



City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
December 1, 2015
City Hall – 6:30 pm

PLEASE TURN OFF CELL PHONES

1. Call to Order ~ Mayor Craig Caster

The Board of Commissioner Meeting was called to order at 6:30 p.m.

2. Attendance ~ in attendance at the meeting were ~

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

Prior to the start of the meeting Mayor Caster announced the city needs volunteers for the Board of Adjustment, Planning Board and Special Events. Applications are available on our website or you can stop into City Hall to obtain an application.

Mayor Caster also announced that Commissioner Stilwell has been excused for tonight's meeting.

3. Pledge of Allegiance ~ Commissioner Forte

4. Approval of Regular Agenda ~

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Glidden to add under Old Business the resignation from the chairperson, George Ball of the ABC Board effective today, December 1, 2015 at 5:00 p.m.; and to appoint an acting chairperson until the vacancy has been filled.

Vote ~ 4 ~ 0

5. Introduction By ~ Police Chief Brad Shirley

Chief Shirley introduced Coleton Cyphers as one of BSL's new police officers. Coleton grew up in Brunswick County and has been an asset to the force in the short time he has been here. Coleton's grandfather, Timothy Rivenbark was the second police chief of BSL; we did not know this until after Coleton accepted the position.

Chief Shirley introduced Kyle Pszczultkoski who has worked for 4 years in the Southport Police Department where he has received a life saving award. Most recently he was employed with the power plant; he is a resident of BSL, married with two children. Kyle too has been an asset to the force and we are glad to have both Kyle and Coleton

Chief Shirley introduced Police Chaplain Lee Eiss who is an associate pastor at Generation's Church. Chaplain Eiss is a six year military veteran with the US Marine Corps and two years in the US Navy. Chaplain Eiss has been in ministry for over 40 years and has been a chaplain for over 20 years, he is a member of the International Conference of Police Chaplains and his law enforcement connection is his son, Police Chief of Wexhaw, NC in Union County

6. Public Comments ~

Audrey Carathanasis ~ 1281 Spring Lake Dr.

Audrey asked Commissioner Putnam for an update on the plantings along NC Rt. 87. The City received a grant for this project. Commissioner Putnam stated that City Manager, Jeff Repp just received the maintenance agreement which has requested bids for the work and the plantings will be done any time now until March 2016.

Ed Wilkie ~ 142 Pike Rd.

Ed thanked City Manager Repp for his honest statements during the ongoing trial of Spring Lake. Ed also stated the cities insurance will not cover the cost of this trial and funds will be spent from the general fund. To date the city has spent \$152,000 on legal expenditures with more expenses to come as the next phase moves forward. Ed again thanked Mr. Repp for his honest accounting.

7. Approval of Minutes ~

A **motion** was made by Commissioner Putnam **seconded** by Commissioner Forte to approve the minutes of November 4, 2015.

Vote ~ 4 ~ 0

8. Consent Agenda ~

A **motion** was made by Commissioner Forte and **seconded** by Commissioner Putnam to approve the Consent Agenda as written.

Vote ~ 4 ~ 0

9. Committee / Board Reports

Community Appearance Commission ~ Ann Hollingsworth

Ann reported the Appearance Commission is working on their property recognitions for Christmas. So far we have eight entries and we expect a few more. We are also working

on our Blue Ribbon winners for 2015. Ann thanked the city staff for the work they have done on the Christmas decorations and complimented how beautiful they look.

Planning Board ~ Bill Clark

Bill stated with the change of project management within the COG things are on hold until January 2016. We have received back the recommendations on duplexes and multi-use housing. The Board went over the Land Use Plan with Trey Burke who is the previous project manager and agreed the projection for the population was reasonable to put into the new Plan Use Plan.

Park & Rec Advisory Board ~ Bob Stanley

Bob reported the Board now has three sub-committees which are: Communications Subcommittee, we had honor, civic and economic students attending the meeting from South Brunswick High School to observe how the meetings are conducted. We have a Facilities Subcommittee which is checking on the prices and specifications for the memorial benches which the Board will bring to the city manager for review. The committee is checking on the upgrade to the tennis and basketball court. We also have a Department Subcommittee which does assessments on the parks and lakes. We received a comment from Justin Garza who suggested having a relationship with the Board and South Brunswick Schools and their athletic programs.

Commissioner Forte reminded everyone to join in the Pancake Breakfast on Saturday morning December 5th at the Community Center starting at 7:30 a.m. and I will be cooking those pancakes for you!!

Special Events ~ Commissioner Glidden

Commissioner Glidden reported Special Events is working on the Christmas tree lighting which will be on Saturday, December 5th and we will have rides in the fire trucks and lighting of the tree and activities following.

Library Committee ~ Francis Thomas

Francis reported the topics discussed at the last meeting were; long term planning, fund raising, enlarging the library, the book donation policy which is now posted in the library, the Christmas event on December 5th and technology.

10. **City Manager's Report and Presentation of Monthly Financial Reports ~ Jeff Repp**
Mr. Repp reported as of October 31, 2015 the city had \$2,413,360 in cash and investments. Sales tax revenue for the year is running about 6% ahead of schedule for the first four months. As of November 1, 2015, 29% of property taxes that are owed to the city have been collected. Also during the month of October we had approximately \$1.18 million dollars in construction activity with eight new homes under construction. Grass harvesting with Swamp Thing is scheduled to take place in the month of January 2016 on the Big Lake. Lastly, the FY 2015 preliminary audit has been provided by Wayne Berry of Berry, Padgett & Chandler. A presentation will be done in the January or February 2016 BOC meeting.

11. **Old Business ~**

a. Order ~ authorizing Christmas bonus / longevity pay for full and part time employees of the City of Boiling Spring Lakes for FY 2016 per the longevity schedule and payable by December 31, 2015.

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Forte authorizing Christmas bonus / longevity pay for full and part time employees of the City of Boiling Spring Lakes for FY 2016 per the longevity schedule and payable by December 31, 2015.

Vote ~ 4 ~ 0

b. ABC Board Resignation ~

Commissioner Putnam stated the Board has received a letter of resignation from George Ball, Chairman of the ABC Board, effective at 5:00 p.m. today, December 1, 2015.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Forte to accept the resignation from George Ball and thanked him for the time he has spent on the ABC Board.

Vote ~ 4 ~ 0

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Forte to appoint Donna Baxter as acting Chairperson of the ABC Board until a permanent person is appointed.

Vote ~ 4 ~ 0

12. **New Business ~**

Mayor Caster read and presented plaques to Commissioner Glidden and Commissioner Forte and thanked them both for the four years to service on the BOC and to the citizens of Boiling Spring Lakes.

Both Commissioners Glidden and Forte thanked the citizens and the city for allowing them to serve. Commissioner Forte announced that he will be filing to run for the Office of County Commissioner for District 4 which includes Boiling Spring Lakes.

a. Swearing in of Re-Elect Mayor Caster and New Board Members Mark Stewart and David Crawford ~

Mayor Craig Caster, Commissioner Mark Stewart and Commissioner David Crawford were sworn into office by Jane McMinn, City Clerk for BSL.

Mayor Caster thanked his wife Gail and the team that helped with his re-election campaign.

Commissioner Putnam congratulated Mayor Caster on his re-election and welcomed Commissioners Stewart and Crawford to the Board.

b. Committee Liaison Appointments ~

Mayor Caster appointed Commissioner David Crawford as liaison for the Special Events Committee. Mayor Caster also appointed Commissioner Mark Stewart as liaison for the BSL Fire Department.

c. Selection of Mayor Pro-Tem ~

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Crawford to appoint Commissioner Stewart as Mayor Pro-Tem. Commissioner Stewart has previously served as commissioner and mayor on the board and I feel he is most qualified.

Vote ~ 4 ~ 0

The oath of office was administered to Commissioner Stewart as Mayor Pro-Tem by Jane McMinn, City Clerk for BSL.

d. Order ~ approving the 2016 Holiday Schedule for the City of Boiling Spring Lakes

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stewart approving the 2016 Holiday Schedule for the City of Boiling Spring Lakes.

Vote ~ 4 ~ 0

e. Order ~ approving the 2016 Board of Commissioners Meeting Schedule for the City of Boiling Spring Lakes.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Putnam approving the 2016 Board of Commissioners Meeting Schedule for the City of Boiling Spring Lakes.

Vote ~ 4 ~ 0

f. Order ~ accepting the North Carolina Governor's Grant in the amount of Twenty Nine Thousand Dollars and No Cents (\$ 29,000.00) for the construction of a fishing dock with amenities at North Lake, City of Boiling Spring Lakes, N.C.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Crawford accepting the North Carolina Governor's Grant in the amount of Twenty Nine

Thousand Dollars and No Cents (\$ 29,000.00) for the construction of a fishing dock with amenities at North Lake, City of Boiling Spring Lakes, N.C.

Vote ~ 4 ~ 0

g. Order ~ appointing Kathleen Caric to the Special Events Committee to a 3 year term ending December 31, 2018.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Crawford appointing Kathleen Caric to the Special Events Committee to a 3 year term ending December 31, 2018.

Vote ~ 4 ~ 0

h. Order ~ appointing William Sraver to the Planning Board for a term of 2 years beginning January 1, 2016.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Putnam appointing William Sraver to the Planning Board for a term of 2 years beginning January 1, 2016.

Vote ~ 4 ~ 0

k. Order ~ appointing Jeremy Sexton to the Planning Board for a term of 2 years beginning January 1, 2016.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Crawford appointing Jeremy Sexton to the Planning Board for a term of 2 years beginning January 1, 2016.

Vote ~ 4 ~ 0

l. Order ~ appointing Nancy Crawford to the Planning Board for a term of 2 years beginning January 1, 2016.

A **motion** was made by Commissioner Crawford and **seconded** by Commissioner Stewart appointing Nancy Crawford to the Planning Board for a term of 2 years beginning January 1, 2016.

Vote ~ 4 ~ 0

Commissioner Putnam wished everyone a Merry Christmas and a Happy New Year.

Commissioner Stewart inquired if it was the policy of the BOC that a second is needed when requesting to have an item added to the agenda and asked to have this decided tonight.

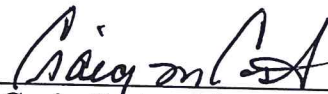
Mayor Caster explained the policy was agreed upon by the BOC at the retreat that was held in 2014. Commissioner Stewart requested to add this to the agenda under New Business this evening. City Manager Repp explained the portion for adding items to the agenda has passed, but it can certainly be added to the January agenda.

13. Adjourn ~

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Putnam to adjourn the meeting.

Vote ~ 4 ~ 0

The meeting was adjourned at 7:15 p.m.



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

