



**City of Boiling Spring Lakes  
Board of Commissioners Regular Meeting Minutes  
January 9, 2018  
City Hall – 6:30 pm**

**PLEASE TURN OFF CELL PHONES**

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Mayor Caster welcomed Boy Scout Troop 238 Leader Dustin Lupton, his son Payne and Hank Troscianiec along with his son Cameron to work on their merit badges.

**1. Call to Order ~ Mayor Craig Caster**

The Board of Commissioners Meeting was called to order at 6:30 p.m.

**2. Attendance ~ in attendance at the meeting were ~**

Mayor Craig Caster	Commissioner Steve Barger
Commissioner Mark Stewart	Commissioner Guy Auger
City Manager Jeff Repp	Chief Code Enforcement Ruth Bek
City Clerk Jane McMinn	Captain Rick Spencer

**Excused ~ Chief Brad Shirley**

**3. Pledge of Allegiance ~ Commissioner Mark Stewart**

**4. Approval of Regular Agenda ~**

Commissioner Auger requested the removal under New Business letter ~ e ~ ***appointing one applicant to the ABC Board.*** It has come to my attention we have new applications that have been submitted. I would like the board to have time to review all those applications and possibly meeting with the applicants. Therefore, I would like to request tabling the appointment until the February meeting.

A ***motion*** was made by Commissioner Stewart and a ***second*** by Commissioner Barger to approve the agenda as written with no changes.

***Vote ~ 3 ~ 1 (opposed ~ Commissioner Auger)***

**5. Fiscal Year Audit Report 2017 ~ Wayne Berry ~ Berry, Padgett and Chandler, PLLC**

Mr. Berry addressed the board and reviewed the 2017 audit report.  
The Audit Report is hereby incorporated by reference and made a part of these minutes.

**6. Public Comments ~**

**Richard Sparks ~ 2010 Gastonia Rd.**

Mr. Sparks commented he has attempted to address the board previously in a respectful manner, however he was not permitted to comment and told to take his seat, and I then took my seat without making any further comment. I requested the board members meet with me to resolve concerns I have regarding specific actions by the board. Mr. Sparks went on to request a meeting with the board, with no response from any of the members. I have contacted a law firm in Raleigh who confirm I have a case based on my first amendment rights. This is not the avenue I would like to pursue. I am request the board meet with me to avoid another city lawsuit, to be clear, Mr. Sparks reiterated this is not the avenue I want to take.

**Lynda Snyder ~ 845 Fifty Lakes Dr.**

Mrs. Snyder thanked the police department for helping direct the traffic on Saturday during the Celebration of Life Service for her husband Jim. Unfortunately, a member of the BSL Fire Department hit my mailbox by accident. Chief Teresa Tickle had the mailbox replaced right away. I would like to give a big thank you to the Fire Department and the Police Department for their help in the recent weeks.

**Marge Pennington ~ 301 South Shore Dr.**

Mrs. Pennington reminded the BOC of the Oath of Office they took. Statements concerning the nomination of a new board member filling the vacant seat, comments with respect the Spring Lake Lawsuit and the current legal expenditure of tax dollars; also the former farmers market which is now a barbershop. If the board cannot do the right thing and appoint Ed Wilkie to the vacant commissioner seat then the vacant seat should remain empty for the next two years.

**Charlie Carroll ~ 221 Darnell Rd.**

Mr. Carroll of the ABC Board presented to the city two checks, one for the city in the amount of \$6,250.00; the other for law enforcement in the amount of \$226.00. The ABC Board also put \$3,000.00 in their reserve fund for future growth of the building. Mr. Carroll assured the city they would continue to receive the quarterly profit checks from the ABC Board; with our reserve, we can guarantee the city will receive their full profit checks if we do have a slow period. Our board works hard to continue to grow the business and raise profits.

**7. Approval of Minutes ~**

- a. Approval of the Regular BOC Minutes dated December 5, 2017.

A ***motion*** was made by Commissioner Stewart and ***seconded*** by Commissioner Barger to approve the December 5, 2017 BOC Regular Meeting.

***Vote ~ 4 ~ 0***



**8. Consent Agenda ~**

A ***motion*** was made by Commissioner Auger and ***seconded*** by Commissioner Barger to approve the Consent Agenda.

*Vote ~ 4 – 0*

**9. Committee / Board Reports and Minutes ~**

**Community Appearance ~ Ann Hollingsworth**

Ms. Hollingsworth stated several citizens are requesting to put some decorative flags throughout our commercial corridor, and replacing our current Christmas lighting decorations with something more updated. Our welcome packages are doing well and Christmas and property recognitions have gone very well too. Our team works together and that is what it takes, the efforts of everyone.

**Planning Board ~ Bill Clark**

Mr. Clark reported the board continues tweaking the UDO; we will complete the review this Thursday at our meeting and send it to the board towards the end of the month for your review.

**Parks & Recreation Advisory Board ~ Bon Cantrell**

Mr. Gzulaitis reported for Mr. Cantrell. Mr. Gzulaitis reported Parks & Rec. is continuing to work on park planning for the basketball courts, the plans are in development with Mary Green. Survey results for Parks & Rec. are being compiled and expect to have preliminary results at the next meeting. In February, we will present a letter to the board requesting to form a task force to plan out pedestrian and bicycle pathways. There is also grant money available and we hope to get the task force together quickly to begin work.

**Special Events Committee ~ Michelle Hennessey**

Mrs. Launderville reported for Ms. Hennessey. Mrs. Launderville reported the committee finished off 2017 with their tree lighting event; at our next meeting, we will be focusing on our event calendar for 2018. We will be working on our Easter Eggstravaganza; and the committee will be purchasing a party sound speaker.

**Library Commission ~ Frances Thomas**

Mrs. Thomas reported the commission participated in the Christmas Festival; we read Christmas stories to the children, gave away prizes and books. Mrs. Thomas announced there is an opening for a volunteer on the library commission and we are hoping to fill that opening soon. On January 25, 2018, Frank Williams will be holding a book signing at the Holiday Inn Express in Leland; his new book is titled 'Convergence', which I will be attending to receive a signed copy for our library.

**BSL Fire / Rescue ~ Commissioner Stewart**

Commissioner Stewart reported the department had 37 medical calls and 14 fire calls; no training was conducted in December and Christmas tree sales were a huge success again this year.

**10. City Manager's Report ~ Jeff Repp**

Mr. Repp reported as of November 30, 2017 the city had \$1,765,331.00 in cash and investments; as of December 1, 2017, 66% of the property taxes owed to the city have been collected by Brunswick County. Sales tax revenue is running about 2.9% behind schedule, we expect to see slow down at this time of the year. During November, we had three (3) new building permits issued, and \$750,588.00 in construction activity.

**11. Old Business ~**

No old business was discussed.

**12. New Business ~**

**a. Resolution ~ Preliminary Assessment Resolution for Goldsboro/Fifty Lakes Drive.**

A *motion* was made by Commissioner Stewart to approve; Mayor Caster asked for a *second*; no *second* was made. *Motion failed.*

**b. Order ~ authorizing the City Manager to accept the proposal of Carmichael Construction Company, Inc. of Southport, NC for the installation of a pump station on Holly Road in the estimated amount of *Thirty Five Thousand Five Hundred and Thirty Eight Dollars and No Cents (\$ 35,528.00).***

A *motion* was made by Commissioner Stewart and a *second* by Commissioner Barger authorizing the City Manager to accept the proposal of Carmichael Construction Company, Inc. of Southport, NC for the installation of a pump station on Holly Road in the estimated amount of *Thirty Five Thousand Five Hundred and Thirty Eight Dollars and No Cents (\$ 35,528.00).*

*Vote ~ 4 – 0*

**c. Order ~ authorizing the City Manager to execute the agreement between the county of Brunswick, NC ("County") and the City of Boiling Spring Lakes, NC ("City") with regard to payment of \$18,610.00 to the City for road repairs resulting from the County sewer project on Willetts, Windover & N. Shore Dr. and releasing the County from all damages, suits, claims and demands for damages.**

A *motion* was made by Commissioner Stewart and a *second* by Commissioner Auger authorizing the City Manager to execute the agreement between the county of Brunswick, NC ("County") and the City of Boiling Spring Lakes, NC ("City") with regard to payment of \$18,610.00 to the City for road repairs resulting from the County



sewer project on Willetts, Windover & N. Shore Dr. and releasing the County from all damages, suits, claims and demands for damages.

*Vote ~ 4 ~ 0*

**d. Discussion ~ 2017-2018 Street Paving Projects**

Mr. Repp explained the information provides a summary of the revenues available for the remainder of this fiscal year for street paving and road repairs this year, which is approximately \$224,229.00; also in this total, the city received funds from Brunswick County totaling \$18,610.00 toward repairs from the sewer project on No. Shore, Willetts and Windover. We have proposed a list of streets for your consideration totaling \$97,280.00. We also show the Holly pump station and the two other projects totaling \$168,847.00 with a balance of \$55,382.00, which the city plans to use for patching Fifty Lakes Drive and others roads in the city. This is our recommendation to the board for the upcoming year.

A **motion** was made by Commissioner Barger and a **second** by Commissioner Stewart to accept the proposed plan.

*Vote ~ 4 ~ 0*

**e. Order ~ appointing one applicant ~ Robert Brooks / Eric Shilling to the ABC Board for a term of three (3) years beginning February 8, 2018.**

A **motion** was made by Commissioner Stewart and a **second** by Commissioner Barger to appoint Mr. Robert Brooks to the ABC Board for a term of three (3) years beginning February 8, 2018.

*Vote ~ 2 ~ 2 (opposed ~ Mayor Caster and Commissioner Auger)*

**The motion failed due to a tie ~ there were no other nominations from the Board.**

**f. Order ~ appointing ~**

Appointing ~ Adrian Iapalucci to the Planning Board as 1<sup>st</sup> alternate completing the unexpired term ending January 10, 2019.

A **motion** was made by Commissioner Auger a **second** by Commissioner Stewart appointing Adrian Iapalucci to the Planning Board as 1<sup>st</sup> alternate completing the unexpired term ending January 10, 2019.

*Vote ~ 4 ~ 0*

Appointing E. Dale Richardson to the Community Appearance Commission for a term of four (4) years beginning January 9, 2018.

A ***motion*** was made by Commissioner Stewart a ***second*** by Commissioner Barger appointing E. Dale Richardson to the Community Appearance Commission for a term of four (4) years beginning January 9, 2018.

***Vote ~ 4 ~ 0***

- g. ***Appointment*** ~ filling the vacancy of David Crawford on the Board of Commissioners completing the unexpired term ending December 1, 2019.

A ***motion*** was made by Commissioner Barger a ***second*** by Commissioner Auger for discussion appointing Ed Wilkie to the vacant seat on the Board.

A discussion followed by Commissioners Auger, Barger and Stewart commenting on reasons to support and not to support the nomination of Ed Wilkie.

***Vote ~ 2 ~ 2 (opposed ~ Commissioner Auger and Commissioner Stewart)***

A ***motion*** was made by Commissioner Auger appointing Bill Clark to the vacant seat on the Board. ***There was no second to the motion ~ motion failed.***

- h. ***Liaison Appointments ~ Mayor Caster***

Community Appearance Commission; and  
Library Commission

Mayor Caster stated he would wait until the February meeting to appoint a liaison to the Community Appearance Commission. Mayor Caster appointed Commissioner Barger as liaison to the Library Commission.

- i. ***Setting Board Retreat Date ~ Chris May, Executive Director Cape Fear Council of Governments***

The board set the date for the BOC Retreat for January 26, 2018 from 9:00 a.m. to noon lead by Chris May, Executive Director of the Cape Fear Council of Governments.

A ***motion*** was made by Commissioner Stewart and a ***second*** by Commissioner Barger setting the date for the BOC Retreat for January 26, 2018 from 9:00 a.m. to noon lead by Chris May, Executive Director of the Cape Fear Council of Governments.

***Vote ~ 4 ~ 0***

13. *Announcements ~*

Commissioner Barger addressed the BOC and the citizens relaying his hope for all of us is to work together, respect each other and to act like adults; we may not always agree, however the board is here to do a good job for the city and everyone who lives here.

14. *Adjourn ~*

A *motion* was made by Commissioner Stewart and a *second* by Commissioner Barger to adjourn the BOC meeting of January 9, 2018.

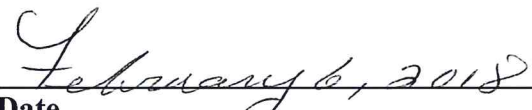
*Vote ~ 4 ~ 0*

*The Board of Commissioner Meeting of January 9, 2018 adjourned at 6:50 p.m.*

  
\_\_\_\_\_  
Craig Caster, Mayor

ATTEST:

  
\_\_\_\_\_  
Jane McMinn, City Clerk

  
\_\_\_\_\_  
Date



CITY OF BOILING SPRING LAKES  
Excerpts from Annual Audit  
June 30, 2017

	Budget Current Year	Actual Current Year	Actual Prior Year
<b>GENERAL FUND</b>			
Cash		2,163,941	2,330,617
Fund balance, beginning of year		2,999,959	2,972,898
Revenues	3,433,963	3,706,567	3,461,550
Expenditures	(4,267,264)	(4,065,887)	(3,650,062)
Other financing sources (uses)-	18,000	18,000	215,573
Fund balance appropriated	815,301		
Net increase (decrease)	<u>-</u>	<u>(341,320)</u>	<u>27,061</u>
Fund balance, end of year		<u>2,658,639</u>	<u>2,999,959</u>
Allocation of fund balance:			
Restricted: Stabilization by State Statue state statue		567,342	618,892
Restricted: Streets (Powell Bill)		77,281	106,585
Assigned: Subsequent year's expenditures		103,383	447,085
Unassigned		1,910,633	1,827,397
		<u>2,658,639</u>	<u>2,999,959</u>
Tax levy:			
Total valuation		446,564,438	433,516,005
Tax rate		0.21	0.21
Tax levy		937,958	910,321
Percent collected		96.9%	95.7%
Percent collected excluding motor vehicles		96.5%	95.2%
As a percent of total revenue:			
Ad valorem taxes		26%	27%
Other taxes & licenses		0%	0%
Unrestricted intergovernmental revenues		54%	54%
Restricted intergovernmental revenues		10%	10%
Permits and fees		3%	3%
Sales and services		4%	4%
Investment earnings		0%	0%
Miscellaneous		3%	2%
		<u>100%</u>	<u>100%</u>
As a percent of total expenditures:			
General government		23%	26%
Public safety		32%	30%
Transportation		28%	25%
Health and welfare		0%	0%
Cultural and recreational		14%	15%
Debt service		3%	4%
		<u>100%</u>	<u>100%</u>



CITY OF BOILING SPRING LAKES  
Excerpts from Annual Audit  
June 30, 2017

	Budget Current Year	Actual Current Year	Actual Prior Year
<b>CAPITAL RESERVE FUND</b>			
Fund balance, beginning		47,059	113,615
Revenues	-		
Expenditures			
Other financing sources (uses)	(47,059)	(18,000)	(66,556)
Fund balance appropriated	47,059		
Net increase	<u>-</u>	<u>(18,000)</u>	<u>(66,556)</u>
Fund balance, ending		<u>29,059</u>	<u>47,059</u>
<b>SPILLWAY CAPITAL PROJECT FUND - PROJECT TO DATE</b>			
		Current Year	Project to Date
Beginning fund balance		12,382	-
Revenues	79,928	-	79,928
Expenditures	(171,003)	(2,470)	(161,091)
Other financing sources (uses)	91,075	-	91,075
Net increase	<u>-</u>	<u>(2,470)</u>	<u>9,912</u>
Fund balance, ending		<u>9,912</u>	<u>9,912</u>