



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
May 2, 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 Mary Stilwell
City Manager Jeff Repp
Police Chief Brad Shirley
Code Enforcement Ruth Bek

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

3. Pledge of Allegiance ~ Flotilla Commander ~ Kim Curry

4. Approval of Regular Agenda ~

Commissioner Stilwell requested to add to the agenda item **G** under **New Business** requesting a workshop on Longevity Pay for City Employees and review of the 2018 Budget.

A **motion** was made by Commissioner Stewart and **seconded** by Commissioner Crawford to approve the agenda as amended.

Vote 5 ~ 0

5. Presentation ~ Opioid Epidemic ~ Ola Lewis, Sr. Resident Superior Court Judge

Judge Lewis thanked the City for allowing her to speak in her hometown. We are in the middle of an epidemic crisis. I am here to ask this board and the members of this community to join with me as we attempt together to come up with ideas and people attack head on the opioid crisis in Brunswick County. We have created the Brunswick County Opioid Task Force. I have attended the Task Force in New Hanover County. New Hanover County has transportation, housing, inpatient treatment facilities and BSL has none of these. I would like to ask for volunteers to join us as we deal with the issues I have just mentioned. We have been working with our medical community of Doshier and Novant, we are meeting with doctors, to limit the amount of pain drugs they prescribe. We have had 20 overdoses right here in 2016 in our own city. We are asking for full support of the law enforcement. We want to make sure our police officers have up-to-date equipment

such as Narcan. We are asking for our churches to get involved. We are looking for volunteers, give us your ideas, thoughts, and work with us. We need an outlet for these people who are in need. Please help. The next meeting will be held on May 12th at the David Sanford Building at 12:30, come earlier and have lunch at 11:45 at the campus cafeteria.

Anyone interested in joining this task force please email me at judgeola@aol.com.

6. Proclamation ~ National Safe Boating Week ~

Mayor Caster introduced Staff Officer of Public Affairs, Mark Picciano, Flotilla Commander, Kim Curry and Coast Guard Officer in Charge, first Class Todd Murray of the Coast Guard Station, Oak Island.

Mayor Caster read aloud the Proclamation.

A *motion* was made by Commissioner Putnam and *second* by Commissioner Stilwell to accept the Proclamation for National Safe Boating Week as May 16 – 22, 2017.

Vote ~ 5 ~ 0

7. Introduction ~ Chief Brad Shirley ~ Two New Police Officers ~ Officer Christina Ferris and Officer Jagger Leonard

Chief Shirley introduced new *Officer Christina Ferris* who is a recent graduate of law enforcement training at Brunswick Community College; also introduced is *Officer Jagger Leonard* who also is a graduate of law enforcement at Brunswick Community College. We are proud to have both of these Officers on our police force.

8. Presentation ~ Karen Collins ~ Southport Rotary Club ~ Presentation ~ Officer of the Year and Support Person of the Year ~

Ms. Collins of the Southport Rotary Club presented the award for Officer of the Year to *Officer Windy Hager* for her outstanding achievements.

Chief Shirley announced the Support Person of the year goes to *Chaplin Lee Eiss*; commending his many accomplishments with over the 40 years in ministry, a veteran of the U.S. Marine Corps and the U.S. Navy. His wife, son, family and friends are also present here tonight. Chaplin Eiss is a Godsend to our agency and has been a support person for our officers and a resource for our community, as well as an over all level of support for everyone.

Ms. Collins of the Southport Rotary Club presented the Support Person of the Year to *Chaplin Lee Eiss*.

9. Mitch Prince Scholarship Presentation ~ Commissioner Mary Stilwell / Chairman of the Mitch Prince Scholarship Fund.

Commissioner Stilwell noted this is the third presentation of this scholarship and it is due largely to the people in this community our Special Events Committee and citizens like Anne Hollingsworth, Dale Richardson and all the people who have helped to support this fund.

Commissioner Stilwell presented the Scholarship to the first female, *Officer Windy Hager*.

10. Public Hearing ~ Amend Appendix A. Definitions of the Unified Development Ordinance (UDO) revising the definitions for lot lines and specific corner lot setbacks for clarification and to allow for side setbacks, which may abut a street right-of-way.

A *motion* was made by Commissioner Stewart and *seconded* by Commissioner Crawford to move into Public Hearing.

Vote 5 – 0

a. Gene Formyduval ~ 803 N. Shore Dr.

Mr. Formyduval stated he has a corner lot on N. Shore Dr. for sale. I checked with City Hall and found because it was a corner lot we have to determine if the setbacks are on N. Shore Dr. or Sigman Rd. There is a 50-foot front and a 50-foot rear setback on Sigman Rd., the lot is only 75 feet wide. Therefore, due to the process, I was required to request a variance before the Board of Adjustment to be granted a variance for a 10-foot side yard setback to designate North Shore Dr. as the street address. Going through this process, I had to provide a survey and had to pay a \$200 fee to go before the Board of Adjustment. I was granted the variance but felt I did not need to go through this process. I am asking please make owners aware of vacant lots on corners so they do not have to go through what I went through to determine the front and rear setback and be charged that amount of money to clarify a piece of property in Boiling Spring Lakes.

A *motion* was made by Commissioner Stilwell and *seconded* by Commissioner Putnam to move out of Public Hearing.

Vote ~ 5 ~ 0

11. Public Hearing ~ Proposed Fiscal Year 2018 Budget for the City of Boiling Spring Lakes.

A *motion* was made by Commissioner Putnam and *seconded* by Commissioner Stewart to move into Public Hearing.

Vote 5 - 0

No public comments were made.

A *motion* was made by Commissioner Stewart and *seconded* by Commissioner Putnam to move out of Public Hearing.

Vote 5 ~ 0

12. Public Comments

a. Dory Manz ~ 291 S. Shore Dr.

Ms. Manz commented she has moved here from Atlanta and loves the community. I lost my dog while walking on S. Shore Dr. A distracted driver came down the road going faster than 30 miles per hour. My dog jumped in front of me and the car hit the dog and broke its neck. My concern is there are elderly people who walk on the road, bicyclists and golf carts. I would like to request the signage for S. Shore be improved, we need better and more signage. There is no edging on the sides of the road. More road signs would be wonderful. I will help in any way I can.

b. John Banks ~ 259 North Hills Dr.

Mr. Banks commented on the five (5) lights that are now being installed at North Lake Park. Mr. Banks stated he objects to the lights and is also opposed to the hours being extended and does not understand how we are at this point. I am asking what the hours are at North Lake. How did we get to this point without public notification and spend the monies to install five lights on a lake that is full of residents who do not enjoy that view. My real estate agent stated this could have a negative impact on the home values. I have written to the Board three times and have not received a satisfactory response to my letter. I did receive one response from one of the commissioners but the letter failed to address my concerns.

c. Audrey Carathanasis ~ 1281 Spring Lake Dr.

Mrs. Carathanasis stated she commented a couple of months ago about a fence being down on North Lake Dr. and Longleaf Rd. The fence has been down since Hurricane Matthew. What can be done about the fence that is just laying there? Ms. Bek, Code Enforcement Officer responded she is aware of it and the property is foreclosed, bank owned. Ms. Bek has sent the bank a letter and stated the fence needs to be cleared and removed.

d. Ron Combopiano ~ 146 Forest La.

Mr. Combopiano commented on the UDO and asked to look at the statement of front lines 6.6.1 of the UDO and requested that the board consider changing this to allow people to have a property structures beyond the front line of their house so they may have a structure to protect their personal property. Many lots are small. I ask that you pay attention to the petition I have submitted and publically address the idea there might be some expansion of the opportunity of structures to be built build beyond the front line of the house to protect their personal property. Another top priority is still a grocery store for the community. It has been made clear that no large store will bring their business here until our population is at least 12 to 15,000 residents, I ask what

alternatives can the BOC or citizens bring to try to promote some further business incentives here. I would like the board to address this in the near future.

13. Approval of Minutes ~

a. April 4, 2017 ~ BOC Regular Meeting Minutes

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stewart to approve the Board of Commissioner Meeting Minutes of April 4, 2017.

Vote ~ 5 ~ 0

14. Consent Agenda ~

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

Vote ~ 5 ~ 0

15. Committee / Board Reports and Minutes ~

a. **Community Appearance Commission ~ Ann Hollingsworth**

Ms. Hollingsworth reported the Commission continues working on our 2018 calendars, proofs are in and we will review at our next meeting. Commissioner Stilwell inquired how the welcome packages are going. Ms. Hollingsworth commented there is interest in our city maps people also like the brochure phone number pamphlet we provide. We have ordered seed pots for our packages; we keep trying to change things up from time to time. We will have a table at Spring Fling showing pictures of the Commission and our projects.

b. **Planning Board ~ Bill Clark**

Mr. Clark reported the board continues to review the UDO along with COG representative Wes MacLoud. We are reviewing Article 7 / second part and we should be reviewing that at our next meeting. We reviewed a clarification text amendment for lot set backs which was written by the COG which you will be voting on tonight. We reviewed the definition of home occupations, what is considered retail sales which is not a permitted use. Mr. Clark clarified for Commissioner Stilwell; the COG takes a chapter, reviews and edits as needed and reviews with the Planning Board. When the board feels something does not need to be changed or discussed, we move on to the next item. In the specific case of Mr. Combopiano he made his views clear to the commission on the issue of the RV cover being allowed in the front yards but no one on the commission agreed with that view and no one made a motion on the commission to amend the draft UDO to make that change.

c. **Parks & Recreation Advisory Board ~ Bob Stanley**

Mr. Stanley was not present ~ Mary Green, Parks & Rec Director reported for Mr. Stanley.

Ms. Green reported the board discussed budget recommendations. When I have finish revising the fee schedule I will ask the board for their input. We discussed public comments about the lighting at North Lake. The Master Plan is moving forward and we should have a draft by January 2018.

d. **Special Events ~ Michelle Hennessey**

Ms. Hennessey was not present ~ Commissioner Crawford reported for Ms. Hennessey. Commissioner Crawford reported at the last meeting we reviewed and finalized the budget. On April 8, 2017 we held the Eggstravaganza which was a huge success; we had about 200 children that participated in the Easter Egg Hunt. On May 20, 2017 we will hold our Spring Fling, check out our website for details.

e. **Library Commission ~ Frances Thomas**

Mrs. Thomas reported our meet the author with Howie Franklin was a big success. We have approximately 200 books we will sell at the Spring Fling; the commission was also at the Small Fry Fishing Tournament and gave away books. We will have our next meet the author on June 1, 2017 at 6:30 with Carol Cini from Southport; his book was published in April, The Spy and His CIA Brat. Mr. Cini shares his life as a CIA brat and writes about the life his family led. One of our previous authors, Frank Amoroso has a new book entitled Wopper YA.

f. **BSL Fire / Rescue ~ Commissioner Stewart**

Commissioner Stewart reported the BSL Fire / Rescue had 27 medical calls, and 31 fire related calls. Members attended certification classes and they had four (4) members attend the weekend fire college at CFCC.

16. **City Managers Report ~ Jeff Repp**

City Manager Repp reported as of March 31, 2017 the city had \$2,836,818 in cash and investments; sales tax revenue continues to run strong at 3.4% ahead of schedule. Brunswick County Government has not updated their website with regard to property tax collection for April 1st, however I assume it is around the 94% range. We also had two (2) new homes constructed during the month of March for \$456,970.

17. **Old Business ~**

No old business was reported.

18. **New Business ~**

a. **Resolution ~ adopting the 2016 City of Boiling Spring Lakes Land Use Plan**

A *motion* was made Commissioner Putnam and *seconded by* Commission Stewart adopting the 2016 City of Boiling Spring Lakes Land Use Plan.

Vote ~ 5 ~ 0

- b. **Order** ~ Consistency Statement to amend Appendix A. Definitions of the Unified Development Ordinance (UDO) of the City of Boiling Spring Lakes, North Carolina.

A ***motion*** was made by Commissioner Crawford and ***seconded*** by Commission Stilwell to approve the Consistency Statement to amend Appendix A. Definitions of the Unified Development Ordinance (UDO) of the City of Boiling Spring Lakes, North Carolina.

Vote ~ 5 ~ 0

- c. **Ordinance** ~ to Amend Appendix A. Definitions of the Unified Development Ordinance (UDO) revising the definitions for lot lines and specific corner lot setbacks for clarification and to allow for side setbacks which may abut a street right-of-way.

A ***motion*** was made by Commissioner Stewart and ***seconded*** by Commissioner Putnam to Amend Appendix A. Definitions of the Unified Development Ordinance (UDO) revising the definitions for lot lines and specific corner lot setbacks for clarification and to allow for side setbacks which may abut a street right-of-way.

Vote ~ 5 ~ 0

- d. **Ordinance** ~ amending Article III – Park Regulations of the Code of Ordinances for the City of Boiling Spring Lakes Changing the Hours of Operation for North Lake Park.

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stewart amending Article III – Park Regulations of the Code of Ordinances for the City of Boiling Spring Lakes Changing the Hours of Operation for North Lake Park.

Commissioner Stilwell inquired if the lights at North Lake Park remain on all night, Commissioner Stewart confirmed they are dusk to dawn lights; and explained these are LED lights which have a more direct line of lighting. Commissioner Putnam stated he has driven over to North Lake at night and does not see an issue with the lighting. This board has been discussing the lighting for the last few months and we have not heard any objections. Commissioner Crawford voted in favor of the lights for public safety; the lighting helps our officers that are on patrol, the lighting helps with their safety too. Mayor Caster has concerns about the park staying open after dark and boaters using the lake until 11 p.m.. Mr. Repp clarified the lake is not the park, the City will make it clear on the signs that boating is from dawn to dusk. Mayor Caster also has concerns about fishing on the pier. My concern is for children and their safety.

Vote ~ 4 ~ 1 (opposed ~ Mayor Caster)

- e. **Order** ~ amending the Salary & Pay Classification Plan for the City and adopting a revised job description for the position of Recreation Manager.

A ***motion*** was made by Commissioner Stilwell and ***seconded*** by Commissioner Crawford amending the Salary & Pay Classification Plan for the City and adopting a revised job description for the position of Recreation Manager.

Commissioner Stilwell commented in the past this position has been with an educational requirement requiring a college degree and experience, however on the application the words ***to be considered*** are written so when hiring, those mean a lot, the hiring person can consider the persons education or not, the experience should be considered with those words in mind.

Vote ~ 5 ~ 0

- f. **Order** ~ authorizing the City Manager to execute a one-year renewal for contract for Debris Management Services between the City of Boiling Spring Lakes and Phillips and Jordan, Inc. effective July 27, 2017 through July 26, 2018 at the same term and conditions as the current contract.

A ***motion*** was made by Commissioner Putnam and ***seconded*** by Commissioner Stewart authorizing the City Manager to execute a one-year renewal for contract for Debris Management Services between the City of Boiling Spring Lakes and Phillips and Jordan, Inc. effective July 27, 2017 through July 26, 2018 at the same term and conditions as the current contract.

Vote ~ 5 ~ 0

- g. Workshop on Longevity Pay for City Employees, and review of the 2018 Budget.

Commissioner Stilwell requested to hold a workshop on the Longevity Pay for City Employees and review of the 2018 Budget. I would like to suggest Friday, May 12, 2017 at 9:00 a.m.

A ***motion*** was made by Commissioner Stilwell and ***seconded*** by Commissioner Crawford to hold a workshop on Friday, May 12, 2017 at 9:00 a.m. on the Longevity Pay for City Employees and review of the 2018 Budget.

Vote ~ 5 ~ 0

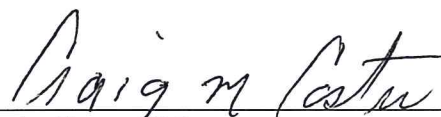
19. Announcements ~

- a. Mayor Caster thanked all our volunteers for everything they do for the City.
- b. Commissioner Stewart also thanked all the volunteers and complimented the Police Department for their hard work on the Small Fry Fishing Tournament.

20. Adjourn ~

A ***motion*** was made by Commissioner Crawford and ***seconded*** by Commissioner Stewart to adjourn the Board of Commissioners Meeting of **May 2, 2017 at 7:50 p.m.**

Vote ~ 5 ~ 0



Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

