



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

PLEASE TURN OFF CELL PHONES

Board of Commissioners Closed Session Meeting ~ October 6, 2015 – 5:30p.m.

At 5:30 p.m. a **motion** was made by Commissioner Glidden and **seconded** by Commissioner Putnam to move into Executive/Closed Session pursuant to NCGS 1430318.11(3). The Mayor and Board of Commissioners moved into Executive/Closed Session for the purpose of discussing the matter pertaining to litigation filed against the City regarding the water level of Spring Lake.

Vote 5 - 0

At 6:15 p.m. a **motion** was made by Commissioner Glidden and **seconded** by Commissioner Forte to move out of Executive/Closed Session pursuant to NCGS 1430318.11(3) that the Mayor and Board of Commissioners move out of Executive/Closed Session. Mayor Caster stated there was no action taken during the Closed Session meeting.

Vote 5 ~ 0

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	City Clerk Jane McMinn
City Manager Jeff Repp	City Engineer William Murphy
Police Chief Brad Shirley	

3. Pledge of Allegiance ~ Jerry Wolf

4. Presentation ~ APWA Award ~ Brian Cavanaugh ~

Bill Murphy, City Engineer, presented Brian Cavanaugh an Achievement Award for Outstanding Service in Public Works, City of Boiling Spring Lakes from the American Public Works Association of the North Carolina, Chapter Streets Division. Bill Murphy congratulated Brian on the award and his 15 years of service to the City. Bill also introduced Magda Holloway who is the Public Works Director for Oak Island and is the incoming President of the Streets Division of the APWA.

Mayor Caster and the Board thanked Brian and the public works staff for all the hard work that was done during the large rain event of the past few days and monitoring the lake levels during that time.

5. Approval of Regular Agenda ~

Commissioner Putnam requested adding under Old Business the following ~

Article 6 ~ Supplemental Regulations

1. New Section ~ 6.52 Firing Range (Indoor Only) Indoor Firing Range
2. New Section ~ 6.53 Indoor/Outdoor Archery Range
3. Section 6.6 ~ Buildings and Manufactured House 6.6.1 Building Restrictions ~ changes to B, Adding Letter K

Article 5 Zoning Districts ~ Section 5.6 Table of Area, Yard and Height Requirements

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Putnam to approve the agenda with the addition of Article 6 ~ Supplemental Regulations and Article 5 Zoning Districts under Old Business adding a Workshop date of Thursday, October 8, 2015 at 10:00a.m.

Vote ~ 5 ~ 0

6. Public Comments ~

Zelma Rygg ~ 267 Holly Dr.

Zelma thanked the City for all the help the city has provided but stated there is still more to be done. There is still water coming from Crabapple, but we know you are aware of this, you have seen all the pictures. We continue to ask the city for their help to correct the flooding problem.

Chris Stewart ~ 259 No. Hill Dr.

Mrs. Stewart stated she has lived here since 1972. We have lived through many storms with lots of water. We want to commend all that has been done by our officials. Everyone who lives on the lake is aware of what can occur. Mrs. Stewart asked all citizens to work together for the betterment of the City.

William Smart ~ 37 Willis Dr.

Mr. Smart requested assistance and direction with a zoning issue. Mr. Smart is trying to bring an automobile concierge service to the city and he has acquired 5 S. Boiling Spring Lakes Rd. which is a C1 zoning district which I am working on to renovate. I was renting a small building on 125 W. Boiling Spring Rd. When I went to NCDMV to apply for a business license 125 W. Boiling Spring Rd. came up as a C1-A. I am asking for help and guidance since my application for a license was turned down because the area needs to be a C1. I am requesting guidance from the city on how best to proceed so I can operate my business temporarily in the C1-A district. Mr. Smart confirmed that the

business is a used car business with the difference being he would be taking requests for certain types of cars for people and researching where they can best be purchased. There would only be about 4 or 5 used cars for sale, not a car lot. The primary portion of the business would be the concierge service.

Mark Faulk ~ 243 Holly Dr.

Mark thanked the city for all their help with the water problems and stated the water did not get as bad this time as it has in the past, however there is still water and we will be glad when the water/flooding problem is solved, the sooner the better.

Chuck Wjoda ~ 161 No. Lake Dr.

Chuck complimented the work that has been done on the website stating there is more information and the Engineers Corner and the Police Department page are both very informative.

7. Approval of Minutes ~

a. September 1, 2015 ~ BOC Regular Meeting

Commissioner Stilwell stated that on the attendance portion of the minutes she was not at the meeting on September 1, 2015 and was excused. I request this correction be noted.

A **motion** was made by Commissioner Forte and **seconded** by Commissioner Stilwell to approve the September 1, 2015 BOC Regular Meeting with the noted correction.

Vote ~ 5 ~ 0

8. Consent Agenda ~

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Glidden to approve the Consent Agenda

Vote ~ 5 ~ 0

9. Committee / Board Reports and Minutes ~

Community Appearance Commission ~ Ann Hollingsworth

Ann reported there were 3 property recognitions this month and 9 welcome packets. The Commission is requesting the use of City Hall for the Candidates Forum. A Certificate of Appreciation is awarded to Chief Grace on behalf of the Appearance Commission we want to thank the local fire department for all you do for our community.

Planning Board ~ Bill Clark

Bill reported at the Planning Board Meeting Jake Vares from the CFCOG was in attendance and we finalized the questionnaire and it is now published on the website. We

reviewed the role of the Planning Board within the Comprehensive Land Use Development. In addition we reviewed the maps for the Land Use Plans for Flood Hazard Storm Surge, Fast and Slow, and the Land Use Plans for Traffic Counts and Wetlands. We discussed briefly cluster housing and duplexes. We will be discussing this further at the next meeting.

Park & Rec Advisory Board ~ Bob Stanley

Bob reported the committee discussed memorial benches, the Community Center playground, the disc golf course, property acquisition, Alton Lennon expansion, COG Land Use Plan and the 4th of July event.

Special Events ~ Michelle Hennessey

Michelle informed the citizens the Hayride is scheduled for October 17th and we can use some more help if anyone is interested. We have \$648 to divide between the Police Department and the Fire Department. Both Fire Chief Chris Grace and Police Chief Brad Shirley accepted the donation from the Special Events Committee.

Commissioner Stilwell commented on the remarks made at the last BOC meeting in September about the 9/11 Memorial Bike Run. Those comments are hereby incorporated by reference and made a part of these minutes.

Library Committee ~ Commissioner Stilwell

The committee talked about possibly doing a scene at the Haunted Hayride pertaining to books with spiders; they are also looking into adding electronics to the library. The ladies are staying very busy and have a lot of things on their plate.

10. City Manager's Report and Presentation of Monthly Financial Reports ~ Jeff Repp

Mr. Repp reported as of August 31, 2015 the City had \$2,138,266 in cash and investments. Our sales tax revenue is running about 12% ahead of schedule. Mr. Repp also stated the General Assembly session recently adjourned and has made changes to the calculation for the distribution of funds. The City should be looking at approximately \$1,472,000 which is approximately \$60,000 more than what was budgeted and would represent a 4.5% over budget.

Mr. Repp also reported 4 new residential building permits were issued in August for a total of \$480,000. At the last BOC meeting there was a presentation done by Mr. Norton of AquatiCo discussing options for the removal of the grasses on both sides of the Mitchell Prince Bridge. One of the options discussed was mechanical harvesting and we have since received a proposal from AquatiCo for this work to be done over a 7 day period in the amount of \$24,050 with each additional day, if required, that proposed amount would be \$2,650 only upon approval from the city. This leaves the city with four options: a) do nothing, b) spraying option for \$8,000, c) mechanical harvesting for \$24,050, d) dredging for approximately \$50,000 this amount could be higher. This is the decision of the Board which option you would like to do.

Commissioner Putnam commented on his concern of possible sink holes in the bottom of the lake and does not quite understand the process of mechanical harvesting. Commissioner Putnam requested having a workshop on this for a better understanding.

Commissioner Glidden suggested adding this topic to the workshop that is scheduled for October 8, 2015. Mr. Repp explained mechanical harvesting is not pulling the roots out, this method cuts the grasses from underneath the surface of the water; after the grasses are dried they can be used for fertilizer, this method does not involve disturbing the bed floor of the lake. Commissioner Forte stated he has seen this method done and agrees with Jeff's comments and assessment. I think mechanical harvesting is a good way to go and adding this to the workshop is a good idea.

Commissioner Stilwell agrees that we need to have something done aesthetically and stated having the workshop is a good way to discuss the options.

Mayor Caster agrees the workshop will give us time to discuss the options and gain a better understanding.

11. Old Business ~

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Glidden to review ~ Article 6 ~ Supplemental Regulations, Article 5 ~ Zoning Districts and also adding mechanical harvesting for the big lake and other remedies at the workshop scheduled for October 8, 2015 at 10:00a.m. at City Hall.

Vote ~ 5 ~ 0

12. New Business ~

a. Discussion ~ use of city property for candidates forum

Commissioner Forte stated he is not in favor of using City Hall for any political activity other than the board meetings. There are regulations that state you cannot come in with signs, bumper stickers and business cards, etc. I do not support having a candidate forum in this building. I would suggest looking for an alternative site.

Commissioner Stilwell stated this is a service to our city it is not political in nature it is offering a service. Our citizens have the right to listen to the candidates that they will be voting for. I was not aware there were rules prohibiting signs, cards etc. Mayor Caster confirmed this through the Council of Government.

Commissioner Glidden agrees with Commissioner Stilwell this is something the citizens look forward to having, I do not think City Hall is the correct place to hold the forum. Commissioner Glidden asked the Appearance Commission if they looked into holding this at the Community Center. Ann Hollingsworth stated that she had not contacted the Community Center.

The Board requested our City Manager work with Mary Green to come up with some dates.

Mayor Caster commented having only one night for the forum, in his past experience with two nights it is usually the same people. Commissioner Putnam stated the Appearance Commission is setting up the forum and they will decide all the parameters of one night, two nights, time and so on.

b. Resolution ~ of Support for Southport Oak Island Area Economic Development Committee

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Stilwell to approve the Resolution of Support for Southport Oak Island Area Economic Development Committee and also appointment our City Manager as the liaison to the Economic Development Committee.

Vote ~ 5 ~ 0

c. Resolution ~ City of Boiling Spring Lakes Parks, Recreation & Open Space Masterplan Resolution

Commissioner Glidden questioned what is an accessible playground? Mr. Repp confirmed it would be a handicap accessible playground where the park equipment are ADA compliant for our citizens.. Mr. Repp clarified this is a 100% grant, if we are selected, a company would come in at their cost and build a handicap accessible playground within the city limits.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Forte to approve the Resolution ~ City of Boiling Spring Lakes Parks, Recreation & Open Space Masterplan Resolution.

Vote ~ 5 ~ 0

d. Order ~ accepting the **2014 ~ 2015 Settlement Year End Property Tax Report from the City Manager**

Commissioner Forte questioned why the amount has continually gone down year after year. Mr. Repp stated some of the properties that were sold from Reeves Telecom to the Church Group and to the Austin 512 LLC some of those taxes have not yet been paid. The 95% is usually the number we experience at the end of the fiscal year but then that percentage increases to the point where four years out 99% get collected by the county.

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Stilwell to accept the **2014 ~ 2015 Settlement Year End Property Tax Report from the City Manager.**

Vote ~ 5 ~ 0

13. Announcements ~

For the record Commissioner Glidden announced at the last board meeting the documentation that was given to her from the Lakes Committee years ago has been returned to the gentleman who initially provided the documentation.

Commissioner Forte thanked everyone for their prayers, condolences and flowers due to the passing of his mother-in-law and how touched his 89 year old father-in-law was from all the outpouring of condolences.

Commissioner Stilwell introduced her mother Marilyn who lives in Maine and is visiting with Mary and Terry until November.

14. Adjourn ~

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

Vote ~ 5 ~ 0

The meeting was adjourned at 7:20p.m.



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date



October 6, 2015

I would like to comment in reference to remarks made at the last BOC meeting about the 9/11 Memorial Bike Run. As Special Events Coordinator I started this event the year after this tragedy. After traveling to New York and witnessing the sadness, the helplessness and patriotic displays I hoped we could show our loyalty with this event. It was a day to remember the 343 firefighters who perished, the law enforcement officers who live with this in memory and the people who pray we never see this again. We had speakers such as Judge Ola Lewis and Brunswick County Sheriff John Ingram who shared their thoughts on this horrific time. All proceeds did and still do go to our local fire and police departments. There is no alcohol involved; it is not a party. The Sheriff's Department blocks and ride with us to provide safety. Judging a person riding a motorcycle does not come in to play. These are people, mostly baby boomers who ride with the sincere wish to make a difference and the girls from Special Events work hard to make this a success. Please do not judge if you do not have the facts. Join in and work instead of judging.

Commissioner Mary Stilwell