



**TOWN OF HOLDEN BEACH  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
TUESDAY, MAY 27, 2008**

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The Board of Commissioners of the Town of Holden Beach met for a Regular Meeting at 7:00 p.m. on Tuesday, May 27, 2008 in the Holden Beach Chapel Fellowship Hall. Present were Mayor J. Alan Holden; Mayor Pro Tem Sandy Miller; Commissioners Ray Lehr, Don Glander and Gary Staley; Town Manager David Hewett; Town Clerk Heather Finnell; Town Attorney Mac Tyson; Planning & Inspections Director Jason Walker; Police Chief Wally Layne; and Public Works Director Chris Clemmons. Commissioner Kyser was unable to attend.

Attorney Tyson presented the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Holden called the meeting to order and announced that Commissioner Kyser asked to be excused due to the birth of his grandson.

**AGENDA APPROVAL**

*Motion by Mayor Pro Tem Miller to approve the agenda as written; second by Commissioner Glander; approved by unanimous vote.*

**APPROVAL OF MINUTES**

*Motion by Mayor Pro Tem Miller to approve the minutes of the Regular Meeting of May 13, 2008 as written; second by Commissioner Staley; approved by unanimous vote.*

*Motion by Commissioner Lehr to approve the minutes of the Dredging/Budget Workshop of May 16, 2008 as written; second by Mayor Pro Tem Miller; approved by unanimous vote.*

**PUBLIC COMMENTS ON AGENDA ITEMS**

Sheila Young stated she would like to know if stormwater management was part of the initial bid for Town Hall. She also inquired if there is adequate parking and additional supervision to ensure the rules are being carried out if the Pavilion is used for activities other than Town functions.

**FACILITIES UPDATE BY JIM STEWART OF STEWART COOPER NEWELL ARCHITECTS AND DISCUSSION OF POSSIBLE AMENDMENTS TO THE TOWN HALL/ POLICE DEPARTMENT FACILITY**

Jim Stewart explained that at the Emergency Operations Center the doors are up in the inside and the overhead doors have been ordered. He has instructed the contractor to remove everything from the site so the Town can do everything they need to do at the site. The power is being put in today. Mr. Stewart also explained that the Town Hall/ Police Department is coming along well. He presented a slide show of the Town Hall/ Police Department that showed a couple of requested changes that include changing the back side exit from a ramp to a landing with stairs; extending the Town Clerk's office to make it private and to give more storage space; and putting a restroom near the Town Manager's office. Mr. Stewart has prepared the changes,

but needs instruction to get the costs associated with it. Mayor Holden explained why a bathroom was requested and how it could be beneficial for the Town Manager.

Mr. Stewart went over the color scheme that was selected and incorporated into the bid documents. He will need to check with the contractor to see if there would be any cost associated with changing the scheme, but he needs a decision as soon as possible so the furniture can match the color scheme. Mr. Stewart explained that the stormwater was not part of the original bid and that he is trying to negotiate some of the costs associated with the change out of the general contractor's contract. Town Manager Hewett stated that as of May 13, 2008 the Town had spent \$410,580 and at this time no changes have been made to the original contract.

#### **DISCUSSION AND POSSIBLE APPROVAL OF PAVILION USE POLICY**

Commissioner Glander explained that the new Public Area Improvement Committee met for the first time today and requested to have a little more time to review the policy that was proposed by the previous committee.

#### **DISCUSSION AND POSSIBLE NOMINATION OF INDIVIDUAL TO UPCOMING VACANCIES ON THE COASTAL RESOURCES COMMISSION**

Mayor Holden explained that Dr. Gore is currently on the CRC and he is eligible to be re-nominated, but he is very sick and may not be able to complete another term. Mayor Pro Tem Miller spoke with Harry Simmons and he recommended Joseph Gore or James Leutze.

*Motion by Commissioner Glander to nominate James Leutze to the upcoming vacancy on the CRC; second by Commissioner Staley; approved by unanimous vote.*

#### **DISCUSSION AND POSSIBLE SCHEDULING OF A DATE FOR A PUBLIC HEARING ON THE UPDATE TO THE HAZARD MITIGATION PLAN**

Mayor Pro Tem Miller recommended scheduling the public hearing on June 24, 2008 at 7:00 p.m. so the proposed Hazard Mitigation Plan can be completed and be available for review. The Board came to a consensus to have the public hearing at that time.

#### **DISCUSSION AND POSSIBLE SCHEDULING OF A DATE FOR THE NEXT BUDGET WORKSHOP**

Town Manager Hewett intends to deliver his budget message by June 1, 2008. The Board came to a consensus to hold the next workshop on Wednesday, June 4, 2008 at 9:30 a.m.

#### **DISCUSSION AND POSSIBLE SCHEDULING OF A DATE FOR A PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2008 – 2009**

The Board came to a consensus to hold the public hearing on the proposed budget on June 24, 2008 immediately following the public hearing on the Hazard Mitigation Plan.

#### **DISCUSSION AND POSSIBLE APPROVAL OF AMENDED CONTRACT BETWEEN THE TOWN OF HOLDEN BEACH AND THE HOLDEN BEACH CHAPEL FOR THE USE OF THE FELLOWSHIP HALL**

Town Manager Hewett explained that the agreement was amended to include replacement of carpet once the Town vacates the premises. The estimated charge is \$6,000. He stated the Town would make a donation to the

Chapel equal to the replacement cost of the carpet. Mayor Holden stated that the reason for the amendment is that the number of meetings exceeded the original ones agreed upon between the Town and the Chapel. Commissioner Staley stated that it is was his understanding that the Chapel didn't ask for the amendment. He spoke with Mr. Bass and Chaplain Gray and they said it would be a nice gesture, but that they were not asking for any changes to the contract. Commissioner Staley inquired if the Town would like to pay the entire amount or a portion of the replacement cost. He explained we are forgiving the water/ sewer bill and didn't charge for the sewer hook-up.

*Motion by Mayor Pro Tem Miller to accept the agreement; second by Commissioner Glander.*

Commissioner Staley stated that he didn't say he couldn't support it and he wouldn't vote against a donation to the church. He was just asking if the Board thought it was the proper amount. Mayor Pro Tem Miller stated it sounds reasonable.

*The motion was approved by unanimous vote.*

### **TOWN MANAGER'S COMMENTS**

- EOC - DOT has issued the driveway permit. We are waiting for inspection on the work that has been completed thus far. Received the easement for power over the weekend. They anticipate going live with the power on Thursday. Haven't addressed the waste disposal system because we are waiting until the driveway and power are taken care of first. Right Angle Engineering will be onsite June 2<sup>nd</sup>. We'll probably need to place another pipe across the DOT state road in order to handle the runoff that is now going across Mr. Fulford's access easement to his subdivision. The garage doors never appeared, so they went to another contractor to get them. Mr. Stewart explained that we did get some air conditioning units that were different from the specs, but his engineer was down here last Friday. He worked out the situation and everything is fine.
- The Emergency Preparedness Committee participated in an exercise with Brunswick County last week. We need volunteers for the evacuation teams. The All Hazard Workshop is scheduled for June 5<sup>th</sup>.
- Performed a spot check on employees that have take home vehicles. The IRS has specific rules on taxation for take home vehicles. The check shows the Town has not been crediting that benefit to those employees that have take home vehicles. Requested that the auditor provide an opinion and their assessment on what should be done. Will forward it to the Audit committee for their review and recommendations
- Have a request for financial information on dredging accounts. Had BB&T run a complete history on the dredging account transaction to make sure the full picture is captured before the information is distributed. BB&T needs to consult with their Charlotte Office. Information will be provided once all information is verified.
- The traffic circle Chief Layne put into place on Saturday was a success. Based on feedback, it may have hurt some of the local real estate offices. Will continue to monitor the situation.
- Courtesy Patrol was out on the beach this weekend. The big complaint is dogs not on a leash. Chief Layne has increased patrol on the beach. Some dogs were removed from the beach.
- Had a proposal from the County to perform tax collections for the Town. After reviewing it in depth, this is not for us because they wouldn't collect assessments.
- The Town has a utility easement down Coquina Drive. The easement is coincidental for an ingress/ egress for about 12 lots. There is a property owner near the end that is taking exception to our maintaining the easement. It is the administrative position that we will continue to maintain the easement.
- Thanked HB Renourishment Association for the recent vegetation and fertilizer that was applied before Memorial Day.

- Jordan Boulevard - Public Works will be installing the waterline and terraced steps to the Corps' area. Based on the Board's budget improvements from last meeting we lined up electrical, fence and gutter contractors. The protective coating will have to be coordinated with the Concerts by the Sea.

### **MAYOR'S COMMENTS**

- Emergency volunteers are still short in number. If you would consider volunteering for the emergency program please contact Town Clerk Finnell.
- Was speaking with Representative Bonner Stiller a little while ago. Was embarrassed at the POA Meeting because he was hit with questions on the new no wake zone that was proposed in Holden Beach. Congressman McIntyre in the past worked on putting a no wake zone from Rogers Street down to the east side of the bridge just beyond Betty's Waterfront Restaurant. There isn't signage or enforcement of current regulations. Wildlife, Coast Guard and many others go through the area at high speeds. Apparently, there have been some incidents at the inlet that Representative Stiller feels are important enough to put forward this bill that would extend the no wake zone to the inlet and just beyond. The problem is how to make the public aware of it and who would enforce it if it is passed. Will be meeting with Representative Stiller and will be talking with Senator Soles who put a Senate bill in piggybacking the House bill. Received communication from Senator Soles saying he was following the request of Representative Stiller. The bills have not been passed at this time.
- This past Sunday the crowd at the Pavilion was larger than expected. It was a very good event.
- Had a couple of complaints about the debris on the property behind Brunswick Avenue, where the spoil area is. Spoke with Town Manager Hewett and was advised the dump truck was not working, but it has been fixed. Public Works Director Clemmons will have the debris removed as soon as possible.
- Relocation of traffic pattern- had lots of positive comments and some negative comments from people who said they couldn't make turns in certain direction. There is no perfect solution, but it was a good try to improve it. Will hear a report from Chief Layne at the next meeting.
- The dredge is back in the Lockwood Folly Inlet. Have received several reports on boats hitting bottom. Not sure how long the dredge will be there. Didn't expect to get the dredge and is very appreciative of it being there. Cautions everyone to remember where the Civil War shipwrecks are because they are not marked.
- Heard lots of good comments about the south end of the Holden Beach Bridge. Town had some shrubbery work done. A lot of the people this past Sunday thanked the Town for beautifying the south end of the bridge. Looks as good as he's ever seen it look. Kudos to the staff, the garden club and whoever else was involved.

### **BOARD OF COMMISSIONERS' COMMENTS**

#### Mayor Pro Tem Miller

- Thanked everyone for coming to the concert on Sunday. It was lots of fun.
- In addition to volunteering for evacuation teams, as of July 1<sup>st</sup> there will be appointments to the Planning & Zoning Board and Board of Adjustment. Let Town Clerk Finnell know if you are already on a Board and would like to be reappointed. If anyone is interested let Town Clerk Finnell know.
- Saw the dogs out on the beach, hers was on a leash.

#### Commissioner Lehr

- Last Friday had two good meetings. One was the Dredging Workshop. Would like to complement the canal association people who attended. Thinks they made a lot of headway.
- At the last meeting there were a few things at the EOC that could have been problems. Thanked Town Manager Hewett and Town staff for getting the items under control.

Commissioner Glander

- Inquired on the grant for the study for a bike path. Planning & Inspections Director Walker explained that Don Eggert with the Cape Fear Council of Governments was meeting and working with the Town to make an application for a study grant. No response back at this time. Commissioner Glander would like staff to follow-up on the status. Commissioner Staley added that a committee was formed.

Commissioner Staley

- Congratulated Courtesy Patrol members. Everyone was rehired. Sure they will do a good job again this year.
- It was a good dredging meeting. Everyone was very positive and cooperative.
- Asked Chief Layne if we hired a 10<sup>th</sup> officer. Chief Layne explained he is in process of hiring one which brings the number to nine. Town Manager Hewett confirmed we are still budgeted for 10 slots. Chief Layne interviewed four applicants and is currently hiring one of them. The other position is being held until some point in the future.

**PUBLIC COMMENTS**

No comments were made.

**ADJOURNMENT**

*Motion to adjourn by Commissioner Glander at 8:09 p.m.; second by Commissioner Staley; approved by unanimous vote.*

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J. Alan Holden, Mayor

ATTEST:

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Heather Finnell, Town Clerk