



City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
October 4, 2016
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 Mary Stilwell
City Manager Jeff Repp
Police Chief Brad Shirley

Commissioner Mark Stewart
Commissioner David Putnam
Commissioner David Crawford
City Clerk Jane McMinn

3. Pledge of Allegiance ~ Jerry Wolf

4. Approval of Regular Agenda ~

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stilwell to approve the regular agenda.

Vote ~ 5 ~ 0

5. Public Comments ~ {Comments are limited to 5 minutes per speaker}

Zelma Rygg ~ 267 Holly Dr.

Mrs. Rygg thanked the Board for all the help the City has given them with respect to the flooding on Holly Dr. We understand you are still working on trying to resolve the flooding issue, however we are asking the City to please work on our flooding problem on the street as soon as you can.

Veronica Combopiano ~ 146 Forest La.

Mrs. Combopiano inquired how do you go about changing the UDO and inquired what the process would be. Mrs. Combopiano reported she took a tour of the police department and stated the police department is in serious/desperate need of a new building. Mrs. Combopiano also commented on the possibility of chickens within the city and hopes the city will not make the requirements so difficult for the people that want them.

Pat Walters ~ 1481 Long Leaf Rd.

Mrs. Walters commented on the many veterans here in Boiling Spring Lakes. Our veterans have served our country and it is important that we honor and recognize them for all they have done. The last count in 2014 states within the 28461 zip code there are 2,466

veterans in our area. In Boiling Spring Lakes there are 827 veterans who deserve to be recognized for their dedication and sacrifices they have given for our Country and all of us. I am asking you to give your support for the proposal that will be presented tonight.

Jerry Wolf ~ 1059 Acacia Dr.

Mr. Wolf presented to the Board dedicated days during the year to place flags along E. Boiling Spring Rd. The flags would be placed at the first entrance wall and continue every five (5) feet along the road on city property. Mr. Wolf asked the city if the Am Vets could store the flags possibly upstairs here in City Hall as we have no place to keep them. The flags will be placed in the ground at dawn and taken down at dusk. The designated holidays would be: President's Day, Memorial Day, Flag Day, Independence Day, Patriot Day and Veteran's Day; no flags would be placed if there is inclement weather. Mr. Wolf stated the cost of the flag would be \$150.00 each, our cost to make these flags is \$147.00.

6. Approval of Minutes ~

a. September 6, 2016 ~ Board of Commissioner Regular Meeting Minutes

Commissioner Stilwell made a correction on page three (3) of the minutes on the fifth paragraph to change the time *from 3:00 p.m. to 1:00 p.m.* of the Library Committee hosting a family and fun safety event.

A *motion* was made by Commissioner Stilwell and *seconded* by Commissioner Stewart to approve the September 6, 2016 minutes with the correction.

Vote 5 ~ 0

7. Consent Agenda ~

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

Vote ~ 5 ~ 0

8. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~ Ann Hollingsworth

Ms. Hollingsworth reported we continue to work on our property recognitions and welcome committee packages. We would like to have the Christmas property recognition program again, if anyone is interested in decorating please let us know by December 17, 2016 to be judged; our meeting will be held on December 19, 2016. We continue to collect pictures from our residents for our calendar.

b. Planning Board ~ Bill Clark

Bill Clark reported at the last Planning Board meeting we met with Wes MacLeod of the COG to review and update the UDO book. This project will take approximately 10 to 12 months. The Planning Board will have monthly updates on the review and

progress of this project. We discussed the Planning Board responsibilities and what the COG will be doing to put this plan together.

c. Parks & Recreation Advisory Board – Bob Stanley

Mr. Stanley reported the Parks & Recreation Advisory Board reviewed and discussed the dog park; NC Connect Bond Program, Parks & Rec. Master Plan, Muse Park upgrades and we also discussed having a park on the other side of the city.

d. Special Events ~ Michelle Hennessey

Commissioner Crawford reported for Ms. Hennessey. The committee met and discussed the planning of the Christmas activities. October 22nd will be the annual hay ride, we are still looking for people to volunteer to make scenes for the hay ride.

e. Library Committee ~ Frances Thomas

Commissioner Stilwell reported for Mrs. Thomas. The Library Committee is working on a Safety Fun Day planned for November 12, 2016 for all families and children here at City Hall.

9. City Manager's Report and Monthly Financial Report ~ Jeff Repp

Mr. Repp reported as of August 31, 2016 the city has \$2,179,400 in cash and investments; sales tax after two months is running about 9% ahead of schedule; property tax collections are at 95.7% for the prior FY year, for the current FY we are at 11% after two (2) months; we have \$588,000 in construction for the month of August with four (4) new homes being built.

A pre-bid meeting was held on September 30, 2016 for Eden Road, the bid opening proposals will be on October 20th; we hope to have an award at the November meeting for the project which was included in the FY 2017 budget. January 1, 2017 is our anticipated start date for the new website which will include more social media links including face book, twitter and Instagram which will allow us to push information out rather than having to go to the webpage and find information. The Code Red system will be used for information about Hurricane Matthew. Our new building inspector, Ruth Bek has started and she will be attending the November meeting. We scheduled a workshop with the BOC for October 21, 2016 at 1:30 p.m.; Chris May, Executive Director from the CFCOG will be presenting the Salary and Pay Classification Report. Lastly, the city has been preparing and going through the hurricane preparedness process in anticipation of Hurricane Matthew. We are lowering the Big Lake; we will accelerate the process as we continue to receive conference calls daily with the county. We may activate our Emergency Operations Center here at City Hall; this decision will be made within the next few days based on the weather forecast.

10. Old Business ~

No old business was reported.

11. **New Business ~**

- a. **Order** ~ approving the **Boiling Spring Lakes Avenue of Flags on E. Boiling Spring Road** on the specified holidays of; **Presidents Day, Memorial Day, Flag Day, Independence Day, Patriot Day and Veterans Day.**

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stilwell approving the **Boiling Spring Lakes Avenue of Flags on E. Boiling Spring Road** on the specified holidays of; **Presidents Day, Memorial Day, Flag Day, Independence Day, Patriot Day and Veterans Day.**

Vote ~ 5 ~ 0

- b. **Request for Public Hearing ~**

Proposed changes to the Boiling Spring Lakes UDO ~ General Code ~ Chapter 3 ~ Animals, Section 3-108 – Domestic Fowl.


A ***motion*** was made by Commissioner Crawford and ***seconded*** by Commissioner Putnam approving the request for a Public Hearing on the proposed changes to the Boiling Spring Lakes UDO ~ General Code ~ Chapter 3 ~ Animals, Section 3-108 – Domestic Fowl.

Vote ~ 4 ~ 1 (opposed Mayor Caster)

12. **Adjourn ~**

A ***motion*** was made by Commissioner Stewart and ***seconded*** by Commissioner Crawford to adjourn the Board of Commissioner meeting of ***October 4, 2016 at 7:18 p.m.***

Vote ~ 5 ~ 0



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

