have the public meeting in April it will be May.

4. **Water Assessment Refund** process – Mr. Sabiston reported that Mr. Wayne Berry the City Auditor reported the Water Fund reflected an unrestricted fund balance of 572,292 and that it appears there would be no further reason to hold the funds in the Water Fund account. Therefore, the entire unrestricted fund balance is available to be transferred to the General Fund for reallocation. This can be done by a budget amendment if you want to accomplish before year end.

#### **New Business**

5. **Resolution No. 2012-03** proclaiming Saturday, March 31<sup>st</sup>, 2012, from 8:30pm to 9:30pm, as Earth Hour in the City Boiling Spring Lakes.

**A motion** was made by Commissioner Glidden and seconded by Commissioner Caster to accept Resolution 2012-03 as written.

**Vote 5-0**

6. Request for approval for **parks and recreation staff** to receive immediate **additional training** on dealing with special-needs children.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to fund the approximately \$700.00 NCI Non Violent Crisis Intervention training.

Discussion:

Mary Green reported that the Non Violent Crisis Intervention training is a necessary tool to help with special needs children. The cost is \$400.00 for the trainer and 300.00 for the staff involved. There are 2 parts to the training part a will be done this year and part b will be presented next year.

**Vote 5-0**

7. Request for approval for the summer parks and recreation **camp schedule** and **salary increase** for PT summer camp counselors.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to allow 8-12 additional Summer Camp registrants and 1 additional staff person.

Discussion:

Mary Green commented that for registration purposes they are using tax payer v/s non-tax payer instead of resident v/s non-resident. She reported that with 1 additional staff person she could allow 8-12 additional Summer Camp children.

**Vote 5-0**

8. Approval of a week in April for **Spring Trash Pick-Up**.

Mr. Sabiston reported that the flat fee cost for the Spring Trash Pick-up service this year is approximately \$24,000 and the budgeted amount is 15,000. Mr. Sabiston recommended that the City hire a contractor to place dumpsters at different locations within the City for 7-14 days and then pay the contractor to remove the dumpsters. The residents would have to take their items to the dumpsters.

Mayor White asked if there were any recommendations from the Board. Commissioner Carroll commented that he would like to table this and look at the budget. He would really like to find the money to do this, as there are some residents that are not able to take their item to the dumpsters.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Forte to table this until next month.

**9. Presentation of information relating to consolidation of the BSL police department into the city hall main building.**

Mr. Sabiston reported his preliminary research for moving the police department to the City Hall building: The existing police department building could be leased for approximately \$2,000 per month that space is in good condition and would require very little work to make it habitable to a third party. The cost for utilities and miscellaneous expenses for police department in the existing building is approximately \$7,500 annually. The estimated cost to renovate the City Hall to accommodate the Police department is \$13,500. The estimated cost in additional utilities for City Hall is \$15,000 annually. Additional cost savings could be seen if the administrative assistant from the police department is moved to the front desk at City Hall and could handle the city and police telephone and general duties. That position is temporarily vacant.

Mayor White reported that the police department would need the entire back wall. Emmett Ballree commented that they could get by with what Mr. Sabiston proposed, but it would be good to have the entire back wall. In that case all we would have to do to the building would be to add 2 interior doors. Commissioner Carroll asked if Chief Ballree had any opposition to this change and Chief Ballree commented that he did not.

Commissioner Caster commented that City Hall was built for expansion in the future and by doing this we are eliminating that.

Commissioner Glidden commented that we are not selling the police department building, we still have that option. We need to fill those empty offices.

Mayor White commented that the savings is what he is looking at.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to include the entire back wall and add 2 interior doors in estimating this move.

**Vote 5-0**

**10. Paving –**

Mr. Sabiston reported that there is excess savings from the salaries of previous employees and that money could be used to do some paving.

Commissioner Caster commented that Chief Ballree is asking for money to replace a police officer position, and Mayor White commented that there is money in his budget to get him to July.

**A motion** was made by Commissioner Carroll and seconded by Commissioner Glidden to take the excess savings from salaries and pave Pine Road approximately \$32,193.

**Vote 5-0**

**A motion** was made by Commissioner Forte and seconded by Commissioner Carroll to take \$67,000 out of the General Fund for paving, 25,000 to pave Gum Road and \$41,502 to resurface Crestview Road.

Discussion:

Commissioner Caster commented that he doesn't have a problem with paving roads, but he thinks that we should wait until Budget time and Budget this.

Commissioner Carroll commented that with gas prices going up he thinks that several months could make a lot of difference.

**Vote 5-0**

**X. Adjourn –**

**A motion** was made by Commissioner Caster and seconded by Commissioner Forte to adjourn meeting.

**Vote 5-0**

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Susan Hartman Interim City Clerk

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Mayor, Richard White