



**Town of Southern Shores
Regular Council Meeting
May 3, 2016**

The Town of Southern Shores Council met in the Pitts Center located at 5375 N. Virginia Dare Trail at 5:30 p.m. on Tuesday, May 3, 2016.

COUNCIL MEMBERS PRESENT: Mayor Bennett, Council Members Leo Holland and Chris Nason.

COUNCIL MEMBERS ABSENT: Mayor Pro Tem Fred Newberry, Council Member Gary McDonald

CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

Mayor Bennett called the meeting to order at 5:30 p.m., led the Pledge of Allegiance, and held a moment of silence.

AMENDMENTS / APPROVAL OF AGENDA

MOTION: Council Member Holland moved to approve the agenda as presented. The motion was seconded by Council Member Nason. The motion passed unanimously (3-0).

CONSENT AGENDA

The consent agenda consisted of the following items:

- Approval of Minutes- April 5, 2016 Special Meeting, April 5, 2016 Regular Meeting, April 19, 2016 Budget Retreat (Regular Meeting).
- Budget Amendment #4-Revenue from sale of public works vehicle.

MOTION: Council Member Holland moved to approve the consent agenda. The motion was seconded by Council Member Nason. The motion passed unanimously (3-0).

STAFF REPORTS

Finance Officer

Town Finance Officer, Bonnie Swain presented the quarterly financials.

Town Planner:

The Town Planner, Wes Haskett presented the Planning Department's monthly report containing the following:

- Permitting and Inspections April 2016

Southern Shores Police Department

Chief Kole presented the Police Department's monthly report for April.

Southern Shores Volunteer Fire Department: Fire Chief, Ed Limbacher presented the Fire Department's monthly report for April.

Lorelei Costa, Treasurer of the Southern Shores Firefighter's Relief Fund presented scholarships on behalf of the local relief fund to SSVFD Firefighter's Logan Steese and Stephen Hines.

Town Manager

Town Manager, Peter Rascoe reported on the historic cottage preservation initiative update and recommended a plan to Council. He stated staff met with some interested owners and also with staff from the Town of Kill Devil Hills again. He noted that there are thirty four (34) flat tops remaining and three (3) other properties that that are not flat tops but could be historic. Step one would be to notify every owner of record of these properties to see if there is interest.

MOTION: Mayor Bennett moved to direct staff to notify by official letter each property owner of record of every known historic property in Town with a description of the initiative and soliciting indications of interest. The motion was seconded by Council Member Holland. The motion passed unanimously (3-0).

In accordance with NCGS §159-11(b) the Town Manager submitted his FY 2016-2017 Proposed Budget and Budget Message to Council and officially placed it on file with the Town Clerk. He stated copies will be available in the Clerk's office, it would be transmitted to the Town's sunshine press list, and it will also be made available for viewing to the public on the Town's website.

The Town Manager stated the 5.7 million dollar operating budget is a reduction from last year by the amount of \$1,144,349.00, calls for no tax increase, calls for no transfer from the unassigned fund balance to balance the budget, has no expense for debt service, and provides funding of the annual Capital Improvement Plan in the amount of \$516,000. It provides an amount to cover a physical survey of South and East Dogwood Trail if determined needed by the Council, and provides funding for remedial measures for flooding in the area of NC Highway 12 and East Dogwood Trail in the event the Council decides to initiate or participate in such a remedial project. There is significant savings with a new solid waste collection contract beginning July 1st.

ACTION: Mayor Bennett set a public hearing date of June 7, 2016 to receive public comment on the proposed FY2016-2017 budget.

[Clerk's Note: A copy of staff reports are hereby attached as Exhibit A].

GENERAL PUBLIC COMMENT

Mayor Bennett called on public comment and the following citizens offered comment with topic(s) as indicated:

- Bill Broaddus- Southern Shores resident-chose to defer comment until Mayor Pro Tem Newberry and Council Member McDonald could be present.
- Sue Broaddus- Southern Shores resident- chose to defer comment until Mayor Pro Tem Newberry and Council Member McDonald could be present.
- St. Laurent-Southern Shores resident- Thanked the Mayor and Council Member Holland for attending the Dare County Special Olympics this past weekend and thanked Council for fixing the pothole at the corner of East Dogwood and Hickory Trails.
- Joe Van Gieson- Southern Shores resident- NC12 flooding issue-in addition to a rain garden in the median, some space at the bottom of East Dogwood Trail could be used by eliminating the double lanes on East Dogwood Trail instead of using a corner lot.

- Karen Kranda- Appreciates the work being done on the roads and fully supports maintaining and continuing with improvements. Would like to see the same type of street improvements made to Juniper Trail.

[Clerk's Note: A copy of the public comment signup sheet is hereby attached as Exhibit A].

OTHER BUSINESS

Town Manager's report

The Town Manager addressed several matters:

- The capital projects for this year are currently being completed. The new Tall Pine Bridge will be finished by the end of the month of May, possibly sooner. The bridge is getting aluminum railings on the east side and striping of a pedestrian bicycle area.
- Dare County Board of Commissioners did vote to allow the Town of Southern Shores early termination of the solid waste collection contract effective June 30th. On July 1 Bay Disposal will take over the solid waste collection for the Town.
- The seasonal traffic reduction effort in the US Highway 158 and NC Highway 12 intersection for this year will be conducted on Saturdays and Sundays for sixteen (16) weeks, May 21-September 4th. Southern Shores Police Department officers have been scheduled for four weekends, two of which are major weekends.
- Flooding at the area of NC Highway 12 and East Dogwood Trail has gotten increasingly worse these past five months and NCDOT Division One staff has reported to Town staff, due to limited available resources, they would not be able to do a fix-all project for that area without some other contributed resources. Town staff is attempting to gather data for the purpose of presenting options for Council to consider possibly partnering with NCDOT as a contributing resource. Using funds from the current street budget, an engineer has been engaged by Town staff to look at the particular area, perform a topographical survey, and transmit his data and findings to NCDOT hydraulic engineers that have inspected the site with Town staff and NCDOT Division One staff. All engineers that have been on the site have indicated to staff thus far that most of the standing water is coming from an elevated area south of the area of the intersection. The same engineers also stated the fastest way to get the most volume of water from the problem area is to collect and pipe it by gravity to an infiltration area to be developed. It is hoped the Town's engineer will be able to transmit his data sometime in early June to the NCDOT hydraulic engineers in Raleigh for an opinion on the most feasible long-term remedy for both the Town and the NCDOT Division One to consider implementing
- The Southern Environmental Law Center staff has again contacted the Town Clerk and reported they will be coming to follow-up on their public records request pertaining to the Mid-Currituck Bridge on June 1-2.
- The Statements of Qualifications for Town Engineer in response to the Council's published Request for Qualifications are due May 9th.
- The Board of Elections will be conducting a primary election in the smaller meeting room in the Pitts Center the same day as the next Council Meeting, June 7th.
- The Town's residential rental tenant at the house at #7 Skyline has vacated and the property has been cleaned out. Contractors for both rehabilitation and demolition will be looking at the building to provide an improvement cost so staff can present Council with a recommendation for the structure.
- The Mayor has cancelled the May 9th Council Planning Committee meeting.

- The last Capital Improvement Planning Committee meeting of the fiscal year will be on May 19th at 2:00 PM. The Capital Improvement Planning Committee is made up of two Council Members. Advising the two-Council Member committee are citizen representatives and staff. It is anticipated the two-Council Member committee will make a recommendation of prioritized street improvements for FY 2016-2017 during the upcoming June Council meeting for Council to consider at its July regular meeting after a public hearing.
- The current recycling contractor that performs large item pickup will be increasing the rate for large item pick-up days (2) next year due to the volume of items placed out for pickup.

Council Member's Comment & Responses

Mayor Bennett addressed the flooding issue at the area of NC Highway 12 and East Dogwood Trail intersection. He stated in his opinion the driving force is public safety. He stated he is optimistic about some type of State funding coming to the Town to off-set the Town's cost of its contribution to the effort. Mayor Bennett stated he believes the Town and NCDOT together can come up with a permanent workable solution.

Mayor Bennett also stated the Dare County Special Olympics was a wonderful event worth attending.

Council Member Holland stated he would like to respond and clarify some statements made by a citizen during the April 19th, 2016 Council meeting. His first response and clarification regarded the citizen's comments made about the Town's 2015 acquisition of the property at #7 Skyline Drive. Council Member Holland stated the public record shows there were two open meetings during which the possible acquisition was discussed. During the May 5th 2015 special meeting, the Town Manager was instructed, in open session, to make an offer on the property. During the May 6th regular meeting the following day, a budget amendment providing for funds to make the purchase was presented to Council in open session. During the May 6th, 2015 regular meeting, there was a closed session for this specific matter as well.

Council Member Holland's second response and clarification regarded the same citizen's comment that the Town of Kitty Hawk publishes its employee's salaries on the Town website. He stated the Town of Kitty Hawk does not do that, and what is published is the Town's employee classification plan and salary scale which is a grade, position, and pay scale.

Council Member Holland thanked staff for their work on the budget. He stated if any citizen has any questions about the budget he highly encourages you to contact the Finance Officer or Town Manager directly.

Council Member Nason stated he was fortunate to be able to attend a majority of the historic flat top tour and was a great event.

ADJOURN

MOTION: Council Member Holland moved to adjourn. The motion was seconded by Council Member Nason. The motion passed unanimously (3-0). The time was 6:46 p.m.

ATTEST:


 Thomas G. Bennett, Mayor



Respectfully submitted,


 Sheila Kane, Town Clerk