



City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
February 2, 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
Commissioner David Crawford
City Manager Jeff Repp
Police Chief Brad Shirley

Commissioner Mark Stewart
Commissioner David Putnam
City Clerk Jane McMinn
City Engineer William Murphy

3. **Pledge of Allegiance ~ Bill Clark**

4. **Approval of Regular Agenda ~**

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Crawford to add to the agenda under New Business letter e.) appointment of Dave Giera to the Board of Adjustment.

Vote ~ 5 – 0

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Putnam approving the Regular Agenda with the addition under New Business letter e.) appointment of Dave Giera to the Board of Adjustment.

Vote ~ 5 ~ 0

5. **Public Comment ~**

Zelma Rygg ~ 267 Holly Dr.

Mrs. Rygg thanked the Board for working with us helping to pump the water off Holly Road and Mrs. Rygg also thanked City Engineer Bill Murphy for the presentation he gave regarding drainage issues. We are ready to get something done, we would like to know when, and hope the work is started soon. The water so far has not come across our road because we have been pumping water everyday; however the forecast for later this week is for more rain.

Mark Faulk ~ 243 Holly Dr.

Mr. Faulk explained to the Board that he has had medical issues due to the amount of water around his property and on Holly Dr. Mr. Faulk explained the water is coming from the rocks behind his property and the neighbor's property around him and behind him. We need some type of drainage to take the water away from us. I have a sub-pump under my home but due to my health issues I am unable to look under my home to see if there is mold growing. My mother-in-law has been staying with us and she also has developed health issues. We are asking the city to please do something soon about this problem.

6. Approval of Minutes ~

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Crawford to approve the Board of Commissioner Meeting minutes of January 5, 2016.

Vote ~ 5 ~ 0

7. Consent Agenda ~

Commissioner Stilwell commented the Code Enforcement Department is becoming extremely busy.

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

Vote ~ 5 ~ 0

8. Announcement ~ Chief Shirley

Chief Shirley announced to the citizens the BSL Police Department has a survey that is available online and also there are hard copies in the lobby. We are hoping to get a good return to help evaluate the services the police department is providing, if there are any safety concerns that we can address and so on. We hope to provide the results of the survey in April or early May at the latest.

9. Committee / Board Reports ~

a. Community Appearance Commission ~ Ann Hollingsworth

Ms. Hollingsworth reported Pamela Bellina, Administrative Assistant, city staff and City Manager Jeff Repp helped to create a pamphlet for our welcome package. The pamphlet provides information about the history of Boiling Spring Lakes, ordinances, burning permits, commissioners meetings, garbage pickups, recycling and more. Ms. Hollingsworth also reported the Appearance Commission did not meet in January but will be meeting in February.

b. Planning Board ~ Bill Clark

Mr. Clark reported the board met their new project manager for the Land Use Plan from the CFCOG, Wes McCloud. Mr. McCloud reviewed some processes with us and we received Chapter's 1, 2 and 3 of the Land Use Plan. The Board has reviewed the final draft of Chapter 1. We will review Chapter 2 and 3 at our next meeting. The Board elected the chairman for 2016 and also elected Gene Fiorvante as the TRC (Technical Review Committee) chairperson for the first quarter. Commissioner Stilwell inquired who was elected as chairman and Mr. Clark confirmed his re-appointment.

c. Parks & Rec Advisory Board ~ Bob Stanley

Mr. Stanley reported there was no meeting held in January due to the lack of a quorum. Mr. Stanley announced there is an opening on the Parks & Rec Committee if anyone is interested.

d. Special Events ~ Michelle Hennessey

Commissioner Crawford reported for Michelle Hennessey stating the committee is finalizing the 2016 calendar of events. The committee is currently working on the bicycle ride event, the planning has begun and we are looking for input from our citizens.

e. Library Committee ~ Frances Thomas

Mrs. Thomas reported the committee held a workshop on January 18, 2016 to discuss the February 18, 2016 event. Frank Williams will be our guest speaker and will share his book *After the Republic* from 6:00 p.m. to 8:00 p.m. Pamela Bellina is putting together the flyer which should be available tomorrow. The committee prepared in the past month a brochure to pass out to newcomers to let people know about the library. We discussed the capital fund for the library and a resolution has been prepared by City Manager Repp. The committee discussed future planning. In February we have plans to do a group book purchase. The committee is comparing purchasing online with purchasing from Barnes & Nobel. Which ever way is more economical we will go with that direction. We would like to create more events involving North Carolina authors.

Commissioner Stilwell announced the Library Event will be here at City Hall on February 18, 2016 from 6:00 p.m. to 8:00 p.m. Refreshments will be served. Mr. Williams will talk about the book he has written and Mr. Williams will be doing a trilogy, currently he has written his second book.

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

City Manager Repp reported as of December 31, 2015 the city had \$2,792,946 in cash and investments. Our sales tax revenue is currently running about 3% ahead of schedule after 6 months. 79% of property tax revenue was collected and distributed back to the city from the county. We had \$243,550 in construction activity in December including 1 new home on Washington Rd. I did have a conference call with the contractor who will be doing the removal of grasses around the Mitchell Prince Bridge. Swamp Thing will be in town sometime this month to perform a site visit. After their visit they will begin the work the following week.

Commissioner Stilwell inquired how long the work process would take. City Manager Repp stated the city has budgeted for 7 work days.

11. Old Business ~

a. Report ~ City Manager Repp will update the Board on maintenance costs and procedures to acquire Crystal Lake from Reeves Telecom as directed by the Board at the January meeting.

City Manager Repp reported at the January meeting the Board requested to have research done on the legal process to acquire Crystal Lake from Reeves Telecom. In addition, the Board requested firming up the actual treatment of Crystal Lake from Acquatico. The cost of treatment to Crystal Lake will be \$1,800 which would be a one time cost and then ongoing maintenance at a much less cost when Acquatico is treating the other lakes.

As far as the legal procedure, the city attorney would prepare an Instrument of Dedication that would be sent to Reeves Telecom. Assuming Reeves Telecom did not have any issues they would then sign the Dedication and return it to the city. The Board would then officially approve that document by resolution at their board meeting.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Putnam to have the City Manager instruct the city attorney to prepare the Instrument of Dedication to Reeves Telecom turning Crystal Lake over to the city.

A discussion followed.

Commissioner Stilwell commented she has had several messages and phone calls from citizens asking how much more can the city ask the tax payers to pay. Other statements from citizens questioned why are we trying to acquire this lake, the area has never been used, people can't use it, why is the city concerned with it now. Commissioner Stilwell was asked by a citizen why can't citizens voice their opinions. Is the city going to be making all the decisions for the citizens.

Commissioner Stilwell stated she would like to hear comments from our citizens and questioned if we could have a public hearing. Both Commissioners Putnam and Stewart stated there has not been one person who has made a comment to the Board about Crystal Lake at any of the meetings. The surveying work has been completed at North Lake for the new fishing dock, the area will be opened for more parking, additional clearing will be done which will give more access to Crystal Lake for public use. The amount quoted for cleaning up the lake (\$1,800.00) is not a monumental amount of money. Commissioner Crawford commented the city is known for our lakes. We have a lot of lakes and the city should protect our lakes. Property owners that live on the lake are being impacted by the vegetative growth and mosquito problem. Commissioner Stewart stated that in his motion to request the Instrument of Dedication it clearly means that we are asking Reeves Telecom to sign over the lake to the city. It does not mean that the city

would spend any money on the lake at this time. The City Manager added that the official action by the board would be the adoption of a resolution at a public meeting accepting the dedication from Reeves Telecom and public comment could be received at that point.

Vote ~ 3 ~ 2 (opposed ~ Mayor Caster and Commissioner Stilwell)

12. New Business ~

a. Resolution ~ approving the Establishment and Maintenance of the Municipal Library Capital Reserve Fund.

City Manager Repp explained the resolution will authorize a capital reserve account in our financial system for the Library Commission. When money is raised by the committee, those dollars will be deposited into the reserve fund account for the construction of a new library. The money placed into this account does not lapse at the end of the fiscal year, it will roll over into the following year and so on. It was further explained by Commissioner Stilwell that if there are donations for this account that money will be placed into the account and remain there. Their budget money in the General Fund is their working money for the year.

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Stewart approving the Establishment and Maintenance of the Municipal Library Capital Reserve Fund.

Vote ~ 5 ~ 0

b. Resolution ~ approving the Amendment to the Boiling Spring Lakes Unified Development Ordinance to Permit Duplexes in the R-5 Zoning District.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell approving the Amendment to the Boiling Spring Lakes Unified Development Ordinance to Permit Duplexes in the R-5 Zoning District.

Vote ~ 5 ~ 0

c. Visioning Workshop ~ Friday, February 12, 2016 at 9:30 a.m.

A **motion** was made by Commissioner Stilwell and **seconded** by Commissioner Putnam approving the Visioning Workshop on Friday, February 12, 2016 at 9:30 a.m.

Vote ~ 5 ~ 0

d. Public Hearing Workshop ~ Police Feasibility Study ~ Wednesday February 10, 2016 at 6:30 p.m.

A **motion** was made by Commissioner Crawford and **seconded** by Commissioner Putnam approving the Public Hearing Workshop Police Feasibility Study on Wednesday February 10, 2016 at 6:30 p.m.

Vote ~ 5 ~ 0

e. Appointing David Giera to a three term on the Board of Adjustment

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stilwell appointing David Giera to a three year term on the Board of Adjustment.

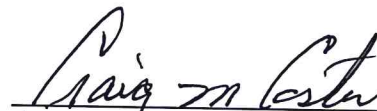
Vote ~ 5 ~ 0

13. Adjourn ~

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Putnam to adjourn the Board of Commissioner meeting of February 2, 2016.

Vote ~ 5 ~ 0

The meeting was adjourned at 7:15 p.m.



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

