



City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
January 8, 2019
City Hall – 6:30 pm

PLEASE TURN OFF CELL PHONES

Mayor Caster Introduced Boy Scout Troop # 102, Scout Master John Walsh and Assistant Scout Master Jon Weaver to our meeting.

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 ~ Boy Scout Troop # 102**

4. **Approval of Regular Agenda ~**

A ***motion*** to amend the agenda was made by Commissioner Stewart, a ***second*** by Commissioner Barger to add under **New Business letter (g)** approving Donna Baxter to step down as Chairperson of the ABC Board, **adding letter (h)** appointing a new chairperson to the ABC Board; and **adding letter (i)** approving our City Manager to accept the proposal from Phillips Enterprise Trucking.

Vote ~ 5 ~ 0

5 **Hurricane Florence Update ~ City Manager Repp ~**

Mr. Repp reported the city is continuing its weekly meetings with FEMA. We have officially submitted over \$600,000 dollars in claims for reimbursement involving the debris pickup, as well as the manpower and expenses associated with responses associated with the hurricane.

There will be a meeting at City Hall this Thursday with NC Dam Safety to work with them and receive their requirements into the RFQ documents for the four (4) dams that were damaged or destroyed during the hurricane. We are still on schedule to have the bid document prepared by the middle of this month. We estimate the final document will be completed by the middle of February. We will then begin the bidding process at the end of February.

Storm damage debris is completed and today all hazardous debris has also been picked up and completed.

- We have sent letters to property owners involved in the Lake Hastie / Reeves Storm Drainage System. This project was done approximately ten (10) years ago. At that time the city did not obtain easements from the property owners for the work that was done. The City needs those easements in place before the City can authorize the contractor to go on private property to replace the storm drainage pipe.
- The State has set the pipe on Pine Lake and E. Boiling Spring Road and is completing the backfilling. We anticipate having the road open to traffic sometime by the end of next week, as always dependent on the weather conditions.
- On the agenda tonight we have added the contract for the E. Boiling Spring / North Lake break. We will be working on making improvements to widen Crystal Road back to Drayton; since that will be the primary detour later when NCDOT closes down E. Boiling Spring Road to make the permanent repairs at North Lake park.
- Fifty Lakes is scheduled to be patched and repaired sometime this month per NCDOT.
- On the Agenda is the approval for the contract for road repairs on So. Shore to the three breaks that occurred from the storm.
- Palmer Road was repaired this month. The paving should be done this week.

Commissioner Witt requested scheduling a follow-up post-storm review with the BOC, City Staff, Police Department and Fire Department to discuss what went well, what did not go well, what we can do better, and how prepared we are for the next hurricane. Mr. Repp commented, the repairs currently underway on the major breaks are being completed to withstand 30 inches of rain within a 24 hour period which is much greater than the previous dam. As far as flooding, we will have that. In this area of the State, where the land is flat and marshy and in low laying areas, we will always be subject to flooding.

The BOC was in agreement to add a workshop on the February Agenda.

6. Public Comments ~

Don McKenzie ~ 1109 Twin Lakes Dr.

Mr. McKenzie stated he and his wife relocated to Boiling Spring Lakes in June of 2018, prior to all the rain and Hurricane Florence. I live on a small lake called Silver Lake. this is a slow draining lake and there is no spillway associated with the lake. Silver Lake is now a medium size lake. The water is infringing on my home again and my neighbors' homes. Mr. McKenzie thanked the City for pumping out the lake to lower the level after the hurricane. By doing this we were all able to get our homes repaired. Our house has been repaired, however the water is up to my back deck. I would like to request the city come out and pump the lake down to the normal level.

Ricky Rygg ~ 267 Holly Rd.

Mr. Rygg stated according to the installation of the pump on Holly Road, it should pump approximately 300 to 494 gallons a minute. This equates to approximately 18,000 to 29,640 gallons per hour.

Mr. Rygg requested the Mayor have the pump service representative check the flow rate on the discharge on the flow meter and verify the flow of water and make any corrections as needed to meet their standards and specifications as stated. The pump was temporarily installed until a permanent solution was determined. Mr. Rygg questioned when that final determination for a solution would be made.

Bruce Veronick ~ 987 No. Shore Dr.

Mr. Veronick inquired how the FEMA Disaster Funds will be allocated for the repairs in our City. I myself have lost a large part of my property. Mr. Veronick also inquired if the City would be helping to repair property owners with their bulkheads and docks. Will the City be cleaning the lakes prior to the repair of the dam? Mr. Veronick stated he would like to see a public document showing residents how the funds will be spent for repairs. We are all happy to see the roads being repaired and getting ready to open again. Mr. Veronick asked if there a plan in place for future improvements?

7. Approval of Minutes ~

a. Board of Commissioners Workshop ~ November 16, 2018

b. Board of Commissioners Meeting Minutes ~ December 4, 2018

A *motion* was made by Commissioner Barger, a *second* by Commissioner Stewart approving the Board of Commissioners Workshop of *November 16, 2018*, and the Board of Commissioners Meeting Minutes of *December 4, 2018*.

Vote ~ 5 ~ 0

8. 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

Mr. Repp informed the Board, Public Works is continuing to work on repairing the roadways which is ongoing. Bill Rockenhauser is currently overseeing Public Works until the director position is filled. Buildings and Grounds has been working at the Community Center getting it ready for their opening on Saturday, January 12, 2019.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt approving the Consent Agenda.

Vote 5 ~ 0

9. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~ Ann Hollingsworth, Chair

Ms. Hollingsworth thanked the citizens who have signed up for the property recognitions. Our welcome packages are doing well and the Appearance Commission will not be holding a meeting in January

b. Planning Board ~ Bill Clark, Chair

Mr. Clark reported the Planning Board had discussion on lakeside regulations / waterside structures. This topic was tabled until the January meeting. We approved the meeting schedule for 2019. We also approved amending the Automobile / Motorcycle Repair Shop Consistency Statement which is on the agenda tonight. We had a discussion on orphaned ponds. Mr. Clark requested Bill Sraver, who is a member of the Planning Board, to report on this to the Board tonight. The BOC approved hearing from Mr. Sraver.

Mr. Sraver addressed the Board and stated he lives at 1073 Grant Circle and also owns property 1070 Grant Circle. Reeves Telecom owns many of these orphaned ponds in the City. After giving some background regarding the pond he lives on, which is Blue Gill, he inquired if the City would consider acquiring these ponds from Reeves Telecom. If so how would you like the Planning Board of proceed?

c. Parks & Recreation ~ Bon Cantrell, Chair

Tom Guzulaitis reported for Bon Cantrell.

The Parks & Recreation Committee did not hold a meeting in December due to scheduling conflicts. We would like to report the good news that the Community Center will be ready to open on January 12, 2019.

d. Special Events ~ Connie Ruehl, Chair

Lucille Launderville reported for Connie Ruehl.

Mrs. Launderville reported the committee was unable to hold the 9/11 Bike Run due to Hurricane Florence. We are working on scheduling the Bike Run for some time in March. We are hopeful we will be returning to our regularly scheduled events in the very near future. We will be working on the committee's trailer doing repairs and replacing some of the various props we use.

e. Library Commission ~ Frances Thomas

Mrs. Thomas reported the Commission did not hold a meeting in December, however the Commission participated in the Christmas Festival reading to the children. Our January meeting will be Thursday, January 10, 2019. We will be recapping the Meet the Author Event and the Christmas Festival. We hope to be able to find someone who can repair the Little Library which was damaged in the hurricane. We have a new Library Commission member who will be joining us and we would like to welcome Alison Austin.

f. BSL Fire / Rescue ~ Chief Theresa Tickle

Commissioner Stewart reported for Chief Tickle.

For the month of December the Fire Department reported 36 calls and 47 EMS calls. The water safety equipment has been ordered, some has been delivered and the department is waiting for the balance of the order to be delivered. There was no scheduled training for the month of December. The department will return to their regular schedule this month.

10. City Manager's Monthly Report ~ Jeff Repp

Mr. Repp reported ~

- The City has \$1,575,632 dollars in cash and investments in the various institutions the City does business with.
- Our sales tax revenue is running 3.6% behind schedule, which we can attribute to the hurricane. The dollar value equates to \$23,000.
- As of November 30, 2018, 32.8% of property taxes have been collected and distributed back to the City from Brunswick County.
- The Board passed a resolution supporting the 2018 BUILD Transportation Grant by Brunswick County. The Grant was unsuccessful in acquiring approval by the Department of Transportation.
- The Storm Water Management Plan by Sungate Engineering is due to be delivered approximately February 20, 2019 which will be submitted to the City.
- The deadline for applications for the Police Chief position is now closed. The City has received 23 applications. A panel has been selected and members of that panel are Brian Gilliard, Monroe, NC Police Chief, Sam Keziah, Past President of the Chamber of Commerce of Brunswick County and Mr. Keziah resides at 528 Palmer Dr., Chris May, Executive Director of the Cape Fear Council of Government and myself will make up the interview panel. We will begin the process of reviewing the applications and narrow down a list for interviews. We will have the list completed by the end of January and begin interviews the first part of February.
- We are waiting for the Department of Environmental Quality Sewer Permit for the Fifty Lakes Project which we expect any day now.
- Mr. Wayne Berry of Berry, Padgett & Chandler will be on the February Agenda to present the Audit for the Fiscal Year 2018.

11. Old Business ~

There was no Old Business listed.

12. New Business ~

- a. Order ~** appointing Donna Morgan and Alison Austin to the Library Commission for a term of two (2) years beginning January 8, 2019;
Appointing Adrian Iapalucci to the Planning Board for a two (2) year term beginning January 10, 2019; and
Appointing Lisa Mastin to the Board of Adjustment for a three (3) year term beginning February 2, 2019.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Auger appointing Donna Morgan and Alison Austin to the Library Commission for a term of two (2) years beginning January 8, 2019;
Appointing Adrian Iapalucci to the Planning Board for a two (2) year term beginning January 10, 2019; and
Appointing Lisa Mastin to the Board of Adjustment for a three (3) year term beginning February 2, 2019.

Vote ~ 5 ~ 0

- b. ***Order*** ~ accepting the 2017-2018 Settlement of Year End Property Tax Report from the City Manager.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt accepting the 2017-2018 Settlement of Year End Property Tax Report from the City Manager.

Vote ~ 5 ~ 0

- c. ***Order*** ~ authorizing the City Manager to accept the proposals of Carmichael Construction Company, Inc. of Southport, NC for three (3) road improvement projects on South Shore Drive that were damaged as a result of Hurricane Florence.

A ***motion*** was made by Commissioner Barger, ***second*** by Commissioner Stewart authorizing the City Manager to accept the proposals of Carmichael Construction Company, Inc. of Southport, NC for three (3) road improvement projects on South Shore Drive that were damaged as a result of Hurricane Florence.

Vote ~ 5 ~ 0

- d. ***Order*** ~ amending the Table of Organization eliminating the position of ***Public Works Supervisor*** and creating the full-time position of ***Public Works Director*** with a pay rate of Grade 17 within the adopted pay table and adopting the attached job description for the position.

Commissioner Barger requested confirmation from Mr. Repp that the new Director would also be overseeing the department but along with that, has the training to and ability to be out on sites working along with the staff and running equipment. Mr. Repp was in total agreement. Mr. Repp also confirmed the Buildings and Grounds Superintendent position would also be filled and reporting up to the Public Works Director.

A ***motion*** was made by Commissioner Stewart, a ***second*** by Commissioner Barger amending the Table of Organization eliminating the position of ***Public Works Supervisor*** and creating the full-time position of ***Public Works Director*** with pay rate

of a Grade 17 within the adopted pay table and adopting the attached job description for the position.

Vote ~ 5 ~ 0

- e. **Resolution** ~ ordering the Closing of a Portion of Laurinburg Road Between Gastonia Road and Albemarle Road.

Mr. Repp clarified the City does not own any of the property only the easement. Commissioner Auger confirmed the easement is ten feet on each side which should be added into the text amendment for clarification.

A **motion** was made by Commissioner Barger, a **second** by Commissioner Auger to approve the Resolution Closing the Right-Of-Way of Laurenberg Road with the text to include the specific Right-Of-Way will be twenty feet in width.

Vote 3 ~ 2 (opposed ~ Mayor Caster and Commissioner Stewart)

- f. **Ordinance** ~ Marketing Promotion Display Text Amendment

A **motion** was made by Commissioner Stewart, a **second** by Commissioner Auger **approving** the ~ Marketing Promotion Display Text Amendment.

Vote ~ 5 ~ 0

- g. **Order** ~ approving Donna Baxter to step down as Chairperson of the ABC Board but continuing to serve on the Board until her term ends June 30, 2019.

A **motion** was made by Commissioner Stewart, a **second** by Commissioner Barger approving Donna Baxter to step down as Chairperson of the ABC Board but continuing to serve on the Board until her term ends June 30, 2019.

Vote ~ 5 ~ 0

- h. **Order** ~ appointing Robert Brooks, Chairman of the ABC Board for the term ending February 6, 2021.

A **motion** was made by Commissioner Stewart, a **second** by Commissioner Barger appointing Robert Brooks, Chairman of the ABC Board for the term ending February 6, 2021.

Vote ~ 4 ~ 1 (opposed ~ Mayor Caster)

- i. **Order** ~ authorizing the City Manager to accept the proposals of Phillips Enterprise Trucking Inc., of Bolivia, NC for the widening of Crystal Road by three (3) feet and

providing a stone base from the end of Crystal Road to Drayton Road in an amount not to exceed Seventy Six Thousand Five Hundred Dollars and No Cents (\$ 76,500.00).

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt authorizing the City Manager to accept the proposals of Phillips Enterprise Trucking Inc., of Bolivia, NC for the widening of Crystal Road by three (3) feet and providing a stone base from the end of Crystal Road to Drayton Road in an amount not to exceed Seventy Six Thousand Five Hundred Dollars and No Cents (\$ 76,500.00).

Vote ~ 5 ~ 0

13. Request for Public Hearing ~

a. Automobile/Motorcycle Repair Shop Text Amendment

A *motion* was made by Commissioner Barger, *second* by Commissioner Witt approving the Public Hearing for the Automobile/Motorcycle Repair Shop Text Amendment. The Public Hearing will be held on February 5, 2019 during the Board of Commissioners Meeting.

Vote ~ 5 ~ 0

14. Discussion ~

a. Repairs to paved roads

b. Existing detour roads

a. Repairs to paved roads ~

Commissioner Barger has concerns about roads and potholes being filled with gravel as opposed to being patched with asphalt. It is my understanding that the DuraPatcher cannot be used when the road is wet. Is our lack of staffing preventing us from patching the potholes using the DuraPatcher? Mr. Repp stated the DuraPatcher was being repaired and should be able to be used this week. Mr. Repp confirmed the potholes need to be dry from rainwater before they can be patched.

Commissioner Barger asked Mr. Repp to explain the process of reporting a damaged road for repair.

Mr. Repp explained, citizens call into City Hall to report a repair. They can also go on our website and use our Comcate system. They register and log in the complaint and receive a response when the damage has been repaired. This is the most efficient way to request a repair.

Commissioner Barger also commented the edges of the roads which are crumbling.

Mr. Repp stated when Public Works repairs a road they use a stone base. Our roads were not built by the City, but built by Reeves Telecom.

Commissioner Barger requested the Board commit the funding we receive this year for our roads into repairing our existing roads that are most damaged.

b. Existing Detour Roads ~

Commissioner Witt requested confirmation from the City Manager that while our roads are being repaired, the detour roads are also being repaired to get them up and running. Commissioner Witt also suggested when the roads are being repaired by the City that we use the existing electronic signs to let citizens know there is work going on and to use a different route. We can also put out barriers with signs on them too. If citizens are informed there is work going on, they will avoid traveling on those roads.

15. Announcements ~

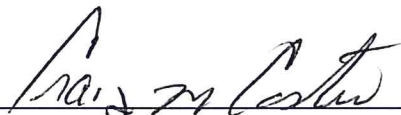
No announcement were made.

16. Adjourn ~

A *motion* was made by Commissioner Stewart, a *second* by Commissioner Barger to adjourn the Board of Commissioner Meeting of January 8, 2019.

Vote ~ 5 ~ 0

The Board of Commissioner Meeting was adjourned at 7:25PM



Craig M. Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

