

Town of Pine Knoll Shores Board of Commissioners
Regular Monthly Meeting
October 12, 2016
6:00 PM

Call to Order and Pledge of Allegiance

Mayor Jones called the October 12, 2016 First Regular Monthly Meeting of the Pine Knoll Shores Board of Commissioners to order at 6 PM and led the Pledge of Allegiance. Also present for the meeting were Commissioners Fred Fulcher, Clark Edwards, John Brodman, Larry Corsello, and Ted Goetzinger; Town Manager Brian Kramer; Public Services Director Sonny Cunningham; Building Inspector Jim Taylor; Fire Chief Jason Baker; Town Planner Scott Sherrill; Town Attorney Neil Whitford; and nine members of the public.

Approval of the Agenda

The agenda was approved on a motion by Commissioner Edwards with a second by Commissioner Fulcher that passed unanimously.

Disclosures/Conflicts of Interest

There were no disclosures or conflicts of interest.

Announcements

Mayor Jones announced that there would be dinner with the mayor on October 14 at the Country Club of the Crystal Coast; he announced that the Turkey Trot would be on Thanksgiving Day at 9 AM; he announced that the Christmas Flotilla would be on December 3rd; he announced the Town Staff/Volunteer Christmas Party would be on December 9th; and he announced the Christmas Parade on December 17th.

Mayor Jones complimented the staff on their handling of the Hurricane Matthew storm event. He specifically complimented Public Services Director Cunningham's department on the lowering of the pond levels in advance of the event and handling a tree down on Oakleaf. He pointed to the latter event as exemplifying excellent teamwork as it involved the use of fire apparatus and having the police shut down the road as well as Public Services Staff cleaning up the road.

Public Comment

Bill Knecht, 538 Coral Drive, stated that he is opposed to creating personal landing pads for helicopters in Pine Knoll Shores, and he expressed concern that if the Town were to allow them in one location, it would allow them in other locations. He reiterated that he did not believe that the landings were safe, and that no one is immune from an accident, no matter how experienced they are. He hoped that the Board would pass an ordinance banning private helicopter landing pads. He also played a scam voicemail he received purporting to be from the IRS.

Consent Agenda

The consent agenda, consisting of the minutes from the meeting on September 14, 2016, and tax discoveries and releases, was approved unanimously on a motion by Commissioner Goetzinger with a second by Commissioner Brodman.

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Town Manager's Report

Hurricane Matthew: Town Manager Kramer briefed the Board that there was a federal emergency declaration for Carteret County, and it was approved for public assistance for debris removal and emergency protective measures. He indicated that the designation means that the Town's cleanup work conducted by Russell Willis and overtime for police and fire may be reimbursed. He reported that the Beach Commission will do a beach survey. He reported that the Department of Public Safety will also visit to make a determination to see if there's any potential for mitigation of sand loss.

Stormwater: Town Manager Kramer reported that he and Commissioner Edwards met with Bill Knecht of the Country Club of the Crystal Coast on October 5, and the Club is ready to consider a draft agreement. He reported that the end product will probably be an amendment to the existing agreement. He stated that issue with the Club will be compensation. He indicated that Reefstone and Bermuda Greens were very happy with the pumping as part of the storm preparation. He reported that the next step will be meeting with Edith Mason to draft the agreement.

Sidewalk: Town Manager Kramer reported that the pre-construction meeting was postponed due to the storm and was rescheduled for October 20 at 2 PM.

Town Manager Kramer passed along that Police Chief Thompson passed along that on Halloween from 5:30 to 7:30 there would be trick or treating organized by the young parents crowd that would likely be accompanied by an officer. He also reminded the crowd, as follow up to Mr. Knecht's comments, not to provide personal information over the phone as the Town has received several reports of identity theft over the past few weeks.

Staff Reports

Town Planner Sherrill indicated that in response to concerns from Commissioner Fulcher about the tree diameter components of the technical corrections ordinance, he would likely pull it out of the technical corrections ordinance as a stand-alone ordinance. He reported that he would apply the same to the rezoning components. He also reported that he had updated the Pine Knoll Association Board on signs, manufactured housing, and temporary family healthcare structures.

Attorney Whitford had no report.

Building Inspector Taylor reported that for the month of September, 63 permits were issued with a construction value of \$198,668, which resulted in \$2,380 in permitting fees and resulted in 97 inspections. He reported that a new home is proposed for 108 Hickory, and a demolition has been proposed at 111 Pinewood. He also informed the Board that the North Carolina Department of Public Safety had an outreach session for the preliminary flood map on October 12, which was attended by 50-60 folks. He

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reported that each municipality had a work station with a computer and entertained questions as they worked through the FRIS site and changes in preliminary maps. He indicated that the county inspectors would be gathering in Pine Knoll Shores to discuss truss documents. In response to questioning from Commissioner Brodman, he indicated that the demolition permit provides him the opportunity to meet with the applicant on site and discuss the demolition process. Commissioner Edwards sought clarification that individuals could still meet with staff to review concerns about flood map changes, which is the case. *Mayor Jones* reported that he had attended a homeowners' association meeting a little while back and heard a lot of compliments on Building Inspector Taylor's work.

Public Services Director Cunningham reported that with help from Pine Knoll Shores fire and police, his department unclogged a storm drain so that it is open and water flows through it. He further reported that his department lowered the groundwater table 2.5' using the Reefstone and golf course pond network prior to the storm event. He reported that the Town has started removing debris, and so far there have been no complaints on grass/yard destruction. He reported that 24 loads of debris were taken in 2 days and there will be another day and a half to finish up the week of October 10th. He reported that the week of October 17th, his department would remove any tires on the beach from the storm.

Fire Chief Baker reported that he was happy to be past the hurricane and noted that inland crews were hit pretty badly, and he reported that he did check in to see what sort of resources they had and what they needed, but North Carolina Emergency Management is heading up what they need and where they need it from.

Unfinished Business

Helicopter Landing Ordinance

Commissioner Goetzinger made a motion to extend the moratorium on helicopter landings; Commissioner Brodman made the second, and the motion passed unanimously.

Sidewalk Funding Status

After a brief presentation by Town Planner Sherrill, the Board unanimously expressed its preference for the segment between Pine Knoll Blvd. and Pelican Drive East if only one segment could be funded through the STIP on a motion by Commissioner Edwards with a second by Commissioner Goetzinger that passed unanimously.

2016 Annual Agenda and Commissioner Reports

Mayor Jones stated that he has had the chance to speak with a few homeowners' associations and hears a lot of good comments about how the town is organized and how people get involved. He also reported that people name staff members by name and report something they were helped with.

Commissioner Edwards stated that he received a call from a new resident if there were any summary of

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events and if they were available at Town Hall. Town Manager Kramer stated that the Town has had a box of file folders in the past and can re-order them.

New Business

Strategic Plan Action Item Update

Town Manager Kramer reported that under Beach Preservation, there is an objective to be assigned as a non-federal sponsor, which has been accomplished and would enable the Town to be included in a delta project in short order. He stated that the Corp's environmental permitting will extend all the way to the Town's western border.

Town Manager Kramer reported that the Town is working on the development line project, and working with Division of Coastal Management Staff and Rudi. He stated that the decision point for the fall would be whether or not to fund a formal survey. He estimated that the Town would be looking for approval from the Coastal Resources Commission in the spring or summer of 2017.

With regard to the objective concerning maximizing economies of scale with other towns, Town Manager Kramer reported that the Town is currently handling Indian Beach tax collection and will be conducting Indian Beach fire inspections this fiscal year.

He reported that under the infrastructure action items, Chief Baker has successfully led the Town's Carolina Star safety program effort and there will be a ceremony at some point; the water system mapping will take place this winter and so will the Bogue Banks Water Corporation connection. He noted that in the 2016 revisions, an objective was added that was entirely stormwater related: he observed that the Town has been monitoring water table levels and rainfall and all of the stormwater infrastructure was mapped last winter; he added that this year, the Town is continuing to explore options on the east end specifically related to improving the movement of water to the vault on Myrtle.

On the topic of community involvement, he noted that the Town appointed a recruiting coordinator for volunteers.

For future focus, Town Manager Kramer identified considering a rental registration program, the five-year parks and recreation survey, improving public sound access, and monitor cellular technology advances and explore broadband services in town.

Master Service Agreement (AECOM)

Town Manager Kramer stated that Section 22 indicates that the contract will be interpreted under the laws of the State of California, but it should be North Carolina. In discussion, Commissioner Fulcher inquired about the 10% administrative fee incorporated in the contract, and Town Manager Kramer indicated that

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he would look into it further. After discussion, the contract was approved on a motion by Commissioner Fulcher with a second by Commissioner Edwards that passed unanimously.

Budget Amendment

Mayor Jones indicated that the budget amendment accounts for the Verizon lease renewal and the sale of the Knollwood property. He noted that it reflects changes in the General Fund, Beach Reserve Fund, and Beach Capital Reserve Fund. Commissioner Edwards made a motion to adopt budget amendment #1 as presented, and he requested a summary of the beach sale. Commissioner Brodman made the second on the motion. Town Manager Kramer stated that the Town bought the lot for \$850,000, put \$350,000 down and put \$500,000 dollars in debt in 2010. He added that a year after the purchase, the Town got \$3 million in a federal renourishment project. He observed that the Town sold the property for \$300,000, \$15,000 of which was received last fiscal year and received \$285,000 to complete the sale. He stated that the debt payoff at closing was \$217,00, so he reported that after reimbursements from the homeowners association, the Town was looking at a \$68,000 and the \$15,000 net back to the beach fund. Attorney Whitford observed that the Town did keep 40% of the initially purchased lot. After discussion, the motion carried unanimously.

Agenda Items for Next Meeting

Commissioner Brodman inquired about the use of the homeowners' association parks and noted that he did not recall a final agreement on that front, and he would like to see it straightened out. Commissioner Goetzinger requested that discussion on crosswalks not get lost.

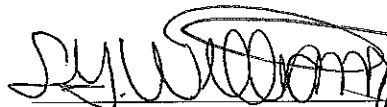
Public Comment


Richard Belanger, 107 White Ash Drive, requested to know the length of the moratorium's extension. *The Board* clarified one month—to November 9th.

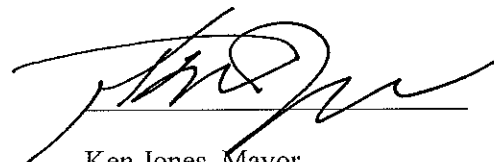
Bill Knecht, 538 Coral Drive, observed that people ignored pedestrians in the crosswalk in front of the Doubletree in Atlantic Beach.

Adjournment

The Board Adjourned at 6:53 PM on a motion by Commissioner Edwards with a second by Commissioner Brodman that passed unanimously.


Sarah Williams, Town Clerk




Ken Jones, Mayor





**BOARD OF COMMISSIONERS
SECOND REGULAR MONTHLY MEETING
September 28, 2016 - 6:00 p.m.
Agenda**

- I. Call to Order and Pledge of Allegiance** **Mayor Jones**

- II. Approval of the Agenda**
(Motion to add or delete an item will be entertained prior to approval.)

- III. Consent Agenda**
 - a. Resolution in Support of Dredging Project

- IV. Closed session in accordance with NCGS 143-318.11(a)(3) to discuss with counsel**

- V. Adjournment** **Mayor Jones**

Our vision is to provide a quality environment in which all residents and visitors are safe and secure, where individual talents flourish, and everyone enjoys the natural resources of our area.

It is the mission of the Town of Pine Knoll Shores to provide for the safety and well-being of all residents and visitors in an efficient and well-organized manner; and develop and implement plans for the continuous improvement of the town, its services, and its beach; and encourage the participation of residents in service to the Town and community.

Pine Knoll Shores Board of Commissioners

