

MINUTES
BOARD OF ALDERMEN
JANUARY 14, 2016

Mayor Blair called the meeting to order at 5:30 p.m. in Council Chambers of Town Hall.

Attendance: Mayor William J. Blair III, Mayor Pro Tem Darryl Mills, Alderman Elizabeth King, Alderman Henry E. Miller III, and Alderman Lisa Weeks; together with Town Attorney John C. Wessell III, Town Manager Timothy W. Owens and Town Clerk Sylvia J. Holleman.

Pledge of Allegiance

Invocation by Rev. John McIntyre, Wrightsville Beach Baptist Church

CONSENT AGENDA APPROVED UNANIMOUSLY BY MOTION OF ALDERMAN MILLER AND SECOND BY MAYOR PRO TEM MILLS.

- a. Approved regular minutes of November 12, 2015.
- b. Acknowledged previously approved special events for February.
- c. Accepted turnout gear donation from the Wrightsville Beach Volunteer Firefighters Association to help the Fire Department maintain an adequate inventory of protective clothing. The total value of the donation is \$3,518.
- d. Adopted Resolution No. (2016) 1960 authorizing transfer of retiring Fire Chief Frank Smith's Helmet and Badge.
- e. Adopted Resolution No. (2016) 1961 requesting that the NC Department of Transportation remove two pedestrian hazard signs on Causeway Drive.
- f. Approved revised 2016 Board of Adjustment Meeting Schedule to cancel the January 28th meeting.
- g. Set public hearing for Thursday, February 11, 2016 at 5:30 p.m., or as soon thereafter as possible, for consideration of a text amendment to Section 155.8.4 that requires a property owner attempting to elevate an existing structure to comply with setback requirements of the lot if sufficient area exists on said lot.

PRESENTATION TO RETIRING FIRE CHIEF FRANK SMITH.

On behalf of the Board, Mr. Owens presented Fire Chief Frank Smith with a customized stand to hold the helmet and badge that the Board awarded to him by Resolution No. (2016) 1960 upon his retirement on January 31, 2016. The Board thanked Chief Smith for his service and dedication to the Town as Fire Chief since 2003 and as a Volunteer Firefighter since 1987.

Volunteer Firefighter Marcus Scott thanked Chief Smith for nearly three decades of leadership and dedication to the Town. He said to recognize and honor Chief Smith's exemplary service, the Volunteer Firefighters Association would like to purchase and donate an inscribed bench to the Town to be placed at Beach Access #5 near the Chief's home. Chief Smith thanked the Board and the Volunteer Firefighters Association and said he had enjoyed working for the Town. Mr. Owens said Chief Smith would be missed. He also noted that Captain Robert Pugh would serve as interim Fire Chief.

PRESENTATION TO RETIRING PUBLIC WORKS DIRECTOR MIKE VUKELICH.

On behalf of the Board, Mr. Owens presented a plaque to retiring Public Works director Mike Vukelich in appreciation and gratitude for his steadfast service and dedication to the Town as Public Works director from December 12, 2000 to January 31, 2016. Mr. Vukelich thanked the Board and said he had enjoyed working for the Town. Mr. Owens stated that Mr. Vukelich would be taking a lot of institutional knowledge with him and he would be missed. He also noted that an interim director had not been named yet.

PUBLIC HEARING FOR CONSIDERATION OF A TEXT AMENDMENT TO SECTION 155.6.4 TABLE OF PERMITTED/CONDITIONAL USES TO ALLOW MASSAGE AND BODYWORK THERAPY AS DEFINED BY NCGS 90-622 AS A PERMITTED USE WITH SUPPLEMENTAL REGULATIONS IN THE C-3 COMMERCIAL ZONING DISTRICT, AND TO DELETE SECTION 112.02 IN ITS ENTIRETY. (CONTINUED FROM DECEMBER 10, 2015)

Planning and Inspections Director Tony Wilson stated that this item had been withdrawn by the applicant.

PLANNING BOARD APPOINTMENTS. NEW TERMS TO EXPIRE JANUARY 2018.

Using ballots, the Board made the following three appointments to the Wrightsville Beach Planning Board with terms to expire January 2018.

PLANNING BOARD APPOINTMENTS	
APPLICANT	VOTE
Janice Clark – Reappointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Ken Dull – Reappointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Jim Smith – Appointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks

PARKS AND RECREATION ADVISORY COMMITTEE APPOINTMENTS. NEW TERMS TO EXPIRE JANUARY 2018.

Using ballots, the Board made the following two appointments to the Wrightsville Beach Parks and Recreation Advisory Committee with terms to expire January 2018.

PARKS AND RECREATION ADVISORY COMMITTEE APPOINTMENTS	
APPLICANT	VOTE
Patricia Green – Reappointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Charlotte Murchison – Reappointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks

**WRIGHTSVILLE BEACH MARKETING ADVISORY COMMITTEE APPOINTMENTS.
 NEW TERMS TO EXPIRE JUNE 2018.**

Using ballots, the Board made the following four two-year appointments to the Wrightsville Beach Marketing Advisory Committee with terms to expire June 2018.

WB MARKETING ADVISORY COMMITTEE TWO-YEAR APPOINTMENTS	
APPLICANT	VOTE
John Andrews – Reappointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Michelle Clark	Mayor Blair
Taphne Collins – Appointed	Mayor Pro Tem Mills Alderman King
Jeff DeGroote – <i>(Write-In Candidate)</i> - Appointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Anne Marie Hartman – Appointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Maria Tofalo	Alderman Miller
Scott Weikert	Alderman Weeks

**WRIGHTSVILLE BEACH MARKETING ADVISORY COMMITTEE APPOINTMENTS
 FOR ONE-YEAR TERMS TO EXPIRE JUNE 2017.**

Using ballots, the Board made the following two one-year appointments to the Wrightsville Beach Marketing Advisory Committee with terms to expire June 2017.

WB MARKETING ADVISORY COMMITTEE ONE YEAR APPOINTMENTS	
APPLICANT	VOTE
Michelle Clark – Appointed	Mayor Blair Mayor Pro Tem Mills Alderman Weeks
Maria Tofalo	Alderman King Alderman Miller
Scott Weikert – Appointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks

HISTORIC LANDMARK COMMISSION APPOINTMENTS. NEW TERMS TO EXPIRE JANUARY 2018.

Using ballots, the Board made the following two appointments to the Wrightsville Beach Historic Landmark Commission with terms to expire January 2018.

HISTORIC LANDMARK COMMISSION APPOINTMENTS	
APPLICANT	VOTE
John Moore – Reappointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman King Alderman Weeks
Ed Paul (<i>Write-In Candidate</i>) – Appointed	Mayor Blair Mayor Pro Tem Mills Alderman Miller Alderman Weeks

ASSIGNMENT OF BOARD OF ALDERMEN MEMBERS TO VARIOUS BOARDS AND COMMITTEES FOR A TWO YEAR TERM TO END JANUARY 2018:

- Mayor Blair: Tourism Development Authority
- Mayor Pro Tem Mills: Port, Waterway and Beach Commission
- Alderman King: Holiday Flotilla Committee
- Alderman Miller: Transportation Advisory Committee
Cape Fear Council of Governments
- Alderman Weeks: Wrightsville Beach Marketing Advisory Committee

THREE-YEAR REAPPOINTMENT OF MAYOR BLAIR TO THE BOARD OF ADJUSTMENT. NEW TERM TO EXPIRE JANUARY 2019.

Mayor Pro Tem Mills made the motion to reappoint Mayor Blair to the Board of Adjustment for a three-year term to expire at the end of January, 2019. The motion was seconded by Alderman Miller and unanimously approved.

RESOLUTION NO. (2016) 1963 APPROVING A LEASE RENEWAL WITH SHORE ACRES, LLC FOR WELL NUMBER 8.

Mr. Owens gave the following background information: “This is a five-year lease agreement for Well 8 with Shore Acres Company. We currently pay \$1,500 per year; the new price will be \$3,000 per year. It appears that the Town has leased this property since the early 1990’s and, while the requested lease amount has increased, it is a small amount compared to finding a vacant one-acre tract of land and constructing a new well. Since the lease had expired, the Town missed the last lease payment. If approved, the owner of the property would receive back rent money due in the amount of \$1,500 along with \$3,000 for the new lease.” Mr. Wessell stated that this was the same bare-bones lease that had been in effect over the years. Mayor Pro Tem Mills made the motion to adopt Resolution No. (2016) 1963 approving the lease renewal with Shore Acres Company for Well Number 8. The motion was seconded by Alderman King and unanimously approved.

RESOLUTION NO. (2016) 1962 TO APPROVE THE TRILLIUM GRANT CONTRACT AND BUDGET ORDINANCE NO. (2016) 426-B TO RECOGNIZE SAME.

Mr. Owens gave the following background information: “The Board recently accepted moving forward with a \$300,000 grant provided to the Town by Trillium for improvements to make the Town’s park inclusive. The grant is 100% reimbursable. The Town will send out a “Scope of Work” to receive bids for the project and follow all other NCGS bidding statutes with the goal of bringing a project back to the Board in February for review and possible approval.” He asked the Board to consider adopting Resolution No. (2016) 1962 approving the grant with Trillium following final review by the Town Attorney and Budget Ordinance No. (2016) 426-B approving a \$300,000 budget for the project.

Mayor Pro Tem Mills made the motion to adopt Resolution No. (2016) 1962 approving the grant with Trillium following final review by the Town Attorney. The motion was seconded by Alderman Weeks and unanimously approved.

Mayor Pro Tem Mills then made the motion to adopt Budget Ordinance No. (2016) 426-B approving a \$300,000 budget for the project. The motion was seconded by Alderman Weeks and unanimously approved.

ROLL-OVER MARKETING BUDGET FOR THE MARKETING EFFORTS OF THE WRIGHTSVILLE BEACH MARKETING ADVISORY COMMITTEE.

Mr. Owens gave the following background information: Each year following the County’s audit, there are usually additional funds available from the prior year that were either additional revenue that was collected and not budgeted or not all expenditures were made for that budget year. The remaining rollover funds from FY14-15 were \$45,807. On January 12th, the Wrightsville Beach Marketing Advisory Committee finalized their recommendations to spend rollover funds for the Board of Aldermen’s consideration. The Committee is currently considering an amendment to their budget in the amount of \$45,500. Alderman Weeks said that had been vetted by the entire Committee. Mayor Blair made the motion to amend the WBMAC budget as presented in the amount of \$45,500. The motion was seconded by Alderman Weeks and unanimously approved.

UPDATE ON HARBOR ISLAND FLOOD APPEAL STATUS.

Mr. Owens gave the following background information: “We wanted to move forward on an appeal of some of the flood zones on Harbor Island. We hired a company (ATM) to do a study and provide technical data to FEMA. The appeal process is at the end of this month. It appears that the State has bought into the data from the company and, if all is accepted and it goes forward, they will publish new maps and advertise for another 90-day appeal process; then hopefully it will be adopted and implemented by the Town.” Following a brief discussion, there was Board consensus to move forward with the appeal.

RESOLUTION NO. (2016) 1964 TO APPROVE MOVING FORWARD WITH A PRELIMINARY DESIGN FOR A MULTI-USE PATH BETWEEN SALISBURY STREET AND CAUSEWAY DRIVE ON PROPERTY OWNED BY THE TOWN.

Mr. Owens gave the following background information: “The Town has discussed the possibility of applying for a NCPARTF grant or a STP-DA grant to install a multi-use path and other amenities in the Park from Salisbury Street to Causeway Drive, possibly with some overlook space over the marsh with an education component. If the Board wishes to move forward, I suggest that we hire a landscape architect to assist us with a preliminary site plan and an estimation of cost. I would also like to hire a surveyor to be sure we are not encroaching on other property. Resolution No. (2016) 1964 would exempt us from having to go through the competitive bid process for planning, engineering and surveying.” Mr. Owens also asked the Board to allow him to enter into a contract for the preliminary design and cost estimates for the project after review of the contract by the Town Attorney. Following a brief discussion regarding the need to make sure people know that it is a non-vehicular trail and the need for the trail to be well lit, Mayor Pro Tem Mills made the motion to adopt Resolution No. (2016) 1964 to allow the Town to move forward on a preliminary design and cost estimate for the path without going through the competitive bid process for planning, engineering and surveying and to allow the Town Manager to enter into a contract for the preliminary design and cost estimates for the project after review of the contract by the Town Attorney. The motion was seconded by Alderman King and unanimously approved.

PRESENTATION OF RESOLUTION BY THE NEW HANOVER SOIL AND WATER CONSERVATION DISTRICT RECOGNIZING THE TOWN FOR OUTSTANDING WORK TO REDUCE STORM WATER FLOWS.

William Hart, Chairman of the New Hanover Soil and Water Conservation District presented the Town with a Resolution recognizing the Town for “Outstanding Work to Reduce Storm Water Flows.” He said the Resolution also commends and congratulates the Town of Wrightsville Beach for successfully demonstrating the efficacy of active storm water treatment and reuse and for encouraging community involvement in applying proven soil and water conservation principles on their properties for the health and welfare of the waters of the State.” Mr. Owens referenced an email that he had sent to the Board members asking for input on an opportunity to move forward with a grant at the Hanover Seaside Club. He said we would have to be a supporting member and agree to maintenance. There was Board consensus to participate. Mr. Owens said he would come back with contracts and he would also write a letter to say the Board agrees to maintain.

DISCUSSION OF THE FY 2016-17 BUDGET PROCESS AND BUDGET CALENDAR.

Mr. Owens stated that from now to June, he would place an item on the Board's agenda to keep the Board updated on the budget process. He said the goal was to have a draft budget by early April.

FOLLOW-UP ACTION FOR THE PARKING WORKSHOP AND BOARD RETREAT.

1. Consideration of Resolution No. (2016) 1965 to exempt the Town from qualification based selection requirements of G.S. 143-64.31 for engineering work associated with Water System Modeling.

The Board discussed moving forward with modeling our water system; it is an engineering process and we would like to move forward without the qualification-based process; we would get three bids and bring them back for the Board to select; and we will work with CFPUA. Alderman Miller made the motion to adopt Resolution No. (2016) 1965 to exempt the Town from qualification-based selection requirements for engineering work associated with Water System Modeling. The motion was seconded by Mayor Pro Tem Mills and unanimously approved.

2. Consideration of moving forward with a 1.5% merit bonus for employees.

Merit bonus: The Board considered a one-time merit bonus of 1.5% based on performance evaluation to be implemented the first pay period in April. Alderman Miller made the motion to implement the 1.5% merit bonus the first pay period in April. The motion was seconded by Mayor Pro Tem Mills and unanimously approved.

3. Consideration of setting a date for a public hearing on proposed parking changes.

Alderman Miller made the motion to set February 11th as the date for a public hearing for input on proposed parking changes. The motion was seconded by Mayor Pro Tem Mills and unanimously approved.

MAYOR BLAIR: REPORTS AND COMMENTS.

- We have had a couple of important meetings with Richard Burr about beach nourishment. You will see us talking about ways to fund this in the days to come. A lot of federal funding will go away.

ALDERMAN WEEKS: REPORTS AND COMMENTS.

- Room Occupancy Tax Report: October rainy season hurt us a little; we're up almost 1% for the fiscal year and almost 2% for the calendar year.

ALDERMAN MILLER: REPORTS AND COMMENTS.

- There was no MPO meeting in December and nothing to report from C.O.G.

MR. OWENS: REPORTS AND COMMENTS.

- We will meet with the Corps tomorrow to go over some data they have to submit to the federal government. We will report back with what we learn.

**REQUEST FOR CLOSED SESSION FOR ADVICE FROM THE TOWN ATTORNEY AND
DISCUSSION OF PERSONNEL ISSUES PURSUANT TO G.S. 143.318.11.**

Mr. Wessell requested a brief Closed Session for advice from the Town Attorney and discussion of personnel issues. Alderman Weeks made the motion to go into Closed Session at 6:22 p.m. for advice from the Town Attorney and discussion of personnel issues as requested by Mr. Wessell pursuant to G.S. 143.318.11. The motion was seconded by Alderman Miller and unanimously approved.

MEETING RECONVENED.

Mayor Blair reconvened the meeting at 7:30 p.m. and asked the record to reflect that the Closed Session had been held for the reasons so stated with no action taken.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, THE MEETING WAS ADJOURNED AT 7:30 P.M.

Respectfully submitted,

Sylvia J. Holleman
Town Clerk