



City of Boiling Spring Lakes
Board of Commissioners Monthly Meeting
April 6, 2021
City Hall – 6:30 p.m.

PLEASE TURN OFF CELL PHONES

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

Mayor Caster called the meeting to order at 6:30PM.

2. **Pledge of Allegiance – Mr. Gerald Wolf, Sr.**

3. **Attendance ~**

Mayor Craig Caster
Commissioner Teagan Hall (excused)
City Manager Jeff Repp
Police Chief Greg Jordon

Commissioner Tom Guzulaitis
Commissioner Dana Witt
Commissioner Bill Clark
City Clerk Jane McMinn

4. **Approval of Regular Agenda ~**

A *motion* was made by Commissioner Guzulaitis to add under New Business, *item j*, a Resolution Authorizing and Providing for the Incurrence of Indebtedness for Providing a Portion of the Cost of Acquiring, Constructing, Enlarging, Improving, and/or Extending its Police Renovation and Expansion Facility to Serve an Area Lawfully Within its Jurisdiction to serve. A *second* was made by Commissioner Witt approving the Regular Agenda of the Board of Commissioners meeting of April 6, 2021.

Motion Carries ~ 4 ~ 0

5. **Presentation ~ South Brunswick JROTC ~ Commissioner Guzulaitis**

Commissioner Guzulaitis thanked the JROTC Program under the guidance of Mr. Gerald Wolf who organized the Clean Sweep program for Boiling Spring Lakes and bringing our community together. Mr. Wolf also thanked the Mayor, Commissioners, City Staff and all the volunteers and members of the Community Center and Parks & Recreation for their help. Attending the meeting tonight is US Army Colonel Glenn Baker and Sergeant First Class Daniel Corbett, the leaders of the South Brunswick High School JROTC.

Mr. Wolf presented a Certificate of Appreciation on behalf of the AM Vets Post 906 Boiling Spring Lakes and the City of Boiling Spring Lakes to South Brunswick High School JROTC.

6. Public Comment ~

a. Ruth Bek, 635 No. Shore

Ms. Bek commented about citizens who are disabled and are in a wheel chair. When you are walking on E. Boiling Spring Road there is not a safe place for anyone to walk, especially for those in a wheel chair. I personally would like to take my mother to one of the three parks, Pine Lake Park, North Lake Park and Spring Lake Park. It is extremely difficult to push a disabled person in a wheel chair in the grass and dirt along the road. I would like to request that the City look into possible State funding or grants to provide a safe and secure walkway along this busy part of the road.

b. Ed Wilkie, 142 Pike Rd.

Mr. Wilkie explained many, many cars; SUV's, pickup trucks, trailers and more are turning down Pike Road, which is a cul-de-sac. I am requesting the City to place a sign at the entrance that would say *No Outlet* or *Dead End*. This would help to deter the amount of traffic coming through this very small stretch of road.

7. Approval of Minutes ~

- a. A *motion* to approve was made by Commissioner Witt, a *second* by Commissioner Clark approving the minutes of the Board of Commissioners Meeting of March 2, 2021.

Motion Carries ~ 4 ~ 0

8. Consent Agenda ~

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

Commissioner Guzulaitis requested an explanation as to the process used for Code Enforcement.

Mr. Repp explained it is approximately a six-month process, inspection of the property, notification to the property owner of infraction and time given to correct the offense. If the violation is not corrected it is brought to the City Manager's attention, there could be a financial penalty enforced until corrected, or a required court appearance.

A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

9. Committee / Board Reports and Minutes ~

a. Community Appearance Commission ~ Ms. Ann Hollingsworth, Chair

Ms. Hollingsworth gave a big thank you to our Buildings & Grounds staff for the pressure washing of our curved entrance walls and having them painted, also adding landscaping. This has really improved the entrance look into our City. We have been working on our property recognitions for April and have had some nice referrals.

b. Planning Board ~ Jeremy Sexton, Chair

Ms. Morgan reported the Planning Board discussed the City Center Zoning District and sidewalks in the C-1 and CC Zoning District. Both items were tabled. A vote was approved unanimously recommending a text amendment to Article 12 for non-confirming lots.

c. Parks & Recreation Advisory Board, Barbara Bennett Snyder, Chair

Ms. Joene Williamson reported the Learning Garden workday was held on April 2 and 3, 2021, as part of the Eagle Scout project. We are hoping to host the first learning program in late April. We are excited for the redevelopment of Muse Park and encourage the Board to move forward with awarding Phase II of the project tonight. Also, we are researching properties bordering existing park areas and working on the 2022 fee schedule. We would like to reiterate to the Board we are in need of an additional recreational facility to keep up with the growth of our growing community.

d. Special Events ~ Jackie Barker, Chair

Special Events did not meet in March; we continue to be under COVID restrictions. The Committee has been contacted by South Brunswick High School regarding the bow project we did last year. South Brunswick High School inquired if the Committee would again be doing the project for 2021; it was decided we would again be happy to prepare the bows and attach them to the trees on NC Highway 87 along with congratulatory banners for display. We hope to start having events again in late summer.

e. Library Commission ~ Ms. Sherrie Kuzian, Chair

Ms. Kuzian reported the Commission will focus on book buying filling the needs of the Library to include Black History and Spanish/English books. We will do the buying individually rather than as a group due to COVID. The Committee will recognize National Library Week of April 4 – 10, 2021. We have also requested \$2,000 toward funding for the fiscal year 2021 / 2022.

f. BSL Fire / Rescue ~ Chief Theresa Tickle ~

CeCe McConnell, Board Secretary, reported for Chief Tickle.

In the month of March, the department had 41 EMS calls and 33 fire related calls. We hosted a Haz-Mat certification class. We also have CPR certification classes and re-certification classes scheduled for April. The department acquired a new addition to our fleet, it is a 2021 Ford F-250. We would like to thank the City and Mayor Caster for

helping us to acquire this truck to add to our fleet, it is a welcome addition to the Department.

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

That the City Manager's Monthly Report is hereby incorporated by reference and made a part of these minutes.

11. **Old Business ~**

- a. No Old Business was reported.

12. **New Business ~**

- a. **Order** ~ declaring certain vehicles as surplus equipment and authorizing the City Manager to place the following vehicles on GovDeals for auction with the sale awarded to the highest bidder.

A *motion* to approve was made by Commissioner Clark, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

- b. **Order** ~ authorizing the City Manager to enter into a construction contract for the *Robert Muse Park Redevelopment Project ~ Phase II with MGK II Management & Construction, LLC, Inc. of Leland, NC* in the estimated amount of *Two Hundred and Forty Four Thousand Eight Hundred Dollars and No Cents (\$244,800.00)*.

A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

- c. **Order** ~ authorizing the City Manager to enter into a software agreement for a cloud-based government management platform with *GovPilot, LLC of Hoboken, NJ* in the annual amount of *Twenty Six Thousand Six Hundred and Sixty Four Dollars and No Cents (\$26,664.00)* (effective July 1, 2021) for planning, zoning, building inspection, public works reporting and other reporting software.

A *motion* to approve was made by Commissioner Witt, a *second* by Commissioner Clark.

Motion Carries ~ 4 ~ 0

- d. **Order** ~ authorizing the Mayor to execute a revised employment agreement with the City Manager Jeffrey E. Repp.

A *motion* to approve was made by Commissioner Clark, a *second* by Commissioner Guzulaitis.

Motion Carries ~ 4 ~ 0

- e. **Order** ~ accepting the Letter of Agreement dated April 6, 2021 from the United States Department of Agriculture – Rural Development for a \$1,200,000.00 loan for the Police Department Purchase and Renovation project and authorizing the Mayor and City Clerk to complete all necessary documents related to such a loan.

A *motion* to approve was made by Commissioner Witt, a *second* by Commissioner Guzulaitis.

Motion Carries ~ 4 ~ 0

- f. **Order** ~ authorizing the City Manager to execute an Interlocal Agreement between the City and Brunswick County to provide all necessary building code administration, plan review, and enforcement services (“Services”) to Municipality for a construction and renovation project at South Brunswick High School and South Brunswick Middle School in accordance with all applicable laws, rules, and regulations.

A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

- g. **Order** ~ appointing Marie Clark to the ABC Board for a term of three years beginning April 6, 2021.

Commissioner Clark requested to be excused from voting which was approved by the Board.

A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt.

Motion Carries ~ 3 ~ 0

- h. **Request for Public Hearing** ~ Text Amendment ~ Non-conforming Lots of Record.

A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

- i. **Resolution** ~ Recognizing Volunteers for Operation Clean Sweep.

A *motion* to approve was made by Commissioner Clark, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

- j. **Resolution** ~ Authorizing and Providing for the Incurrence of Indebtedness for Providing a Portion of the Cost of Acquiring, Constructing, Enlarging, Improving, and/or Extending its Police Renovation and Expansion Facility to Serve an Area Lawfully Within its Jurisdiction to serve.

A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt.

Motion Carries ~ 4 ~ 0

13. **Discussion** ~

No discussion was heard.

14. **Announcements** ~

Commissioner Witt informed the citizens there are three openings on the Library Commission, one filling the unexpired term ending November 6, 2022, and two Alternate positions each for a term of three years.

15. **Adjourn** ~

A *motion* was made by Commissioner Witt, a *second* by Commissioner Clark to adjourn the Board of Commissioners meeting dated April 6, 2021.

Motion Carries ~ 4 ~ 0

The Board of Commissioners meeting adjourned at 7:54 PM

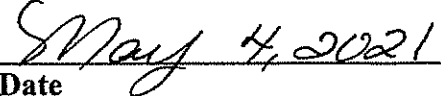


Craig M. Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

