



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
March 7, 2017
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 Mark Stewart
Commissioner Mary Stilwell	Commissioner David Putnam
City Manager Jeff Repp	Commissioner David Crawford
Police Chief Brad Shirley	City Clerk Jane McMinn

3. Pledge of Allegiance ~ Commissioner Stilwell

4. Approval of Regular Agenda

A *motion* was made by Commissioner Putnam and *seconded* by Commissioner Crawford approving the Regular Agenda of March 7, 2017.

Vote ~ 5 ~ 0

5. Presentation ~ 2016 BSL Police Department Annual Report ~ Chief Shirley

Chief Shirley gave a presentation overview of the 2016 BSLPD Annual Report.

Chief Shirley reviewed the increases in population, calls for services, increase in incidents, arrests, investigations, traffic services and animal services. As you can see by the presentation, we have had significant increases in all these areas over the last year. Chief Shirley reported that Brunswick County and New Hanover County rank #1 in the nation in opioid related deaths. Training is always a priority as well as community relations and involvement.

The Boiling Spring Lakes Police Department was presented The Governors Highway Safety Program Achievement Award for 2015.

As you can see, the Police Department has been busy and we will continue to serve our citizens and provide a safe environment.

The 2016 BSL Police Department Annual Report is hereby incorporated by reference and made a part of these minutes.

6. Public Comments ~

Mike Delargy ~ 1831 Pinehurst Rd.

Mr. Delargy thanked the Board for their commitment and help with the request to pave Pinehurst Rd. Mr. Delargy requested an update on where the city is with this process.

Mr. Repp stated the survey work has begun by Tidewater Surveying and the results will be sent to the engineering firm of McGill Engineering for their assessment. McGill Engineering will make their recommendations to the city. Mr. Delargy inquired if all of Pinehurst would be paved. Mr. Repp stated currently the plan is to pave the area between Chapel Hill and Greenville; however, we may be able to extend it depending on the amount of work that needs to be done.

Audrey Carathanasis ~ 1281 Spring Lake Dr.

Mrs. Carathanasis thanked Mr. Repp for taking care of the bushes at the walls. Mrs. Carathanasis stated she was told Mr. Oliver (owner of the ice machine on NC Rt. 87) has applied for his driveway permit and if he did not have his permits, the ice machine would be moved by February 9. Also Mrs. Carathanasis inquired about the trees the State was going to plant along NC Rt. 87 by the middle of March. Commissioner Putnam responded, the State is still currently waiting for the funding to come through. Commissioner Putnam commented the State should have the trees planted by the second week in May. I can only give you the information as it is given to me.

Ron Combopiano ~ 146 Forest La.

Mr. Combopiano referenced the updating of the UDO and is requesting the board consider the removal of the phrase *shall not be forward of the front line of the main building* and respected carports in Section 6.6.1D of the new UDO.

I would like to suggest that part of our website be dedicated to placing information about new businesses opening up here in BSL with a brief explanation of the business. I believe citizens would like to shop local and support our businesses.

7. Approval of Minutes ~

a. February 7, 2017 ~ BOC Regular Meeting

A *motion* was made by Commissioner Putnam and *seconded* by Commissioner Stilwell to approve the February 7, 2017 Regular Board of Commissioner Meeting.

Vote ~ 5 ~ 0

b. February 17, 2017 – Board of Commissioner Workshop

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stewart to approve the minutes of the February 17, 2017 Board of Commissioner Workshop to amend the minutes to ***state a discussion was held at the Workshop regarding the RV Park in the C-1 Zoning Area.***

Commissioner Stilwell commented nothing that was discussed at this workshop is reflected in these minutes. I would like to see some of the comments made with respect to the Greenway Plan. Mayor Caster also agreed and stated he has discussed this with the city manager. Commissioner Stilwell commented that we could have touched on things that are pertinent to the resolution we will be voting on tonight.

Mr. Repp explained in both of the presentations there were power points presented that are part of the minutes which details the entire conversation that took place. We can reference this in the minutes that the power point presentations are included.

The Land Use Plan is hereby incorporated by reference and made a part of these minutes.

The Brunswick County Greenway, Bike Route & Paddle Trial Plan is hereby incorporated by reference and made a part of these minutes.

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stewart to amend the minutes to include both the power point presentations in the minutes.

Vote ~ 5 ~ 0

8. Consent Agenda ~

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

Vote ~ 5 ~ 0

9. Committee / Board Reports ~

a. Community Appearance Commissioner ~ Ann Hollingsworth

Ms. Hollingsworth reported the commission is working on the property recognitions which runs from April to November; if anyone would like to recommend a property please contact city staff. Calendar work is moving forward and we are hoping to have something together by mid April; we are also including in our welcome packages flyers from new businesses.

b. Planning Board ~ Bill Clark (excused)

Mr. Fiorvante reported for Chairman Bill Clark. Mr. Fiorvante informed everyone the Board is continuing working on the UDO, we are currently working on Chapters 5 & 6. Commissioner Crawford pointed out Chapters 5 & 6 are the basic foundation of the UDO.

c. Parks & Recreation ~ Bob Stanley

Mr. Stanley reported hours and parking were discussed at North Lake Park. A presentation was given by Dr. Herstine on the Parks & Recreation Master Plan. Discussions were held regarding summer camp and the 2017/18 fiscal year budget and sub-committee goals.

d. Special Events ~ Michele Hennessey (excused)

Commissioner Crawford reported for Chairman Michelle Hennessey. Special Events is working on two programs, the Eggstravaganza Hunt which will be held at Spring Lake Park on April 8th; and the Spring Fling will be held on May 20th at Spring Lake Park and will have vendors, kayaks and blowups for the children and Special Events is also working on a possible car show.

e. Library Commission ~ Frances Thomas

Mrs. Thomas reported the book sale will be held at the Spring Fling on May 20th. We now have a hand held scanner to organize and catalog our library, Tammy Sollenberger has worked very hard on this. Our book signing was held on February 16th we had our meet the author event, Howie Franklin the author of "Yes Mr. President" who served on Air Force One with five different presidents. In lieu of our March meeting we had a book shopping day and purchased 20 books. All the new books have been shelved by Tammy and we really appreciate all the work and time she has committed to the library.

f. BSL Fire / Rescue ~ Commissioner Stewart

There was no report given.

10. City Manager's Monthly Report ~ Jeff Repp

Mr. Repp reported, as of January 31, 2017 the city has \$2,648,032.00 in cash and investments; sales tax revenue after seven (7) months is running 4.02% ahead of schedule. As of January 31, 2017, 90.4% of property taxes have been collected; during the month of January we had one new home permit issued. On March 20, 2017 the Eden Rd. reconstruction project will begin from Fifty Lakes Dr. to Alton Lennon. Brunswick County will loan us two (2) electronic signs that will be posted at both ends to make the public aware of the construction project. As far as we know only one lane will be open at a time during the paving. The lighting project at North Lake has begun, we will most likely have this on the April agenda for the Board's approval of the new hours of operation.

11. **Old Business ~**

No old business was reported.

12. **New Business ~**

- a. **Order** ~ authorizing the City Manager to accept the proposal of *A + Heating & Cooling* for the purchase and installation of replacement HVAC systems and a ten (10) year warranty (parts & compressor) for the Community Center in the estimated amount of *Twenty Thousand One Hundred and Thirty Nine Dollars and No Cents (\$ 20,139.00)*.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Crawford authorizing the City Manager to accept the proposal of *A + Heating & Cooling* for the purchase and installation of replacement HVAC systems and a ten (10) year warranty (parts & compressor) for the Community Center in the estimated amount of *Twenty Thousand One Hundred and Thirty Nine Dollars and No Cents (\$ 20,139.00)*.

Vote ~ 5 ~ 0

- b. **Order** ~ authorizing the Mayor to execute an employment agreement with City Manager Jeff Repp with a term ending on April 15, 2021.

A **motion** was made by Commissioner Putnam and **seconded** by Commissioner Stewart authorizing the Mayor to execute an employment agreement with City Manager Jeff Repp with a term ending on April 15, 2021.

Vote ~ 5 ~ 0

- c. **Ordinance** ~ An Ordinance Amending Chapter 4 – Buildings and Building Regulations of the Code of Ordinance for the City of Boiling Spring Lakes.

Mr. Repp explained this ordinance was based on the impact fee for new homes back in 2005 when this was adopted by the Board. The language was not specific enough by what was being implemented by staff, the original language referred to structures but not new residential structures. Upon review it was decided it would be best for the Board to clarify the language to new residential structures. Commissioner Stewart stated there is a \$750 impact fee; however there is more damage to a paved road than there would be to a dirt road. I would like to entertain that the City maintain the \$750 impact fee on new residential and commercial structures on paved streets, but charge only \$500 for dirt roads.

Mr. Repp stated if this is the intent of the Board I would like to do some research before making that change. The NC General Assembly has done a number of things with regard to the impact fees. I want to make sure with the intent Commissioner Stewart

has suggested these changes comply with the General Assembly; however the original resolution can be voted on tonight and I will bring the information back at the next Board meeting.

A ***motion*** was made by Commissioner Stewart and ***seconded*** by Commissioner Putnam amending Ordinance; Chapter 4 – Buildings and Building Regulations of the Code of Ordinances for the City of Boiling Spring Lakes.

Vote ~ 5 ~ 0

- d. ***Resolution*** ~ Supporting the Development of a Joint Land Use Study (JLUS) for the Military Ocean Terminal Sunny Point (MOTSU) and Surrounding Local Governments.

Mr. Repp explained MOTSU asked the city, along with other communities such as Carolina Beach, Kure Beach and other areas within their prevue to proceed with a planning study. The Department of Defense would pay 90% of the study, MOTSU has contracted with the Cape Fear COG for the plan. Local governments that are participating would then split the remaining 10%. The resolution says we are willing to support this effort to get the grants they are looking for from the Department of Defense. The benefit to us would allow another avenue for future grants as being part of their planning district and part of their plans.

A ***motion*** was made by Commissioner Stilwell and ***seconded*** by Commissioner Crawford Supporting the Development of a Joint Land Use Study (JLUS) for the Military Ocean Terminal Sunny Point (MOTSU) and Surrounding Local Governments.

Vote ~ 5 ~ 0

- e. ***Resolution*** ~ Approving the Brunswick County Greenway, Bike Routes and Paddle Trail Plan

A ***motion*** was made by Commissioner Stilwell and ***seconded*** by Commissioner Putnam Approving the Brunswick County Greenway, Bike Routes and Paddle Trail Plan.

Vote ~ 5 ~ 0

13. Announcements ~

Mayor Caster announced ~

- a. ***March 22nd – 1:00 to 3:00 p.m. – City Hall – 2016 Land Use Plan – Public Meeting***
b. ***March 23rd – 6:00 to 8:00 p.m. – Community Center - 2016 Land Use Plan – Public Meeting***

Mr. Repp reiterated, these are public meetings where the public is invited to ask questions of Wes MacLoud of the Cape Fear COG about the specifics of the plan which is also

available on our website along with the power point presentation Mr. MacLoud gave at our workshop on February 17, 2017. At the April BOC meeting there will be a Public Hearing on the plan, it will not be on the agenda for adoption at the April meeting, however it will be on the May agenda for adoption.

Commissioner Crawford encouraged our citizens to participate and be involved.

c. Budget Workshop #1 – April 21, 2017 at 9:00 a.m. at City Hall.

14. Adjourn ~

A ***motion*** was made by Commissioner Stewart and ***seconded*** by Commissioner Crawford to adjourn the Board of Commissioner meeting of March 7, 2017 at 7:18 p.m.

Vote ~ 5 ~ 0

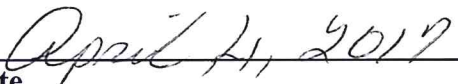


Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

