

MINUTES
BOARD OF ALDERMEN
SPECIAL BUDGET MEETING
MARCH 14, 2019

Mayor Blair called the meeting to order at 12:00 Noon in the Town Hall Conference Room.

Attendance: Mayor William J. Blair III, Mayor Pro Tem Darryl Mills, Alderman Ken Dull, Alderman Elizabeth King, and Alderman Henry E. Miller III; together with Town Manager Timothy W. Owens and Town Clerk Sylvia J. Holleman. Department Heads Present: Police Chief Daniel House, Information Technology Manager Raquel Ivins, Parks Maintenance Supervisor Evan Morigerato, Fire Chief Glen Rogers, Recreation Program Supervisor Katie Ryan, Public Works Director Bill Squires, Finance Director Erica Walters, Human Resources Officer Sara Wilson, and Planning and Parks Director Tony Wilson.

DISCUSSION / DIRECTION ON THE EAST AND WEST SALISBURY STREET PROJECT

BMH Architects Representative Chip Hemingway and Paramounte Engineering Representatives Rob Balland, Allison Engebretson, and Mike Nichols reviewed the design elements of the project with the following highlights:

- Keep Lagoon Drive one way; sidewalk out to the street; driveway extensions integrated into the design; with some low landscaping.
- Worked on the radius as requested by NCDOT; 40-foot radius.
- No parking spaces were lost; utilities will be underground.
- Raising two feet; 1-foot freeboard to the lowest member; if we could get it lowered a foot, there would be considerable savings. Mr. Owens said it would take an exception to lower it a foot. Mr. Wilson noted that it was in a VE Zone. There was Board consensus to pursue lowering it one foot.
- Mayor Blair expressed concern about the seat walls. Mr. Nichols said they would work on some different finishes.
- Mr. Balland said, "We will try to grade and have uniformity; we will try to get it to drain properly; we will identify trouble areas; we will look at our tie downs and then put a demolition plan together.
- Next step is to meet with Public Works and Town Staff; we need to set up a public meeting at the end of March; we will release plans to CAMA next week.
- Mr. Hemingway then reviewed the structure and said, "We designed for one foot but we can reduce the slope if we drop a foot; we added some flat wooden decking going down to the sand; we could add faucets to wash sand off feet; we are over the CAMA line – will make sure we are not over 600 feet; it is not air conditioned but it is heated so pipes won't freeze.
- Alderman Dull expressed the need for the Town emblem to be larger.

DISCUSSION AND DIRECTION ON PART-TIME PARK RANGER POSITION.

Mr. Owens said, "We talked about funding another Park Ranger. We could get through this year and put it in next year's budget. We need to decide if we want to purchase a vehicle. We may need a budget amendment." Mayor Blair said, "I think we need to start part time this year to see if it works and effectively enhances our scope and not just riding around with Ranger Slocum." Mr. Owens said we would have double coverage at peak times like Labor Day and Memorial Day. Mayor Blair said, "I say we move forward with it as part time and have it ready by May. We need to pay attention to how this works. We are not ready to talk about stipends." When Alderman King asked which months would be covered, Mr. Owens said it would be May through October.

DISCUSSION AND DIRECTION ON MOORING OF BOATS

Mr. Owens said some suggestions to consider with regard to the mooring of boats in Banks Channel would be to have the Police Department handle; the Park Ranger could help; we could have daily inspections; and cameras could help. Mayor Blair said, "I worry about cameras with regard to continuity. There needs to be a systematic check sheet. Whatever Mr. Wessell says is legally defensible." Alderman King expressed concern that some of the boats might not have registrations and she wondered how we would know who to fine. Police Chief House noted that some states do not require registration. Alderman King suggested that the Town could require permits to moor there. Mayor Blair said some efforts had been made with the Coast Guard and the Wildlife folks. Alderman King agreed that we needed to work more with the State and the other entities. Mr. Owens said he had met with the Coast Guard and they are not interested in boarding boats. Alderman Dull suggested working with the Coast Guard Auxiliary. Mayor Blair expressed the need for a manual system in order to have a daily record. The Board agreed on signage with fine amounts. Alderman Dull asked if we could change the ordinance to be less than thirty days. Mayor Blair suggested getting the new Park Ranger in place and doing the manual thing to see if it works before going for less time. A brief discussion followed regarding the possibility of putting signage on the No Wake Signs and Channel Markers.

BUDGET OVERVIEW BY THE TOWN MANAGER

Mr. Owens said the Department Heads would present their proposed budgets in a broad brush way. The following highlights came from the presentations:

Governing Body

- Not much change.

General Administration

- Not much change.

Information Technology

- Budget is going up a little due to an increased need for storage because we have more cameras.

Public Works Administration

- Not much change.

Public Works – Fleet Maintenance

- Up a little. Salaries up about \$6,000. Insurance and bonds up \$3,000.

Public Works – Building Maintenance

- Water & Sewer increased from \$60,000 to \$80,000 due to a rate increase.
- They would like to enclose an area for the Street Sweeper.

Police Department

- Vehicle Replacement Schedule working well.
- Advertising up a little.
- Access System – cannot make cards anymore. Mayor Blair suggested adding this discussion to the regular meeting that same night.

Fire Department – Emergency Preparedness

- No big changes.

Fire Department

- Looking for approval to change their name to Wrightsville Beach Fire and Rescue.
- Want to move forward with Accreditation.
- Want to phase in tablet-based operations instead of paper based.
- Salaries are up.
- Bumping up Volunteer stipend \$2,000.
- Fire contract going up \$1,500 for Fire Inspections.
- CIP: Training Ground Improvement - \$40,000 this year.
- Fix rotting wood on training tower.

Fire Department – Ocean Rescue

- Presented last year's budget – just moved some items into other accounts.
- Firefighters Retirement – add \$1,000.
- Salaries – Lifeguards will get the same percent as other employees.
- CIP: putting a little money away for vehicles.

Public Works – Streets

- Added a new full-time position in Streets.
- Travel and Training increased.
- Insurance and Bonds up \$2,000.

Parking Management

- Not much change – more employee time.
- They have an offer of \$3,900 from Folly Beach to purchase 25 pay stations that we don't use because they are not compliant. Mayor Blair suggested discussing it at that night's regular meeting. Mr. Owens suggested raising the amount to \$5,000. He said he would check to see if we could sell to someone out of state.
- Mayor Blair expressed concern that the number for this year was lower than the last three years and he would like to have an explanation. He said we needed to check into this and their operating budget.

Public Works – Sanitation

- Wages and Contracted Services went down.
- Supplies and Materials had a big increase. (Decorative cans and recycling cans)
- Cell phones moved to Public Works Administration.
- Insurance and Bonds up \$5,000.
- CIP: Put in money for the next loadpacker.

Water and Sewer – Water

- Wages are about the same.
- Took out WTC2 Tank Maintenance (cannot shut it down to work on it).
- Utilities are up.

Water and Sewer – Storm Water

- Not much change.
- Salaries were pulled out.

Water and Sewer – Sewer

- Salaries are in the Water account.

Planning and Inspections

- Overall numbers are up a little.
- Added Park Ranger as full-time – can adjust to part-time.
- Will need new vehicle. We do not have a vehicle for the new Park Ranger. Mayor Blair said he did not want the whole amount in the budget.
- Permit revenue is up for now.

Parks and Recreation – Programs

- We will not have Afterschool next year because they will be remodeling the elementary school.
- A couple of increases in fees.
- The church cannot do the Easter Egg hunt this year. We can do it with the WB Foundation. There was Board consensus to do the Easter Egg hunt.

Parks and Recreation – Parks Maintenance

- Budget went up.
- Some overtime was cut from the budget.
- Contracted Services went up.
- Added maintenance for Summer Rest Road Project and the Salisbury Street Project. Mayor Blair said he would work with the City of Wilmington to get half of the cost of maintenance for the Summer Rest Road Project.

The Board thanked the Department Heads for their presentations.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, THE MEETING WAS ADJOURNED AT 3:15 P.M.

Respectfully submitted,

Sylvia J. Holleman
Town Clerk