



**Town of Southern Shores
Council Meeting
August 20, 2013**

The Town of Southern Shores Council met in the Pitts Center located at 5375 N. Virginia Dare Trail at 9:00 a.m. on Tuesday, August 20, 2013

COUNCIL PRESENT: Mayor Hal Denny, Mayor Pro Tem Jodi Hess, Council Members George Kowalski, David Sanders and Larry Lawhon.

COUNCIL ABSENT: None

OTHERS PRESENT: Town Manager Peter Rascoe and Town Clerk Sheila Kane.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

Mayor Denny called the meeting to order at 9:00 a.m., led the Pledge of Allegiance, and held a Moment of Silence.

APPROVAL OF AGENDA

MOTION: Mayor Pro Tem Hess moved to approve the agenda as presented. The motion was seconded by Council Member Lawhon. The motion passed unanimously.

CONSENT AGENDA

The Consent Agenda consisted of the following items:

- NC Governor's Highway Safety Program Grant Acceptance-Resolution
- Approval of Minutes – August 6, 2013

MOTION: Council Member Lawhon moved to approve the consent agenda. The motion was seconded by Council Member Sanders. The motion passed unanimously.

[Clerk's Note: A copy of NC Governor's Highway Safety Grant is hereby attached as Exhibit A].

REPORTS

Planning Board

Chairman Sam Williams gave a brief Planning Board report consisting of two (2) items.

The first item was the Planning Board conducted their annual election of officers. Sam Williams was reelected as Chair and Mike Florez was reelected as Vice Chair.

The second item was the Planning Board recommends approval of ZTA-13-05 Temporary Uses and also in this approval is the finding that it is consistent with our Land Use Plan.

ACTION: Mayor Denny set a Public Hearing for ZTA-13-05 for September 3, 2013.

GENERAL PUBLIC COMMENT- None

OLD BUSINESS-None

NEW BUSINESS

Council Rules of Procedure

As Mayor Denny stated at the previous meeting it has been a long time since the rules have been reviewed and Council has a duty to review and improve them as necessary. Mayor Denny stated the Rules of Procedure are a bare statement and need some background. He has personally been working on a preamble which will set the stage for the rules.

Mayor Denny requested Council to look at the individual rules and forward to himself or the clerk any concerns, suggestions or clarification for improving to discuss them in a formal way at a future meeting.

OTHER ITEMS

Town Manager's Report

The Town Manager addressed several issues:

- The contract with Barnhill Contracting for capital street repairs for this fiscal year has been signed for 13 of the 15 repairs. Commencement date will be September 1 and the ending date is November 30.
- The agreement with Beacon Architecture for the garage building and training room for the Police Department has been signed, and now is in the process of putting the design out to various area builders in an informal bid process.
- The Division of Coastal Management replied back last week that they are still processing a permit modification for the canal dredging project. Once the modification is approved, the dredging contractor will begin with plans to mobilize. The actual dredging period begins October 1.
- The administrative policy for potholes was discussed. Reported potholes are prioritized based on public safety. Some are taken care of immediately or are placed on a list until resources are available to repair them. This current fiscal year, Council approved a larger budget item for street repair in the Public Works budget and that money is being used to address these potholes.
- A forthcoming matter to be aware of is the County is reviewing a way to distribute occupancy tax funds for beach nourishment for those projects now declared by Kill Devil Hills, Duck, and Kitty Hawk. It is the Town Manager understands that the County will be looking at each municipality to substantially fund a portion of its respective project with its own funds – to then be supplemented by the county occupancy tax contribution.

Council held a discussion of what defines a beach nourishment project, what law dictates what the funds can be used for, and do we need a plan. The Town has used occupancy tax-beach nourishment funds in the past for sand fencing and grass planting in appropriate areas. We have not had a Town wide interest in beach nourishment, which would most likely require a tax increase. The beaches in Southern Shores were surveyed in the preliminary engineering phase of the Duck Plan and we have access to that data that shows whatever movement is occurring with the mean high water markings.

The Town Manager stated his plan is to monitor how the current funding process is developed this next year - especially how the County decides to distribute the occupancy tax funds to assist the municipalities with their declared beach nourishment projects.
No action taken.

Town Attorney: none

Mayor's comments: none

Council Members' comments:

Mayor Pro Tem Hess announced that the Tourism Board has set the public meeting date for the event site at the Comfort Inn North and they will be opening up the plan to make a presentation to review what they are proposing.

ADJOURN

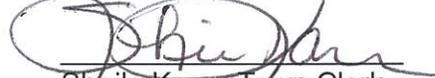
MOTION: Council Member Lawhon moved to adjourn. The motion was seconded by Council Member Sanders. The motion passed unanimously. The time was 9:46 a.m.

ATTEST:


Jodi Hess, Mayor Pro Tem



Respectfully submitted,


Sheila Kane, Town Clerk

