



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
March 3, 2015
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 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
Chief Brad Shirley	

3. Pledge of Allegiance ~ Bon Cantrell lead the Pledge of Allegiance

4. Approval of Regular Agenda ~

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to approve the Regular Agenda with the addition requested by Commissioner Forte to add under New Business donation to the High School Boosters item “c”.

Vote ~ 5-0

5. Presentation ~ Chief Brad Shirley

- a. Chief Shirley read the Letter of Commendation presented to Corporal Gary Rohauer for his attention to duty on January 28, 2015 to a house fire.
- b. Chief Shirley introduced and welcomed back Police Officer John Hutt to the Boiling Spring Lakes Police Department

6. Public Comment

Jack Redmond ~ 750 Boros Rd.

Mr. Redmond suggested to the Board that having a State of the City Report listing what was accomplished by the City in the last year and what the BOC would like to accomplish in the current year would help to inform the citizens of BSL.

Joan Kinney ~ 793 S. Shore Dr.

Ms. Kinney requested that when the BOC discusses the issue of the Business Development Committee you will consider making it an ad hoc committee rather than making it a city committee. A city committee is an ongoing committee and an ad hoc committee is formed for a specific problem or need. An ad hoc committee would then be dissolved once it is no longer needed. There is no need in spending city money to form a committee which needs to be codified and placed in the code of ordinances. You as a board can form an ad hoc committee and select who you would like to be on that committee. We are the third largest community in Brunswick County, we have the population, we deserve to have at least an effort made to establish our commercial district and that can be accomplished by a Business Development Ad Hoc Committee.

Chuck Wojda ~ 161 North Lake Dr.

Mr. Wojda thanked our City Engineer Bill Murphy for the article on road paving. He also suggested adding a gravel shoulder to the side of the road when paving to help stabilize the edge of the roadway from breaking and causing ruts. Mr. Wojda complimented Chief Shirley for his annual report on the website. Mr. Wojda stated that he would like to know the total amount of dogs that have been registered for the year. He inquired if the litigation for Spring Lake had been completed, City Manager Repp responded "no." Mr. Wojda pointed out that the website states there are eight important city ordinances and commented that there are more than just eight ordinances that are important. He also commented that he did not understand why the Business Development Committee was disbanded and stated that we have lost four to five months of planning. The City should be perusing funding for the Spillway – it is my understanding that this is project ready and we are in need of the additional funding. He also commented that he does not know if it is right to have a time limit to people's freedom of speech.

7. Approval of Minutes ~

A **motion** was made by Commissioner Forte and **seconded** by Commissioner Stilwell to approve the Executive / Closed Session Minutes of February 3, 2015, the BOC Regular Meeting Minutes of February 3, 2015 and the Animal Workshop Minutes of February 17, 2015.

Vote ~ 5 ~ 0

8. Consent Agenda ~

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

Vote ~ 5 ~ 0

9. Committee / Board Reports and Minutes ~

Community Appearance Commission ~ Ann Hollingsworth

Ms. Hollingsworth reported the Commission is getting ready for the Spring Fling on May 2, 2015 and getting some pictures together. We are getting our property recognitions on the website with our new digital camera and we continue working well together.

Planning Board ~ Bill Clark

Mr. Clark reported the Board discussed the indoor and outdoor archery and firing ranges and finalized the recommendation for the Board for review. We also reviewed a correction to the proposed Article 16 change which we forwarded to the Board for consideration. Under new business we have the date for the workshop which will be held on March 26, 2015. We added a definition under multi-use to include in the UDO and reviewed the text amendment change to decrease the housing size from 1500 sq. feet to 1350 sq. feet in R-1 with an attached 400 sq. ft minimum two car garage.

Parks & Recreation Advisory Board ~ Robert Stanley

Mr. Stanley reported they are in the process of researching an inexpensive way to light the basketball and tennis courts so it is available for people during the evening and will be presenting it when completed to the BOC for their consideration. We also discussed the 4th of July Flotilla which was tabled until the March meeting, we discussed the advertisement in the parks and tabled that until the June meeting, and we talked about pets in the parks which we tabled until the April meeting, and also discussed the transportation situation. We are awaiting word on the grants for the fishing pier at North Lake.

Special Events ~ Commissioner Glidden

Commissioner Glidden reported that the dates have been finalized for the pending year and they are posted on Facebook and the City Website. The Spring Bicycle Run is scheduled for April 18th, they will be raising money to support the SeaBees Veterans of America and a flyer will be coming out shortly.

Library Commission ~ Nancy Allen

Ms. Allen reported that the library is being organized and we are sorting through the books that are stored upstairs at City Hall and asking if anyone has donated books and would like them returned to contact City Hall and someone from the Commission will get back to them. Also Ms. Allen requested not to have any books dropped off at the library. We are starting a shelf sponsorship program. A shelf will be marked with a plaque with the donors name and there will be more information to follow. In April we are going to have a book fair fund raiser at the Barnes and Noble Bookstore in Wilmington. This will run from April 24, 2015 to April 26, 2015 and the library will receive a portion of all of the sales. More information and flyers will be forthcoming. Our face book page is up and running and we could use some likes!

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

Mr. Repp reported that as of January 31, 2015 the city had \$3,001,429 in cash and investments. Sales tax revenue continues to run about 7.2% ahead of schedule. If that number stays consistent until the end of the fiscal year that would be an additional \$92,000 if it continues at that percentage. As of February 3, 2015 property tax revenue collected was about 87% of the billed amount. Last month we had \$469,000 in construction activity to include 3 new homes on Kennedy Circle, Westwood and Pine Shore Dr. Some upcoming dates for the boards attention; letters have been sent to the residents on Trevino / Fifty Lakes Dr. area that were involved in the drainage study last year. Residents are invited to a meeting on Monday, March 23rd at 6:30 p.m. here at City Hall to make them aware of the study. Also on March 25th at 2:00 there will be a meeting with the consultant who prepared the feasibility study for the police department. Our aquatic vegetative spraying will be done in late April or early May. This information will be placed on our web page, if there are residents with lake front property who prefer not to have their area sprayed they can notify City Hall. The preparation of the four roads that were selected for paving has been done and we will be advertising bids for paving which will be due March 27, 2015 at 2:00 p.m.

11. Old Business ~

a. Business Development Committee

Commissioner Glidden commented that she feels we need to have the Business Development Committee whether we have this as a regular city committee or an ad hoc committee but we should advertise for citizens to be able to apply for this volunteer position. In the past the mayor picked the people for the ad hoc committee and I am of the opinion that there may be citizens who are more qualified. We should be working with the Brunswick County Economic Development Committee and let them know that BSL is here and we are ready to do business. Let's get the zoning in place and while we are doing that we can get the Business Development Committee going. We keep waiting and wasting time.

Commissioner Stilwell commented that she does not feel that we are ready for an Economic Development Committee at this time. We have a very important workshop on March 26th which is going to change the face of our community. Decisions will be made on zoning, patio, duplex homes and where we want them. We need to know this plan before we can go to a business and be able to present the plan for growth.

Commissioner Forte agreed we do need a Business Development Committee but not at this time. We have many issues to deal with first. We need to give the Committee guidelines, and we are not sure what they will be at present. I would like to see the Committee invite Jim Bradshaw from the County to work with our Committee.

Commissioner Putnam agreed with both Commissioner Stilwell and Forte that we should have a Business Development Committee, however the BOC has to make a commitment to address the zoning in our City and allowing different types of housing. We need to grow the City and allow different types of housing, and with that growth will come more

business. No business will invest in a community that is stagnant with no growth. We have to commit ourselves to growth.

Mayor Caster felt the personnel that was on the ad hoc committee were doing a very good job and that we should continue on with that committee. Mayor Caster questioned how changing the zoning would change the commercial district.

Both Commissioners Forte and Stilwell stated that any business coming in now would need to know where the City is headed.

A **motion** was made by Commissioner Glidden to proceed with the business Development Committee tonight ~ hearing **no second** the **motion** failed.

b. Schedule Workshop to include Planning Board on UDO Amendments

Commissioner Stilwell stated that it was agreed upon that the Workshop would be scheduled with the BOC and Planning Board for Thursday, March 26, 2015 at 7:00 p.m. at City Hall

c. Resolution ~ supporting the display of the National Motto “**IN GOD WE TRUST**” in the Board of Commissioner Council Chambers in a prominent location at City Hall

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Putnam to approve the Resolution supporting the display of the National Motto “**IN GOD WE TRUST**” in the Board of Commissioner Council Chambers in a prominent location at City Hall.

Vote ~ 5 ~ 0

d. Resolution ~ repealing and amending sections of Chapter 7 – Animals of the Code of Ordinances for the City of Boiling Spring Lakes

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Forte repealing and amending sections of Chapter 7 – Animals of the Code of Ordinances for the City of Boiling Spring Lakes

Vote ~ 5 ~ 0

12. New Business ~

a. Parks & Recreation Summer Camp 2015 ~ Anita Dwyer

Anita Dwyer addressed the Board due to Mary Greens’ medical leave. Anita requested from the BOC in lieu of the budget for FY 2016 having not been approved as of yet to proceed with the advertising and registration which is coming up in approximately 4 ½ weeks for our aid with summer camp. We have secured South Brunswick Middle School as our facility. Our initial plan is to support 54 children with a revenue of \$27,000 for the eight weeks. We offer tax payer and non-tax payer rates; the only change we are looking

at this year will be an increase of our fees. We are asking for a \$10 increase in all of our rates, that would make tax payers at \$85 and non-tax payer at \$95, our teen camp would be \$95 for tax payers and \$105 for non-tax payers. Funding for the summer camp will remain the same as 2014 with the same part-time staff of 5 with a budget line item of \$16,500. Sign up will be April 11, 2015; camp will start on June 15th and run for eight weeks from 7:30 a.m. until 6:00 p.m. and will end on August 7, 2015.

A **motion** was made by Commissioner Forte and **seconded** by Commissioner Putnam to approve the increased fees for 54 children for the 2015 summer camp

Vote ~ 5 ~ 0

b. Parks & Recreation Transportation ~

Commissioner Stilwell stated we have many families that rely on summer camp for their children knowing they are in a safe environment and many households have two parents working. The Community Center was built in 2004 our population has more than doubled. We have seniors who need quality of life programs. To keep up with the demand and service to our community we must provide Parks & Rec with the tools they need to do the job. Transportation that can accommodate the programs is one of those needed tools.

Anita explained to the Board that transportation is the biggest obstacle every year. It is very hard to begin planning because we have no idea how these children will be transported. Right now we only have a 14 passenger bus, a mini-van, and an Impala that we cannot use for summer camp because we need that for our seniors. The seniors cannot do trips in the summer because we need the bus and the bus is not easy to get on and move around and does not work well for our seniors. Every year we have been renting vans with a cost of \$7,500 and we have an additional \$1,000 for senior programs for another van during the summer. We need \$2,000 for the first two weeks of camp for this fiscal year. We are asking the BOC to consider purchasing two 15 passenger vans to eliminate the year after year expense to the rentals needed every summer. With the two vans, apart from the summer, we have the ability to provide more conducive transportation for our seniors and the ability for growth. We have wait lists every year for our after school programs because we cannot provide the transportation and we want to be there for the children and their parents so they can all be in our programs.

Commissioner Putnam explained that he was unaware that the Board was voting on this tonight due to the fact that he was out of town. The commissioner also commented that there is a 90 day delivery time for the vans if this was approved. Commissioner Putnam questioned if anyone has checked into a possible grants for senior and children's programs to see if there is any chance we could get grant funding. Anita explained that to her knowledge this has not been done but could not speak for Mary Green. Anita stated that right now they are looking at the struggles for the up and coming summer. Commissioner Stilwell explained that she discussed the 90 day delivery with Mary Green and if the vans are ordered tomorrow (March 4th) they will guarantee delivery.

Commissioner Glidden supports buying additional transportation for Parks & Rec. My issue is the timing and that we are short of the budget review for this upcoming fiscal year. My suggestion right now is that we rent the vans for this summer and get through the budget review for the upcoming year. I do agree that we need the after school program and the summer program. Again my concern is the timing. Lets look into transportation solutions that will solve the problem for everyone. We need to address the whole thing.

Commissioner Forte agreed that the vans are something we need to do now. We can apply for a grant for ADA compliance; it is not that much money to make the vans ADA compliant. We have a 90 day window if we get these vans ordered, camp is starting June 15th. Parks & Rec can make their plans and take care of the children and the seniors who have to take the back seat because the children need to have transportation. I support the purchase of these two vans.

Commissioner Stilwell confirmed that Mary Green consulted with another insurance company and the rate will be \$899 per year with no change in coverage. Commissioner Glidden still has a lot of open ended questions. Commissioner Forte stated that it is time in this diverse community that we need to take care of our citizens and give them what they need.

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Forte to fund two 15 passenger vans for the Parks & Recreation Department immediately.

Vote ~ 3 ~ 2 (opposed ~ Commissioner Glidden and Commissioner Putnam)

c. Donation for the Athletic Booster Club of South Brunswick High School

A discussion followed with Commissioner Forte stating the children of this City utilize the programs in our City and to show our appreciation I am in favor of the donation. Commissioner's Stilwell, Putnam and Glidden along with Mayor Caster were all in agreement to make this donation.

A **motion** was made by Commissioner Forte and **seconded** by Commissioner Glidden to make a donation of \$300 from the City to the Athletic Booster Club of South Brunswick High School

Vote ~ 5 ~ 0

15 Adjourn ~

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

The meeting was adjourned at 7:50 p.m.

Craig M. Caster
Craig Caster, Mayor

ATTEST:

Jane McMinn
Jane McMinn, City Clerk

April 7, 2015
Date

