



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
April 7, 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 Shirley (excused)	

3. Pledge of Allegiance ~ Dale Richardson lead the Pledge of Allegiance

4. Approval of Regular Agenda ~

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Forte to approve the Regular Agenda of April 7, 2015

Vote ~ 5-0

5. Presentation ~ City Property Values ~ Jeff N. Niebauer, Brunswick County Tax Administrator

Mr. Niebauer explained to the Board and citizens that statute requires the counties to do a re-evaluation at least once every eight years, Brunswick County has chosen to do a reevaluation every four years. What we have seen across the county is home values have gone down along with the land values. These assessments were calculated according to current market values of homes and vacant lots along with commercial businesses. What homes, commercial businesses and vacant lots were selling for four years ago is not what they are selling for today. As I stated these values have all gone down in comparison. Citizens can appeal and that process is ongoing but will adjourn on May 21, 2015 at 5:00 p.m. Applications for senior exemptions are available. Mr. Niebauer advised if anyone has questions to please contact him directly.

6. Public Hearing ~

a. Article 5, Section 5.6.1 Residential Lots – Decrease the minimum living area for one-story structures in the R-1 Residential zone from 1,500 sq. ft. to 1,350 sq. ft. and requiring that the structure have a minimum 400 sq. ft. two-car attached garage.

City Manager Repp commented that Bill Clark, Chairman of the Planning Board informed him that the Board has proposed an amendment to the language that was proposed. They essentially want to specify that the structure would be 1,350 sq. ft. to 1,499 sq. ft. The public hearing language very clearly specified 1,350 sq. ft. We will need to advertise this for another public hearing at another date to provide proper notice to the public to be able to speak on this proposed issue.

All board members agreed to table Article 5, Section 5.6.1 for another public hearing with the new language.

b. Article 6, Section 6.2 (C) - Supplemental Regulations – Allow for an increase of the maximum size of square footage for a waterside structure from 150 sq. ft. to 250 sq. ft.

No public comment was made

c. Article 16 (new) – Alternative Energy Facilities – This will be a new article that will develop zoning criteria for the development of solar farms within the R-6 Residential District and L-1 Light Industrial District.

No public comment was made

d. Appendix A – Definitions - include new definition of Multi-Use Building.

No public comment was made

7. Public Comment ~

Chief Chris Grace ~ BLS Fire Department

Chief Grace discussed the necessity for the city to have Knox Boxes installed. These Boxes can be used for businesses and residential homes. The purpose of a Knox Box is to provide a secure place for keys to be kept for a business or a home which only the fire department would have access. In case of a fire, the department can gain access to the home or business without having to break down entrance doors. Without key access we are required to break in the building if a fire alarm is called in.

BSL Fire Department has an agreement with Fire Recovery Program which is a billing company for fire departments. This program is used to recover some costs, we do not bill residents, we use the recovery program to help subsidize income.

Chief Grace requested that the fire department receive a copy of burn permit's so the fire department is aware who is burning in the city and at what location. Chief Grace would like to meet with the board to discuss possibly taking over the burning permit process.

The Mayor and Commissioners were all in agreement that the Fire Department should receive copies of the permits that are issued.

Pat Walters ~ 1481 Long Leaf Rd.

Ms. Walters commented that the City owns four lots in a row on North Lake. I have spoken with many people who would like their dogs to be able to swim too. Since the City owns this land I am in favor of constructing a dog park at North Lake so it may be used by our residents for their pets.

Joan Kinney ~ 793 South Shore Dr.

Ms. Kinney asked if the Board was going to prepare a resolution opposing Senate Bill 369 also known as the Sales Tax Fairness Act. Ms. Kinney stated that this is a big concern along with the property tax.

Commissioner Forte commented that this bill may not go forward at all. Commissioner Glidden stated that this bill is in the early stages and there are a lot of numbers floating around.

Cheryl Riker ~ GM of ABC Store

Ms. Riker stated that last year the issue of stipends for the ABC Board was addressed and stated it was requested by the Board that she appear every year and provide an update. Cheryl reported in the 2014 calendar year the ABC Store gave the city \$22,354. I have given the Board, as requested, the comparison of surrounding communities showing what they are receiving in stipends. I will continue to report each year and update the Board.

Karen Kritzbender ~ 1911 Robin Rd.

I am aware that the dog park has been brought up in the past. There were comments made about North Lake where dogs are allowed. There are other properties around the city that can be used as a dog park. I have looked at the property on Perch which is off of Spring Lake. I would like to know how we can help the city get a dog park. Commissioner Putnam commented that the biggest problem is funding a dog park. The board is in favor of having a dog park, but there are a lot of issues that need to be sorted out along with the funding.

Chuck Wojda ~ 161 North Lake Dr.

Mr. Wojda complimented the agenda. One question regarding the assessment was why are we in a four year cycle if we were in an eight year cycle possibly by that time property values would increase. Mr. Wojda commented about the lake spraying and questioned if possibly the lake vegetation that has accumulated from the storm water runoff could be chocking our lakes. Mr. Wojda commented that possibly considering conservancy land as a suggestion for a dog park. As we come into the budget cycle there are many items that will need to be considered. I was glad I could be here for the police

department feasibility study presentation; the city needs to support our police department in any way we can. Another comment I have is at the end of the BOC / Planning Board workshop was the term of land use. Land use and planning are very important and I would like to suggest that all city employees have a seminar about land use so there is a better understanding of what land use planning is. Storm water management will be a key subject in the budget when we are discussing additional housing plans throughout the City.

8. Approval of Minutes ~

- a. March 3, 2015 BOC Regular Meeting
- b. March 26, 2015 BOC Workshop / Planning Board

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Forte to approve the March 3, 2015 BOC Regular Meeting as amended; and March 26, 2015 BOC Workshop / Planning Board Meeting.

Vote 5 – 0

9. Consent Agenda ~

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

Vote 5 – 0

10. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~

Ann Hollingsworth reported that the members are working on the mockup for the calendars which should be ready soon. We have taken pictures of our property recognitions and these will be posted on our website.

b. Planning Board ~

Bill Clark reported that we finalized the recommendations for the square footage, however the change was not completed in time before it was posted in the newspaper. The square footage change was 1350 sq. ft. up to 1499 sq. ft. with a mandatory attached two car garage. We also reviewed indoor and outdoor archery and firing ranges and decided at this time it would not be viable to move forward with an outdoor firing range. We are looking into an indoor archery and firing range. We had many comments about the combined BOC and Planning Board Workshop that we have been asked to consider a quarterly meeting.

c. Parks & Recreation Advisory Board ~

Bob Stanley reported they had public in attendance at the meeting and they made comments about the dog park. We discussed the lighting on the tennis and basketball courts, the 4th of July Flotilla and our survey results. Mr. Stanley also thanked the Board for the approval of the buses for the transportation needs. We also talked about the fishing pier at North Lake and the 2015/16 budget.

d. Special Events Committee ~

Michelle Hennessy reported the Spring Bicycle Run will be held on April 18, 2015, there will be stops along the way and water provided. We will have the Spring Fling on May 2, 2015 and the Battle of the Bands will be held on June 20, 2015.

e. Library Committee ~

Commissioner Stilwell reported that the book fair the committee is sponsoring is April 24, 25 and 26th at Barnes and Nobel in Wilmington. You can order books online a week after the fair is over. The committee will receive credits and they would like use those credits and add to the children's library. The books upstairs have been cleaned out and the committee has also cleaned the library. A form for shelf sponsors is near completion. There will be a booth at the Spring Fling with a raffle and a sale of books to make everyone aware of who they are and what they have been doing.

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

Mr. Repp reported that the City had \$2,977,665 in cash and investments as of February 28, 2015. Sales tax revenues are running about 9% ahead of schedule after 8 months, if collections continue we could have an additional \$117,000 in revenue. On March 31, 2105 Brunswick County has collected 90.46% in property taxes. The City had \$460,405 in construction activity in February with 3 new homes on Salisbury, Filmore and Nicklaus.

12. Old Business ~

a. Resolution ~ amending UDO Sections Article 5 & Article 6 changing the minimum roof pitch for housing units to Five (5) foot rise on a twelve (12) foot horizontal run (or 5" rise on a 12" run)

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to approve amending UDO Sections Article 5 & Article 6 changing the minimum roof pitch for housing units to Five (5) foot rise on a twelve (12) foot horizontal run (or 5" rise on a 12" run)

Vote ~ 5 ~ 0

13. New Business ~

a. Set Budget Workshop Date ~ April 16, 2015 at 10:00 a.m.

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Stilwell to set the Budget Workshop Date for April 16, 2015 at 10:00 a.m.

Vote ~ 5 ~ 0

b. Ordinance ~ amending Chapter 7 – License Business Regulations, Article III – Peddlers and Solicitors

Commissioner Stilwell noted the Ordinance states that it includes “...all necessary permits including a privilege license from the city...”; this should be omitted since we no longer do privilege licenses.

A **motion** was made by Commissioner Putnam _____ and **seconded** by Commissioner Stilwell to amend the ordinance by removing the requirement for a City privilege license.

Vote ~ 5 ~ 0

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to approve the ordinance amending Chapter 7 – License Business Regulations, Article III – Peddlers and Solicitors as amended.

Vote ~ 5 ~ 0

c. Proclamation ~ declaring April 22, 2015 as Earth Day in the City of Boiling Spring Lakes

A **motion** was made by Commissioner Glidden and **seconded** by Commissioner Putnam declaring April 22, 2015 as Earth Day in the City of Boiling Spring Lakes

Vote ~ 5 ~ 0

d. Proclamation ~ declaring May 16 – 22, 2015 as National Safe Boating Week in the City of Boiling Spring Lakes

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Glidden declaring May 16 – 22, 2015 as National Safe Boating Week in the City of Boiling Spring Lakes

Vote ~ 5 ~ 0

e. Order ~ authorizing the City Manager to enter into an aquatic treatment services agreement with Aquatico of Shallotte, NC for vegetation management services involving Spring Lake, Pine Lake and North Lake in the estimated amount of ***Twenty Eight Thousand Five Hundred and Twenty Five Dollars and No Cents (\$28,525.00)***

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Forte to authorize the City Manager to enter into an aquatic treatment services agreement with Aquatico of Shallotte, NC for vegetation management services involving Spring Lake, Pine Lake and North Lake in the estimated amount of *Twenty Eight Thousand Five Hundred and Twenty Five Dollars and No Cents (\$28,525.00)*

f. Order ~ authorizing the City Manager to enter into a paving contract with Norris Construction Co., Inc. in the estimated amount of *One Hundred and Ninety One Thousand and Four Hundred and Eighteen Dollars and Fifty Cents (\$191,418.50)* to pave four (4) roads including Oakdale, Ariel, Revere and Pine Lake, and an alternate bid involving 3 potential sections of Pine Road

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Glidden authorizing the City Manager to enter into a paving contract with Norris Construction Co., Inc. in the estimated amount of *One Hundred and Ninety One Thousand and Four Hundred and Eighteen Dollars and Fifty Cents (\$191,418.50)* to pave four (4) roads including Oakdale, Ariel, Revere and Pine Lake, and an alternate bid involving 3 potential sections of Pine Road

Vote ~ 5 ~ 0

g. Discussion ~ ABC Board Stipends Proposed Increase

After discussion the BOC was in agreement that the ABC Board has done a good job and that the increase received last year has put the ABC Board in a good and competitive range.

h. Discussion ~ Dog Park

The Board of Commissioners were all supportive of the dog park, however there are still issues that must be resolved such as funding, what kind of park do we want, where would it be located, how is it going to be maintained, what are dog owners willing to do to acquire the park. There is more than just a fence that is needed for a dog park. Commissioner Putnam distributed to the Board a Dog Park Pros and Cons informational sheet for their information and review. The Board requested City Manager Repp and Mary Green of Parks and Recreation to look into possible grant money. Mr. Repp suggested having one of the committees look into possible locations for a dog park. Mayor Caster suggested having a comment sheet at the Community Center for the public to give their suggestions.

i. Quarterly Workshop Schedule with Planning Board ~

The Board made several comments and suggestions about the subject of meeting quarterly with the Planning Board. Some of the members thought quarterly was too much and suggested meeting on an as needed basis. Other members thought meeting quarterly would be good to help resolve questions that come up and would help prevent issues being pushed off from month to month because of meeting schedules. Bill Clark supports the idea of meeting more often with the Board so they can be clear on the direction from the Board.

Commissioner Forte Announced ~

Brunswick Community College is holding their Annual Community Breakfast – the guest speaker will be Ms. Celia Rivenbark on Wednesday, April 15, 2015, and tickets are \$20.00. If anyone would like to go please see me for tickets.

Commissioner Stilwell Announced ~

Our City Engineer, Bill Murphy will be making a presentation on our need for a spillway to the Brunswick County Commissioners on Monday, April 20, 2015 at 6:30. We invite you to come out and join us; we need our citizens' support.

14. Adjourn ~

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

Vote ~ 5 ~ 0

The meeting was adjourned at 8:15 p.m.

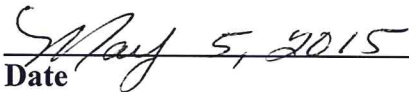


Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

