



**City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
December 4, 2018
City Hall – 6:30 pm**

PLEASE TURN OFF CELL PHONES

1. Call to Order ~ Mayor Craig Caster

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

2. Attendance ~

Mayor Craig Caster	Commissioner Steve Barger
Commissioner Mark Stewart	Commissioner Guy Auger
City Manager Jeff Repp	Commissioner Dana Witt
Acting Chief, Rick Spencer	City Clerk Jane McMinn

3. Pledge of Allegiance ~ Acting Chief, Rick Spencer

4. Approval of Regular Agenda ~

A ***motion*** was made by Commissioner Stewart, a ***second*** by Commissioner Barger to place under Old Business as Item A., the tabled Ordinance for Mobile Food Trucks.

Vote ~ 5 ~ 0

5. Introduction of new Officers ~ Acting Chief, Rick Spencer

Acting Chief Spencer introduced;

- **Brianne Perrone ~ Animal Control**
Ms. Perrone is our new Animal Control Services. She is a local resident and has been working with animal services under the Sheriff's Department prior to coming to Boiling Spring Lakes. Ms. Perrone holds certifications in animal control as well as other certifications.
- **Greg Jordan ~ Police Officer**
Officer Jordan is well known in Brunswick County and comes to us with over 20 years of law enforcement experience. We are happy to have him serving the citizens of Boiling Spring Lakes.

- **Da'von Perkins** ~ Police Officer
Officer Perkins comes to us from the Navassa Police Department and is a Brunswick County native. Acting Chief Spencer commented he has known Da'von personally as well as his family and is happy to have him work for our City.

6. Public Hearing ~

a. Text Amendment for use of Marketing Promotion Displays

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

Vote ~ 5 ~ 0

Candice Alexander ~ BSL Land Holding, LLC

Mrs. Alexander commented a substantial investment has been made in Boiling Spring Lakes. We have purchased more than 200 lots and a substantial amount of acreage in the City and continue to purchase more. Mrs. Alexander expressed how pleasing and how much Boiling Spring Lakes has to offer. We have looked into the sign ordinances as a way to inform people what the future plans for the City will be. We refer to this as 'Life Style Signs.' We were informed we would need to go through the text amendment process, which we have done and gained the support of the Planning Board. These signs would meet all the requirements. We also hear the commercial portion of the City needs commercial development. We believe with the advent of housing growth, this will be a way to encourage commercial development. We believe this sign text amendment will help us to have people passing through take an interest in Boiling Spring Lakes.

Mr. Fullmer requested to be added to the Public Hearing Comment Sheet.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt to approve adding Mr. Fullmer to the Public Hearing Comment Sheet.

Vote ~ 5 ~ 0

Tim Fullmer ~ 110 Pine Lake Rd.

Mr. Fullmer commented, there are certain things the City needs to do to bolster growth within the community. Our existing signage in the commercial corridor is very difficult to see due to the position of the sign setbacks so far from the roadway. I would encourage Mrs. Alexander's signs be granted. We need bright signage to attract attention to help our City grow.

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

Vote ~ 5 ~ 0

7. **City Manager Repp ~ Hurricane Florence Update**

Mr. Repp informed the citizens a meeting was held at City Hall with Mr. Robert Vause of NCDOT who brought us up to speed on both Pine Lake and North Lake.

We have some follow-up to that.

The City currently has 15 items listed with FEMA for storm related expenses and damages totaling over \$20M dollars for debris removal, the dam, the lakes and road damage. Of the \$20M, 88% or \$17.8M is related to the four (4) dams to be rebuilt with \$13.75M for Sanford Dam. Temporary stabilization plans have been approved by NC Dam Safety. Phillips Enterprise will be doing some of the engineering work on Sanford Dam.

The City has on the agenda tonight the approval of a contract with McGill Associates to assist the City in the development of a Design Build RFQ to be advertised. Our goal is to have a contract before June. However, that will depend on the work accomplished by NC DOT on E. Boiling Spring Road at both Pine Lake and North Lake as well as FEMA approvals.

The residential debris pickup contract we have with Phillips & Jordan is 99.9% completed. To date, 63,352 cubic yards of material has been collected, of which 86% being vegetative debris. Approximately 1.6 tons of hazardous material has been collected. Proposals for the final deposit of material will be received by this Friday, December 7, 2018. These are all FEMA related expense which the City will seek reimbursement.

The City is seeking bids for the Lake Hastie/Reeves storm drain project. McGill Associates is assisting on the bid process for this work. FEMA requires all projects over \$125,500 be awarded on competitive pricing. We expect this bid to be distributed on December 15, 2018.

Work has begun by the State for the permanent repairs to the Pine Lake break and work has begun with the installation of the pipes. They are estimating three (3) weeks to complete the work, weather dependent.

The North Lake break will be bid out by the NCDOT. The pipes will be relocated and installed more toward the middle of the lake. By relocating the pipes this will help the City in restoring Lakeview Road into North Lake Park. This is more work than was planned. Therefore, this work will also be bid out in the January timeframe with the hope of awarding the contract in February. Work can then begin in the spring on the permanent repair. NCDOT has offered their manpower and equipment to help assist with maintaining the detour that will go around the break.

The City has submitted to FEMA for reimbursement of the repair cost to the Pine Lake detour which is \$ 250,000 for paving. Paving for the North Lake detour is \$ 408,000.

The NCDOT will be seeking approval of Federal funds to pave areas of Fifty Lakes Dr. due to the use of that road as a detour when NC Rt. 133 was closed because of the break beyond the Old Brunswick Store.

The City continues to work with our insurance company, Glatfelter on the various damages from Hurricane Florence various city buildings and parks, notably the Community Center. Once the insurance claims are settled, the gaps will then be submitted to FEMA for reimbursement.

We are gathering estimates for South Shore to put gabion stone walls to support the lake side of the breaks on South Shore to prevent future erosion. Once that is completed, section of South Shore where washouts occurred will then be permanently paved.

Commissioner Stewart inquired if the City is in jeopardy of losing that funding for the spillway. Mr. Repp stated he has not heard anything to that effect and that FEMA/NCDPS are both aware of our previous grant.

8. Public Comments ~

Brad Shirley ~ 300 Hickory Rd.

Former Chief Shirley thanked the City Manager, the Police Department and City Staff for all their hard work during the Hurricane. It has been an honor and a privilege to work with everyone, and the sacrifices everyone has made. Mr. Shirley thanked the citizens for their support and for supporting Department staff during his service to BSL.

Fred Gebarer ~ 980 Holly Point Rd.

Mr. Gebarer questioned what the timeframe for the repair and nourishment for the properties on the Big Lake from the storm. Mr. Repp anticipates a 15 month window for repairs that for the Sanford Dam to be back in operation.

Mr. Repp explained he is aware of some property owners on the lake have worked with the Army Corps of Engineers to have small equipment push the soil/sand lake bed back up onto their property.

9. Approval of Minutes ~

a. Approval of the Board of Commissioners Meeting Minutes dated November 7, 2018.

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Barger approving the Board of Commissioners Meeting Minutes dated November 7, 2018.

Vote 5 ~ 0

10. Consent Agenda ~

- a. Public Works
- b. Public Safety / Animal Control
- c. Building & Grounds
- d. Parks & Recreation Department
- e. Finance Department
- f. Building Inspections / Code Enforcement

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

Vote ~ 5 ~ 0

11. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~ Ann Hollingsworth, Chair

Ms. Hollingsworth reported the Commission is working on candidates for our property recognition awards. A thank you goes out to Zelma and Ricky Rigg for preparing our welcome packages and Dorothea Roberts for handing out our property recognitions.

b. Planning Board ~ Bill Clark, Chair

Mrs. Lucille Launderville reported for Bill Clark.

The meeting in November had only one item on the agenda for discussion. We were provided with information on orphan ponds, which are either owned by Reeves Telecom or the owner is unknown. The Board sought information on access to these ponds and this discussion was tabled until December.

c. Parks & Recreation Advisory Board ~ Bon Cantrell, Chair.

Mr. Phil Casper reported for Bon Cantrell.

Mr. Casper stated the Parks & Recreation Advisory Board did not meet in the month of November. We want to take a moment to recognize Mary Green and the team for working diligently between all the buildings and keeping everything together.

d. Special Events ~ Connie Ruehl, Chair

Mrs. Launderville reported for Connie Ruehl.

Mrs. Launderville stated Special Events has been busy with the tree lighting and Christmas event which was held last weekend. The event was held at the Fire House and many children attended. Many activities were put on and the Library Commission provided stories. The Fire Department hosted Santa and Mrs. Claus and the children were all given rides on various fire vehicles which was the big highlight for the children.

Commissioner Auger thanked all the students that helped with this event from Brunswick High School.

e. Library Commission ~ Frances Thomas, Chair.

Commissioner Steve Barger reported for Frances Thomas.

The Commission had quite a few book donations, Kelly Sperber donated books, as well as City Staff, Pamela Bellina and Jane McMinn donated a seven (7) book collection by Jeffrey Archer. At the Meet the Author, Larry Modlin spoke about his book 'Cape Fear Ferry Tales.' Mr. Modlin also donated a large collection of archives about the City history to the Library. December 1, 2018, the Commission participated in the Christmas Event. The next meeting is January 10, 2019, and there is one opening on the Commission if anyone is interested in joining.

f. BSL Fire / Rescue ~ Chief Theresa Tickle

Chief Tickle reported in November there was 44 EMS calls and 36 fire related calls. Chief Tickle thanked the City for the donation check for needed equipment and thanked the City for their support. Last month the department had fire extinguisher class certification and our EMS responders. Our Christmas tree sales started on November 20, 2018, which is our biggest fundraiser. Those funds raised from the sale comes back to the Fire Department. Chief Tickle thanked Special Events, Library Commission, the High School students and the Police Department for all their help and support they gave during the Santa Parade. The Department attended the Elk's Day at Spring Lake Park.

12. City Manager's Monthly Report ~ Jeff Repp

Mr. Repp reported ~

- As of October 31, 2018, the City had \$1,764,551 in cash and investments.
- Sales tax revenue is running basically even with the projections after four (4) months.
- We did see a significant drop in our sales tax which is most likely due to Hurricane Florence.
- As of the end of October, 30.33% of property taxes have been collected.
- Several months ago a resolution was passed for the Pedestrian Planning Grant Application which has been submitted by the Cape Fear COG on November 14, 2018.
- The City is currently waiting for the Department of Environmental Quality Sewer Permit for the Special Assessment Sewer District at Fifty Lakes and Goldsboro. Speaking with Norris and Tunstall, who are the engineers for this project, they anticipate receiving the permit before Christmas.
- We have posted the advertisement for the replacement of the police chief position. The deadline for submission for this position is December 31, 2018.

13. Old Business ~

- a. Mobile Food Trucks ~ Tabled Ordinance at the Board of Commissioners Meeting, November 7, 2018.**

Commissioner Stewart stated this ordinance was tabled last month pending a clearer definition of Mobile Food Trucks. We have a revised definition *to include construction sites.*

The original ordinance and a copy of the amended ordinance is hereby incorporated by reference and made a part of these minutes.

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Auger to amend the first ordinance as presented to include the wording as written.

Vote ~ 5 ~ 0

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Barger to strike the language that is referenced in the first ordinance.

Vote ~ 5 ~ 0

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Barger to accept the ordinance as amended.

Vote ~ 4 ~ 1 (Mayor Caster opposed the motion)

14. New Business ~

- a. Order ~ amending the Table of Organization and eliminating the position of Planner and creating the full-time position of Planning and Zoning Administrator with pay rate being Grade 9 within the adopted pay table.*

A *motion* was made by Commissioner Barger, a *second* by Commissioner Stewart amending the Table of Organization and eliminating the position of Planner and creating the full-time position of Planning and Zoning Administrator with pay rate being Grade 9 within the adopted pay table.

Vote ~ 4 ~ 1 (Commissioner Barger opposed)

- b. Order ~ authorizing the City Manager to enter into a professional service contract for **Dam Recovery Design-Build Assistance** with McGill Associates, P. A. of Shallotte, NC*

A motion was made by Commissioner Auger, a second by Commissioner Stewart authorizing the City Manager to enter into a professional service contract for **Dam Recovery Design-Build Assistance** with McGill Associates, P. A. of Shallotte, NC.

Vote ~ 5 ~ 0

- c. **Order** ~ authorizing the City Manager to accept the proposal with **Progressive Concrete Coatings, LLC of Wilmington, NC** for epoxy flooring at the Community Center in an estimated amount of **Seventeen Thousand Five Hundred and Fifty Dollars and No Cents (\$ 17,550.00)**.

A **motion** was made by Commissioner Barger, a **second** by Commissioner Stewart authorizing the City Manager to accept the proposal with **Progressive Concrete Coatings, LLC of Wilmington, NC** for epoxy flooring at the Community Center in an estimated amount of **Seventeen Thousand Five Hundred and Fifty Dollars and No Cents (\$ 17,550.00)**.

Vote ~ 5 ~ 0

- d. **Order** ~ appointing Bill Clark, Lucille and Tim Fullmer to the Boiling Spring Lakes Planning Board for a term of two (2) years beginning December 31, 2018.

A **motion** was made by Commissioner Stewart, a **second** by Commissioner Barger appointing Bill Clark, Lucille Launderville and Tim Fullmer to the Boiling Spring Lakes Planning Board for a term of two (2) years beginning December 31, 2018.

Vote 4 ~ 1 (Commissioner Witt opposed)

15. **Announcements ~**

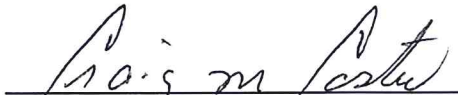
The Board of Commissioners extended everyone a very Merry Christmas and best wishes for the New Year.

16. **Adjourn ~**

A **motion** was made by Commissioner Stewart, a **second** by Commissioner Barger to adjourn the Board of Commissioners meeting of December 4, 2018.

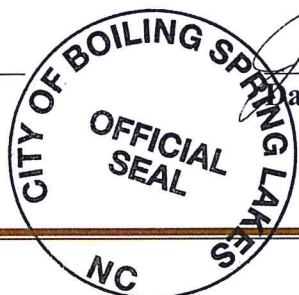
Vote ~ 5 ~ 0

The Board of Commissioner Meeting of December 4, 2018 was adjourned at 7:34 PM.


Craig M. Caster, Mayor

ATTEST:


Jane McMinn, City Clerk



January 8, 2019
Date