



City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
May 1, 2018
City Hall – 6:30 pm

PLEASE TURN OFF CELL PHONES

Mayor Caster announced Commissioner Barger will be a little late this evening.

1. Call to Order ~ Mayor Craig Caster

The Board of Commissioners Meeting was called to order at 6:30 pm

2. Attendance ~ in attendance at the meeting were ~

Mayor Craig Caster	Commissioner Steve Barger
Commissioner Mark Stewart	Commissioner Guy Auger
City Manager Jeff Repp	Commissioner Dana Witt
Police Chief Brad Shirley	City Clerk Jane McMinn

3. Pledge of Allegiance ~ Patrick T. Ford ~ Boatswain's Mate II, US Coast Guard, Oak Island

4. Approval of Regular Agenda ~

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Witt to approve the regular agenda.

Vote ~ 4 ~ 0

5. Proclamation ~ National Safe Boating Week ~

Representing the Coast Guard Station of Oak Island – Patrick T. Ford, Boatswain's Mate II, Mark Picciano, Auxiliary Public Affairs and Glenn McVicker, Auxiliary Public Affairs.

Mayor Caster read the Proclamation aloud.

6. Presentation ~ Police Officer of the Year ~ Presented by Southport Rotary Club

Chief Shirley commented this award would be the second time this officer has received this award. Chief Shirley shared comments from his peers as being diligent, trustworthy, knowledgeable, shows a good working attitude, a good leader and supervisor. He is our field training coordinator, our agency coordinator for the Governor's Highway Safety Program, which allows the police department to buy new equipment with no funds taken from the city.

Chief Shirley introduced the President of the Southport Rotary, Sheila Roberts. Ms. Roberts is also the Executive Director of the New Hope Clinic.

Ms. Roberts introduced Sergeant Thomas Moore as Officer of the Year and presented him with a plaque of gratitude and appreciation.

7. Public Hearing ~ Proposed Fiscal Year 2019 Budget

A motion was made by Commissioner Barger, a *second* by Commissioner Stewart to move into public hearing.

Vote ~ 5 ~ 0

Joan Kinney ~ 793 S. Shore Dr.

Mrs. Kinney commented on the two new positions that are budgeted. Due to the possible tax increase, Mrs. Kinney questioned what happened to the \$126,000, which was budgeted for a city manager and a city planner in previous years.

Under debt service, Mrs. Kinney stated the city is issuing a new installment loan in January in an estimated amount of \$3M to refund the current debt on city hall and construction of the new police department. I believe this is truly why there may be a tax increase and not for the hiring of additional personnel. The line item for street license fees for the two previous budget years has been \$33,750, the present line item shows zero. If the vehicle motor tax is expected to increase with the new tax and tag program, why do we need to charge an additional vehicle tax?

Barbara Glidden ~ 402 N. Shore Dr.

Mrs. Glidden questioned the new wording on page 5, which says the new vehicle tax is \$25, and on page 6, it says \$23, which one is correct. I have the same question as Mrs. Kinney; the city has never had a vehicle tax. Would this new vehicle tax be used to improve already paved roads and existing roads or, my real question is, will it be used to pave the roads off of Fifty Lakes to encourage building in the special assessment district.

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Barger to move back into the Regular Board of Commissioner Meeting.

Vote ~ 5 ~ 0

8. Public Comments ~

Zelma Rygg ~ 267 Holly Rd.

Mrs. Rygg thanked the Board for finally getting the pump in our neighborhood. The pump is running very well and we are very appreciative.

Bichson Bush ~ 150 Pine Lake Rd.

Ms. Bush urged the Board's intervention ensuring the city's code of ordinances addressing all systems that use lakes for water supply for lawn irrigation and geo-thermal systems. As the city continues to increase in population, we need to ensure the systems using our lakes as water supply are not harmful to the animals and plants that are dependent on the lakes for survival. These do not prevent access to the lake or interrupt recreational activity, do not drain the lake below required city level, and are in compliance with all city safety measures. Ms. Bush inquired what city official is responsible for monitoring and enforcing the proper code for citizens that use our lakes for water supply. I did submit this concern last month as comments to the upcoming UDO.

Kathleen Caric ~ 973 Eden Dr.

Mrs. Caric stated she would like to address the discussion point on the agenda regarding the Special Events Committee merging with the Parks & Recreation Advisory Board. I do support this move; however, Mrs. Caric stated the Special Events Committee holds four (4) to six (6) events each year, such as the Easter Egg Hunt, Haunted Hayride, Spring Fling and our Christmas Tree Lighting. These events are all free and bring our families and our community together. Mrs. Caric pointed out there are families with children that cannot afford to pay for their children to come to the events. I ask the Board you take all this into consideration when making your decision and please do everything in your power to keep these free for our residents. Keeping the events free for everyone is the best way to bring families together.

Jerry Wolf ~ 1059 Acacia Dr.

Mr. Wolf explained, last month Mary Green, Parks & Recreation Director attended the Garden Club Meeting and discussed rebuilding, expanding or demolishing the community center. We discussed the city parks being more friendlier to children of all ages, improving the parks and planning of bike paths. On behalf of the Garden Club, we ask the Board to consider the short range and long range plans in the upcoming budget.

Operation Clean Sweep was held on Saturday, April 28, 2018. We cleaned E. Boiling Spring Road from Highway 87 to the railroad tracks, Alton Lennon Dr., Eden Dr., Fifty Lakes Road from Rt. 133 to Highway 87, Cougar Dr., which was done by the South Brunswick High School Jr. ROTC.

Mr. Wolf thanked all those who participated and helped to organize Operation Clean Sweep.

Mr. Wolf addressed the Board and city staff about a complaint he has had for six (6) years now. Addressing a singlewide mobile home and an associated trash site, which is now a public health concern, located on the corner of Poplar and Fifty Lakes Dr.

9. Approval of the Minutes ~

- a. Board of Commissioners Regular Meeting ~ April 3, 2018

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Auger approving the Minutes of the April 3, 2018 Regular BOC Meeting.

Vote ~ 5 ~ 0

10. Consent Agenda ~

A *motion* was made by Commissioner Barger, a *second* by Commissioner Stewart to Approve the Consent Agenda.

Vote ~ 5 ~ 0

11. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~ Ann Hollingsworth

Ms. Hollingsworth reported the Commission decided to showcase the azaleas through our property recognition program. #545 South Shore Dr. was the winner. Our city employees put these recognition winners on our website, we do not have the capability to do this, and we appreciate their help. Welcome packages are doing well. The Commission participated in Operation Clean Sweep. We are hoping everyone can come to City Hall for National Prayer Day on Thursday, May 3, 2018.

b. Planning Board ~ Bill Clark

Mr. Clark reported the Board finalized the home occupation definition with a change to the verbiage in the UDO. Under New Business we reviewed the Hollars request for rezoning, approved the request at our meeting, and recommend the Board approve the request as well. We discussed the 2018 FEMA Flood Map and the Flood Damage Prevention Ordinance, the Board agreed with both.

c. Parks & Recreation Advisory Board ~ Chair Bon Cantrell

Mrs. Manz, Vice Chair reported for Mr. Cantrell. The Task Force is seeing interest from the residents, however we are encouraging businesses and commercial property owners to be involved in the Task Force. The Parks & Recreation Trust Fund Grant was submitted yesterday. We are encouraging the BOC to continue to look at ways to provide more and better access to the parks and facilities. The next recreation facility, safe and motorized transportation and park improvements must be seen as a priority moving forward. With regard to the Parks & Recreation Master Plan we expect the plan to be presented to the Advisory Board in May, and then to the BOC in June.

d. Special Events Committee ~ Kathleen Caric, Acting Chair

Mrs. Launderville reported. The committee is signing up vendors for the Spring Fling, there seems to be a lot of enthusiasm this year about this event. We will be holding a car show. I would like to thank the police and fire departments for the continued support at all of our events.

e. Library Commission ~ Frances Thomas

Mrs. Thomas reported on April 26, 2018 the Commission participated in the Read to Children on Plant Day, which was held at the Government Complex. On April 30, 2018 the Commission went on their annual book buying at Barnes & Nobel, and purchased a total of 27 books using our savings discounts. We have ordered books to give to children at the Spring Fling, and ordered the American Girl series of books which will be added to the library.

f. Boiling Spring Lakes Fire/Rescue ~ Chief Theresa Tickle

Chief Tickle reported the department met with the county and did not request an increase in fire fees; it will be presented to the county commissioners very shortly. The department had 25 fire calls, and 52 EMS calls. Three (3) officers and three (3) firefighters attended training at the Cape Fear Fire College. The fire department participated in the Small Fry Fish Tournament; we had the boat in the water and a table with fire prevention information. On May 6, 2018 from 4:00 pm to 6:00 pm, we will have the Big Band Parrot Party fundraiser event with hamburgers and hot dogs. The department will also be participating in the BBQ cook off at the Spring Fling on May 19, 2018 from 11:00 am to 2:00 pm.

12. City Manager's Report ~ Jeff Repp

- Mr. Repp reported the city had as of March 31, 2018, \$2,524,515 in cash and investments.
- Sales tax revenue is running .3% ahead of schedule after nine (9) months of the year
- As of March 31, 2018, 94.8% of property taxes have been collected and sent to the city from Brunswick County.
- During the month of March, the city had 11 new residential building permits issued and \$1,802,030 in total construction activity.
- The Holly Road Pump Station was put online and is now operating, the final touch up landscaping and riprap should be completed very shortly.

Contract documents and bonds for paving were delivered today to McGill & Associates. We will be issuing the notice to proceed tomorrow.

13. Old Business ~

No Old Business was reported.

14. New Business ~

- a. Order** ~ authorizing the City Manager to execute the agreement with Tivity Health Services, LLC for the SilverSneaker program at the Boiling Spring Lakes Community Center.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Stewart authorizing the City Manager to execute the agreement with Tivity Health Services, LLC for the SilverSneaker program at the Boiling Spring Lakes Community Center.

Vote ~ 5 ~ 0

- b. **Order** ~ amending the Table of Organization and creating the full-time position of Administrative Assistant/Planning & Code Enforcement within the Planning and Inspections Department with a pay rate being Grade 1/Step F (\$31,565) within the adopted pay table.

A motion was made by Commissioner Stewart, a *second* by Commissioner Barger amending the Table of Organization and creating the full-time position of Administrative Assistant/Planning & Code Enforcement within the Planning and Inspections Department with a pay rate being Grade 1/Step F (\$31,565) within the adopted pay table.

Vote ~ 5 ~ 0

- c. **Order** ~ declaring the following vehicles surplus and authorizing the sale of same to the highest bidder on GovDeals:

1. 2005 Ford F150 4x4 5.4 V* (VIN # 1FTPX145X5NB49113) and sale to Marty Price of Monroe, NC in the amount of \$ 5,025.00; and
2. 2003 Ford F-150 XL SuperCab 4WD (VIN # 1FTRX18W53NB20885) and sale to Jerry Creger of Wytheville, VA in the amount of \$ 5,000.00.

A motion was made by Commissioner Barger, a *second* by Commissioner Stewart declaring the following vehicles surplus and authorizing the sale of same to the highest bidder on GovDeals:

1. 2005 Ford F150 4x4 5.4 V* (VIN # 1FTPX145X5NB49113) and sale to Marty Price of Monroe, NC in the amount of \$ 5,025.00; and
2. 2003 Ford F-150 XL SuperCab 4WD (VIN # 1FTRX18W53NB20885) and sale to Jerry Creger of Wytheville, VA in the amount of \$ 5,000.00.

Vote ~ 5 ~ 0

- d. Mayor Caster made a request to ~ table the **Ordinance** ~ to Repeal and Reenact the Unified Development Ordinance for the City of Boiling Spring Lakes; and

Table ~ **Draft Unified Development Ordinance Approval** ~ Consistency Statement.

A motion was made by Commissioner Barger, a *second* by Commissioner Stewart to **table the Ordinance** ~ to Repeal and Reenact the Unified Development Ordinance for the City of Boiling Spring Lakes; and

Table ~ Draft Unified Development Ordinance Approval ~ Consistency Statement.

Vote ~ 5 ~ 0

e. Public Hearing Request ~

- a. Hollars Rezoning;
- b. Adoption of New 2018 FEMA Flood Map; and
- c. Amend Flood Damage Prevention Ordinance ~ Article 11

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Barger approving the request for a public hearing at the next BOC meeting on June 5, 2018 for:

- a. Hollars Rezoning
- b. Adoption of New 2018 FEMA Flood Map
- c. Amend Flood Damage Prevention Ordinance ~ Article 11

Vote ~ 5 ~ 0

f. Discussion ~ Mobile Library Cart in City Hall

Commissioner Barger commented at the last library meeting there was discussion about a possible small library cart being placed in the lobby. This would help to showcase the library and an assortment of books that are available in the library.

This request is being brought to the Board asking for the approval for the library cart in the lobby of City Hall.

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Witt allowing the small library cart in City Hall lobby.

Vote ~ 5 - 0

g. Discussion ~ Removal of Special Events Committee

Commissioner Barger explained the Special Events Committee needs some additional help. There are some concerns regarding possible competition between the Special Events Committee and the Parks & Recreation Advisory Board. The suggestion is to have one entity to bring everyone to work together. I have spoken with Mary Green and Kathleen Caric and all the members of the Special Events Committee. There were no objections from anyone on Special Events. The events would still be held and members of Special Events Committee would continue to be a part of the event planning and work to put on the events. The events would fall under the Parks & Recreation umbrella. Just to be clear the Special Events budget would remain and be used for the events.

Mr. Repp stated if this is the direction the board chooses, staff will prepare the legislation to repeal Special Events in the Code of Ordinances. This will be ready for the June BOC meeting for adoption by the Board.

15. *Announcements ~*

Mayor Caster spoke on behalf of the Board thanking all the boards and committees for all they do and their devotion to the city.

Commissioner Stewart reminded everyone the Board will be holding a workshop on Wednesday, May 16, 2018 at 6:30 pm. In addition, Commissioner Barger informed everyone the budget workshop for the county will be held on May 10, 2018, at 10:00 am for review and discussion on the Spillway.

16. *Adjourn ~*

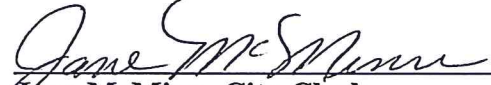
A *motion* to adjourn was made by Commissioner Barger, a *second* by Commissioner Stewart to adjourn the Board of Commissioners meeting of *May 1, 2018 at 7:40 pm.*

Vote ~ 5 - 0




Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

