



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
September 2, 2014
City Hall – 6:30 pm**

PLEASE TURN OFF CELL PHONES

1. Call to Order ~ Mayor Craig Caster

Mayor Caster called the meeting to order at 6:30 pm

2. Attendance ~ in attendance at the meeting were

Mayor Craig Caster	Commissioner Barbara Glidden
Commissioner Mike Forte	Commissioner David Putnam
Commissioner Mary Stilwell	City Clerk Jane McMinn
City Manager Jeff Repp	City Engineer William Murphy
Chief Brad Shirley	

3. Pledge of Allegiance ~ Joan Kinney lead the Pledge of Allegiance

4. Approval of Regular Agenda ~

Commissioner Putnam stated that he would like to make the change under New Business item **d** from an order to a motion on the 14 foot Boston Whaler.

A **motion** was made by Commissioner Glidden and seconded by Commissioner Forte to approve the Regular Agenda with the change requested by Commissioner Putnam under New Business item **d** from an order to a motion on the 14' Boston Whaler.

Vote ~ 5 ~ 0

5. Presentation ~ Dorothy Boyd

Fire Department Ladies Auxiliary Kayak Fundraiser

The Ladies Auxiliary will be holding a Kayak Fundraiser on September 20, 2014 at Spring Lake Park, registration will be at 9:00am and paddles in the water at 10:00am. The first 25 people to register will receive a free T-Shirt. We will be having food and beverages and a 50 / 50 raffle. All funds will be donated to the Boiling Spring Lakes Fire Department

6. Public Comment ~

Chuck Wojda ~ 161 No. Shore Dr.

Mr. Wojda inquired about the paving projects. In the interest of preserving our infrastructure I would like to know what our plans will be to preserve and repair the existing streets that need attention. Commissioner Putnam commented that when we get to that topic under New Business we plan to discuss the streets that need repair as well as streets that need paving. Also Mr. Wojda wanted to know how we came up with the estimate on the 14' Boston Whaler and what is the significance of the value. Commissioner Putnam commented that he would also address this under the New Business.

7. Approval of Minutes ~

A **motion** was made by Commissioner Putnam and seconded by Commissioner Stilwell to approve the minutes of the August 4, 2014 Citizens Forum and the August 5, 2014 Board of Commissioners Regular Meeting.

Vote ~ 5 ~ 0

8. Consent Agenda ~

Commissioner Glidden requested to see a comparison from previous years from the other departments in their reports; for example, last year at this time how many dogs we retrieved as compared to this year. City Manager Repp stated that he will direct the departments to provide this information in their monthly reports going forward.

9. Committee/Board Reports and Minutes ~

a. Community Appearance Committee ~

Ann Hollingsworth reported that there were 13 newcomers to welcome and 3 properties to recognize. The committee is working well together and keeping busy.

b. Planning Board ~

Commissioner Putnam reported that there was no meeting held in the month of July.

c. Parks and Recreation Advisory Board ~

Commissioner Stilwell reported that there were elections for new officers, Bob Stanley was elected Chair and Verda Darrell was elected Vice-Chair. Work is continuing on the surveys. There was continued discussion about the alligator problem and the leash law within our parks.

d. Special Events ~

Michelle Hennessey reported that the Mayor's Golf Tournament was a success and raised \$764.00 and we will decide what we should do with those funds over the next two meetings. We have the Bike Run scheduled for September 13, 2014 at the Community Center all participants will be benefiting our police department and our fire department. The Hayride is scheduled in October and we are looking for volunteers to come out and make a scene in the woods, the prize for the best scene will be \$150.00.

e. Library Committee ~ not yet formed

f. Business Development Committee ~

Joan Kinney began by wishing Craig Caster, David Putnam and Dale Richardson a very Happy Birthday.

The committee discussed having a section of the city's website that provides information about the demographics of the city in case any business may be interested in the information. We are trying to setup a workshop with all the boards and committees and would like Chris May to facilitate so we can be sure that we are all going in the right direction and everyone is on the same page. I am in the process of contacting cities that have a Wal-Mart Express to get information on how they enticed Wal-Mart Express to come to their town. We will also be checking on Publix which is another store that is making their way to our area. Jim Nicholas has been very helpful and provided the committee with a map showing the C-1 areas.

Commissioner Putnam inquired about the sign on Rt. 17 that was taken down and the city was going to get together to review putting up a sign that directs people to both Southport and Boiling Spring Lakes, however now there is just a very large sign directing people to Southport. City Manager Repp contacted the NCDOT and they will be working on a sign to be put up for Boiling Spring Lakes.

Commissioner Stilwell suggested that possibly the committee could put out a survey to see what the citizens are really interested in having. Joan Kinney commented that Jim Nichols stated to the committee members during their meeting that in the Planning Board survey it was expressed that people would like the Wal-Mart Express with the pharmacy in it but the committee is open to suggestions.

- 10. City Manager's Report and Presentation of Monthly Financial Reports ~ Jeff Repp**
City Manager Repp reported that as of July 31, 2014 the city had \$2,412,767 in cash and investments. As we started the new fiscal year our sales tax revenue is running 6.5% ahead of schedule. We also added to our website a link to the Brunswick County website who will be hosting a free dump week from September 15th through the 20th. Also there will be a hazardous household waste collection on September 20, 2014 at South Brunswick Middle School from 9am to 2pm. Check our website for more information. On September 11th work will be starting on the resurfacing and restriping of the parking lots at City Hall and the Community Center. The city had approximately \$375,000 in construction value in July with a total of 15 permits being issued including 2 new residential single family homes. There will be a preliminary meeting on new floodplain maps being held with Brunswick County EMS on September 16th at 2:00pm. More information will be forthcoming after the meeting. Our population as of July 1, 2013 is reported by the NC Office of State Budget and Management is 5,878, we are up from the previous population count of 5,694. This is the number they use for state shared revenues but specifically for sales tax revenue.

Commissioner Forte asked for the explanation of the undesignated reserve deficit of \$69,052. City Manager Repp explained that because of the 2 additional police cars that were purchased and the remainder of the SunGate Design Group budget came out of this year. Those two expenses have caused it to be a deficit though the ending fund balance from the last fiscal year will be higher because we did not spend all the money for SunGate at that time.

11. Old Business ~

a. Order ~ accepting proposed changes to the UDO for Article 5 Zoning Districts and Article 6 Supplemental Regulations

Commissioner Putnam commented that we collectively need to get the language correct as it applies to the living space of square footage. When duplex living is defined we need to make it clear if we are speaking about one side or two sides. Commissioner Forte was also in agreement to send this back to the Planning Board for specific clarification of square footage and clarity on specific areas of placement for future planning.

A **motion** was made by Commissioner Glidden and seconded by Commissioner Stilwell to return Article 5 Zoning District and Article 6 Supplemental Regulations to the Planning Board for further review of their recommendations especially with respect to the duplex zone.

Vote ~ 5 - 0

12. New Business ~

a. Proclamation ~ North Carolina Society Daughters of the American Revolution Brunswick Town Chapter Proclamation Constitution Week September 17-23, 2014 ~ Read by Mayor Caster

A **motion** was made by Commissioner Glidden and seconded by Commissioner Forte to approve the Proclamation of the North Carolina Society Daughters of the American Revolution Brunswick Town Chapter Proclamation Constitution Week September 17-23, 2014

Vote ~ 5 ~ 0

b. Resolution ~ A Resolution Amending Chapter 2 – Administration – Article II Boards, Committees and Commissions of the Code of Ordinances for the City of Boiling Spring Lakes forming a Library Committee

A **motion** was made by Commissioner Stilwell and seconded by Commissioner Putnam to approve the Resolution Amending Chapter 2 – Administration – Article II Boards, Committees and Commissions of the Code of Ordinances for the City of Boiling Spring Lakes forming a Library Committee

Vote ~ 5 - 0

c. FYI 2015 Street Paving Projects ~

City Manager Repp explained that from the prior year and this year we take the list of roads to be paved and recommend them to the board and then send out for bid. There will be portions of the roads that will be paved but not the entire road. City Engineer Bill Murphy put together a list of estimated costs based on the linear footage for each road. Commissioner Putnam inquired if some of the Powell Bill money can be used for storm water drainage along the roadways; City Manager Repp confirmed that some of the money is used for that purpose. Commissioner Putnam asked if someone could expand on the issue of preserving our roadways. Bill Murphy addressed the board and citizens and gave information about his background, stating that he is very comfortable with his role here in Boiling Spring Lakes. Addressing the issues of preserving the life of roads is important to do sooner rather than later. Going forward we will use what is called the PCI (Paving Condition Index) which after reviewing the road it will fall into one of the index numbers of condition. All the existing roads on the list are doable but that is the board's decision. Commissioner Putnam suggested that Bill Murphy review what his thoughts are of the streets on the list to reduce the flooding using the Powell Bill money in conjunction with paving the roads. Commissioner Forte suggested that we look at all of this at the workshop and figure out the best way to use the money that is available.

A **motion** was my by Commissioner Putnam and seconded by Commissioner Forte to table the decision of road paving until after the workshop that is scheduled for September 8, 2014

Vote ~ 5 ~ 0

d. Order ~ declaring a 14' Foot Boston Whaler Board and trailer and more accurately described below with an estimated value of ***Fifteen Hundred Dollars and No Cents (\$1,500.00)*** as surplus property and donating same to the Boiling Spring Lakes Fire Rescue (BSLFD)

A **motion** was made by Commissioner Putnam and seconded by Commissioner Stilwell that the City of Boiling Spring Lakes give the Boiling Spring Lakes Volunteer Fire Department the 14' Boston Whaler Dauntless, Mercury 60HP ELPTO Outboard along with the 2003 Aluminum Axle Boat Trailer with a value of \$4,000. This will be given to the Department towards their 2015-2016 budget year on the stipulation that this boat, the Boston Whaler will be used for the intended purpose that it was (partially) donated to Boiling Spring Lakes as a rescue boat on the city lakes.

Vote ~ 5 ~ 0

e. Order ~ appointing Don Kessler as a permanent member to the Board of Adjustment for a term of 3 years beginning September 2, 2014

A **motion** was made by Commissioner Glidden and seconded by Commissioner Putnam appointing Don Kessler as a permanent member to the Board of Adjustment for a term of 3 years beginning September 2, 2014

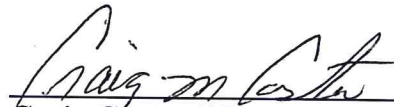
Vote ~ 5 ~ 0

13. Adjourn

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

Vote ~ 5 ~ 0

The meeting was adjourned at 7:23pm



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

