



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
May 5, 2015
City Hall – 6:30 pm**

PLEASE TURN OFF CELL PHONES

1. Call to Order ~ Mayor Pro-Tem Glidden

Mayor Pro-Tem Glidden called the meeting to order at 6:30 p.m and announced that Mayor Caster was unavailable this evening and she would be presiding.

2. Attendance ~ in attendance at the meeting were ~

Mayor Craig Caster (excused)	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	

3. Pledge of Allegiance ~ Chief Grace lead the Pledge of Allegiance

4. Approval of Regular Agenda ~

Mayor Pro-Tem Glidden requested to add to the agenda under New Business;

- c. Proclamation of National Police Week and Peace Officer's Memorial Day
- d. Proclamation honoring Public Works Week
- e. Workshop for the Feasibility Study for the Police Department

Commissioner Forte asked what happened to the current item C. under new business and Mr. Repp advised that at the request of the commissioner who asked that the item be placed on the agenda that the same commissioner had now requested that the item be removed from the agenda earlier that day. Commissioners Forte and Stilwell requested that the board be advised when items had been removed from the agenda prior to the meeting.

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Putnam to add items c, d and e to the agenda.

Vote ~ 4 ~ 0

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

Vote ~ 4 ~ 0

5. Presentation ~

a. 2014 Police Officer of the Year ~ Chief Shirley

Chief Shirley announced the Police Officer of the Year 2014 is Officer John Thomas. The Officer of the Year is selected by his peers and Chief Shirley then read comments that were written by his fellow officers which complimented Officer Thomas for his dedication, support, and going above and beyond what is expected of a police officer. Officer Thomas is a good role model for all of us. Chief Shirley also read the plaque given to Officer Thomas from the Southport Rotary Club honoring him as Officer of the Year.

b. Business Repository Emergency Boxes ~ Chief Grace

Chief Grace explained his goal is to request the BOC to develop an ordinance that City Hall and all commercial properties in the City are required to have these Repository Emergency Boxes installed. These boxes will allow rapid entry for fire departments. The boxes will hold the keys to the buildings which only the fire department will have access. Chief Grace explained that there are no statistics of abuse. Once the ordinance is written it will then be sent to Raleigh to the Building Code Council to be approved which is part of the process.

Board members were in favor of having these boxes for all commercial businesses in the city. Commissioner Glidden inquired if there were insurance incentives if a business purchases such a box. Chief Grace stated that he will inquire about this.

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. – No Change Minimum 1,350 sq. ft. to 1,499 sq. ft. requiring that the structure have a minimum 400 sq. ft. two-car attached garage.

Pat Walters ~ 1481 Long Leaf Rd.

Mrs. Walters commented on the change and stated she did not understand why this is being presented. If you have a structure that is 1,500+ sq. ft. and you put a structure next to it of 1,350+ sq. ft. and is put on the market for sale and the house next to it is much smaller this will devalue that house. Mrs. Walters stated that people have invested so much money into their homes and she does not think people would appreciate their values going down. Just because a couple of people have asked for this does not mean that it should happen, I am asking the Board not to do this.

Leanne Warner ~ 170 Canal Dr.

Ms. Warner commented that she is a real estate agent. If the sq. ft. requirement is decreased in the R-1 area this will also decrease your tax revenue base. The value of homes will decrease if you increase the sq. ft. of the homes next to them which are smaller in size.

b. Proposed 2015 ~ 2016 fiscal year budget ~

Mr. Repp stated that state law requires that the BOC hold a Public Hearing on the proposed budget prior to its action of June 30, 2015. Mr. Repp stated that the City budget is made up of three specific funds, General Fund, Powell Bill and the Capital Improvement Fund which was created with excess proceeds from the Water Fund which will be dissolved in the upcoming fiscal year. Mr. Repp explained that revenues for the City are primarily sales tax which has increased by 4%. There are 27 new homes proposed to be constructed in the upcoming fiscal year. On the tax revenue side the proposed increase of the tax rate from \$.17¢ to \$.21¢ per \$100 which is revenue neutral to the City in that the same amount of money raised in the current fiscal year will be generated in the next year but that this means that some people will pay more and others less based on your property evaluation that was recently completed by the County. Mr. Repp explained Expenditures total \$3,272,194 with the largest portion going to public safety. The next largest source is General Government followed by Parks & Recreation these are the areas where the city has most of its expenditures. Personnel costs in the upcoming budget are \$1.85 million which reflects full-time, part-time employees to include a proposed 3% cost of living increase and 6% increase in health insurance costs along with the retirement. Current Expenses include Administration comprehensive plan update, Building and Grounds repair of the main room at the Community Center, along with Parks & Recreation with exercise equipment replacement. Large Capital Outlay will be replacement of the tractor/mower for Public Works at a cost of \$30,200. Another item is the replacement of a police vehicle costing \$44,000. Parks & Recreation will construct a playground at the Community Center costing \$38,000 and additional funding of the North Lake Fishing Pier and improvements costing \$30,000. Both of these funds will be used for matching grants, if the fishing project grant is not successful those funds will remain in the capital improvement fund. The City is looking to purchase a Dura Patcher for the filling pot holes for \$140,000; and the street paving allocation is \$111,000 continuing to work from the list we have had for several years. The Board may decide to re-evaluate the list of streets as we move further along.

There were no public comments.

7. Public Comment ~

Audrey Carathanasis ~ 1281 Spring Lake Dr.

Mrs. Carathanasis stated she has lived here for over 18 years and this is the first time I have ever complained about how the City spends her money. Mrs. Carathanasis stated that it would have been wiser for this Board to have the properties repaired on Spring Lake than to spend thousands of dollars on attorney's fees for the ongoing law suite.

Chuck Wojda ~ 162 North Lake Dr.

Mr. Wojda commented on the assessed value / fair market price of the homes in the city. We need to have a better image with a stronger infrastructure in the City, in our parks, recreation areas, the police force, streets, the Spillway these are all positive things, our City needs to have a better appearance to attract business and growth.

8. Approval of Minutes ~

a. April 7, 2015 BOC Regular Meeting

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Putnam to approve the April 7, 2015 BOC Regular Meeting Minutes.

Vote 4 ~ 0

9. Consent Agenda ~

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

Vote 4 ~ 0

10. Committee / Board Reports and Minutes ~

a. Community Appearance Commissioner ~ Ann Hollingsworth

Ms. Hollingsworth stated on behalf of our Commission we would like to present our Certificate of Appreciation to the City Staff and all Departments for their service and assistance they provide.

b. Planning Board ~ Bill Clark

Mr. Clark commented that the Planning Board sent a letter to the BOC requesting a liaison be appointed to the Planning Board which is on the agenda tonight. Zoning Map Change for Duplexes was reviewed and will be on the June agenda. Archery and firing range was tabled dependent on the vote of the BOC tonight. Commissioner Stilwell requested a copy of the 2009 and 2014 Long Range Plan.

c. Parks & Recreation ~

Commissioner Stilwell reported that the Board is working together to get the survey ready for the June BOC meeting.

d. Special Events ~ Michelle Hennessy

Michelle reported the Spring Bicycle Ride was not as successful as we would like due to the big rain event but we still had some folks that participated. Spring Fling went very well and our Bar-B-Que winners were Josh Trivet and Chris Creel. We raised some money for the Navy Seabees which will be presented at the June BOC meeting. Battle of

the Bands will be held on June 20th and we will be raising money for the scholarship fund and awarding those scholarships.

e. Library Committee ~ Frances Thomas

Mrs. Thomas reported the committee had two fund raising events, a book fair at Barns and Nobel, and a table at the Spring Fling. We are trying to update the books in the library and add additional shelving.

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

Mr. Repp reported as of March 31, 2015 the City had \$2,959,905 in cash and various investments. Our property tax collections for the current fiscal year are still healthy at 90.5% as of March 31, 2015. Sales tax revenues continue at 8.1%. The City has a system that we are putting in called CodeRed for emergency notifications which will start on June 1, 2015. Mr. Repp explained the pamphlets on your chair will give more information. This has also been placed on our website and we encourage all citizens to sign up. The system is replacing what the City had previously called Black Board Connect which the City had about 5 years ago. You can sign up in any form you wish for notification. We encourage all citizens to sign up for this service. The City had \$262,345 in new construction this month; we have added 18 new homes up through the month of March. The chairman of the Board of Adjustment wanted me to make an announcement that there are vacancies on the BOA and they are looking for citizens to volunteer.

12. Old Business ~

No items under old business

13. New Business ~

a. City Ordinance ~ Section 8-1 Discharge of Firearms in City limits

A discussion followed with Commissioner Stilwell stating that it was her understanding that there has been some interest from a business to place a firing and indoor archery range. If we were to change our ordinance to accommodate this business this would be something our City Manager and our City Attorney would work to put together. Commissioner Putnam stated we should be setting up the parameters now so we are prepared for the future. Commissioner Forte was not aware of any business that wants to come in here and do this, he stated we have spent a large amount of money on attorney fees this year, I object to spending more now when there is nothing on the table. Mr. Clark commented that there was an interest in an archery range, but due to the fact that we do not have an ordinance we lost that potential.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to change Section 8-1 to allow indoor shooting galleries within the boundaries of the City of Boiling Spring Lakes for the purpose of sport, recreation, training and safety. This Board of Commissioners directs the City Manager to consult with our City attorney to write the appropriate ordinance.

Vote ~ 3 ~ 1 (Commissioner Forte opposed)

b. Planning Board request for a Commissioner Liaison

Commissioner Putnam commented that he attended the Planning Board Meeting in April. They requested at the meeting to have a Board of Commissioner appointed as a liaison for the commissoin.

A discussion followed by Commissioner Stilwell explaining why this in her opinion would be a conflict of interest, a liaisons job for a committee is to advise the committee and explain the rules of the city. The Planning Board's duties include carving out suggested rules to bring to the city. Commissioner Stilwell was in favor having quarterly meetings or when it is needed. Mr. Clark commented that since he has been with the Planning Board we have had to turn down 5 proposed businesses. If we could get the ordinance in place we would be a step ahead. Commissioner Forte commented that we can hold these meetings when they are needed, without having to set dates, quarterly meetings just seems unnecessary. We can hold them on an as needed basis. Board members were in favor of having the dates set and if there was no specific item that needed to be reviewed that meeting would be cancelled and we can also go on an as needed basis.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to have a quarterly meeting or on an as needed basis and requested by the Planning Board to have a workshop with the Board of Commissioners.

Vote ~ 3 ~ 1 (Commissioner Forte opposed)

c. Proclamation ~ National Police Week and Peace Officers' Memorial Day

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to approve the Proclamation for National Police Week and Peace Officers' Memorial Day

Vote ~ 4 ~ 0

d. Proclamation ~ National Public Works Week of May 17 – 23, 2015

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to approve the Proclamation for National Public Works Week of May 17 – 23, 2015.

Vote ~ 4 ~ 0

e. Workshop for Feasibility Study for the Police Department

It was determined by the Board to coordinate with Mayor Caster for a date during the week of June 15, 2015 and also Mr. Jim Stumbo of Steward – Cooper – Newell Architects and his availability during that week.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell to move forward with the feasibility study workshop presentation for the Police Department.

Vote 4 ~ 0

Commissioner Stilwell introduced the students from South Brunswick High School who are enrolled in the Honors Civic and Economic Classes; as part of their course they are required to attend a Board Meeting. Commissioner Stilwell introduced the following students; Alex Myers, Emma Deangell, Anthony Forte and Joe Thomas. On behalf of the Board the students were congratulated on all of their good work.

14. Adjourn ~

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

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

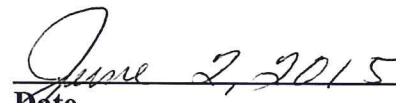
Vote 4 ~ 0



Barbara Glidden, Mayor Pro-Tem

ATTEST:


Jane McMinn, City Clerk


Date

