

MINUTES
OAK ISLAND TOWN COUNCIL
REGULAR MEETING
NOVEMBER 14, 2017 – 6 P.M.
COUNCIL CHAMBERS - OAK ISLAND TOWN HALL

Present: Mayor Cin Brochure, Mayor Pro Tempore Loman Scott, Council members Sheila M. Bell, Charlie K. Blalock, Dara F. Royal and Jeff Winecoff, Town Manager David Kelly, Town Attorney Brian Edes and Assistant Manager/Town Clerk Lisa P. Stites.

Mayor Brochure called the meeting to order at 6 p.m. Mayor Pro Tempore Scott gave the invocation and led the Pledge of Allegiance to the flag of the United States of America.

PUBLIC HEARING 1: Mayor Brochure said that the purpose of the public hearing was to receive citizens' comments on a proposed amendment to Section 18-113(f), regulations for the airport (AD) zoning district. She read a description of the request from the memo, a copy of which is attached and is hereby made a part of these Minutes. The amendment would allow RVs, etc. to be stored (not used for a dwelling) in the airport district.

Howie Franklin, director of the Cape Fear Regional Jetport: Mr. Franklin said the Jetport's Board of Directors appreciated Council's consideration for the proposed text amendment.

Councilor Royal made a motion to close the Public Hearing at 6:03 p.m. Councilor Winecoff seconded and the motion passed unanimously.

PUBLIC HEARING 1 ACTION: **Councilor Royal made a motion to approve the amendment to Sec. 18-113(f) as presented and to adopt the associated plan consistency statement. Councilor Bell seconded and the motion passed unanimously.**

PUBLIC HEARING 2: Mayor Brochure said that the purpose of the Public Hearing is to receive citizens' comments on a proposed amendment to Section 18-172 - Design Requirements (driveways). The Mayor read a brief description of the proposed amendment, a copy of which is attached and made a part of these Minutes.

Michael Fiorino, Barbee Boulevard: Mr. Fiorino said that he lives on a corner lot on Barbee Boulevard, and that he is looking to put a third parking spot on the long side of the corner, both for access and for traffic flow.

Mary Ann Brewer, 3524 E. Pelican Drive: Ms. Brewer said that she looks at all this construction and all of the little narrow concrete driveways going in; she thinks there is not enough room for parking. She said that all houses should have enough driveway space to park the cars for their house. She said it did not make sense to not allow people to have sufficient driveway space. She said that she was lucky; she has gravel and she can park a bunch of cars at her house.

Councilor Blalock made a motion to close the Public Hearing at 6:07 p.m. Councilor Bell seconded and the motion passed unanimously.

PUBLIC HEARING 2 ACTION: **Councilor Royal made a motion to approve the proposed text amendment as it appears in the packet and to adopt the associated plan consistency statement. Councilor Winecoff seconded the motion and it passed unanimously.**

PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS

1. Presentation – FY 2016-17 Audit: Matt McLean with S. Preston Douglas and Associates gave an overview of the audit for the 2016-17 fiscal year. A copy of the audit presentation is attached and is hereby made a part of these Minutes. Mr. McLean said the Town is in a good net position. The total tax collection rate is 98.61 percent. Mr. McLean said the Town’s staff and procedures provide a strong internal control environment. Mayor Brochure praised the work of Finance Director Dave Hatten and thanked him for the work he does. Councilor Royal said that this is the best audit she’s seen for the Town and that the Town has never been in a better financial position.

2. Presentation - Update on beach projects: Johnny Martin with Moffatt & Nichol gave a presentation on the Town’s various projects, including the FEMA Emergency Dune Restoration Project, the Wilmington Harbor Project, and the Sea Turtle Habitat Restoration Project. A copy of the presentation is attached and made a part of these Minutes.

ADJUSTMENT/APPROVAL OF THE AGENDA

Councilor Winecoff removed 6, Approval of Amendment to Fee Schedule (permit fee for A-frame/feather signs) and 7a Approval of Budget Ordinance Amendments - To appropriate funds for lights for tennis and pickleball courts. A discussion of Specific Personnel was added to the closed session. **Councilor Royal made a motion to approve the agenda as amended. Councilor Bell seconded and the motion passed unanimously.**

PUBLIC COMMENTS - GENERAL TOPICS & AGENDA ITEMS

Rosanne Fortner, here for Beach Preservation Trust Fund Advisory Board: Ms. Fortner said there is an open spot on the Board; she encouraged applicants who are already members and who participate in activities. There is also always a need for more members.

COUNCIL REPORTS (MAYOR AND COUNCIL)

Mayor Brochure congratulated Loman Scott on his re-election and welcomed incoming member John Bach. She also thanked all the candidates for their interest in serving. Mayor Brochure said Councilors Winecoff and Charlie Blalock would work with the Town Manager. Councilors Blalock and Winecoff will work on a business plan for the Pier and Mayor Pro Tempore Scott and Bell will work on marketing and memorials.

Councilor Royal suggested that Council take time to review the decal parking in town.

Councilor Blalock said the tone during election season was very polite.

Councilor Winecoff said he’d attended the NCBIWA conference and that there was a lot of good information shared. He also suggested adding a Town Hall meeting every four months to the 2018 schedule (maybe in February, June and October).

Mr. Edes clarified that the Council members working on the Pier items would be working informally with staff rather than serving on an official task force (subcommittee).

REGULAR MEETING:

I. CONSENT AGENDA

- a. October 10, 2017 (Public Hearing & Regular Meeting)
2. Approval of Contract for Golden Leaf Foundation grant
3. Adoption of Sec. 24-TBD - Household Waste Collection Facilities
4. Approval of Sending Letter in Support of Making U.S. 74 an Interstate
5. Approval of Staff Request to Issue a Request for Proposals for Real Estate Services

- ~~6. Approval of Amendment to Fee Schedule (permit fee for A-frame/feather signs)~~
7. Approval of Budget Ordinance Amendments
 - ~~a. To appropriate funds for lights for tennis and pickleball courts~~
 - b. To appropriate funds received in settlement
 - c. To appropriate funds to lease an ice machine for the Oak Island Pier
 - d. To appropriate funds for rental of a Polaris for the Beach Ambassador Program
8. Approval of Bid for Constructing Fishing-T at Veterans Park

Councilor Bell made a motion to approve the Consent Agenda as amended. Councilor Blalock seconded and the motion passed unanimously.

II. ITEMS REMOVED FROM CONSENT AGENDA, IF ANY

6. Approval of Amendment to Fee Schedule (permit fee for A-frame/feather signs): Councilor Winecoff said that there was no sense in creating a new fee mid-year, and suggested that it be considered during the budget process. **Councilor Winecoff made a motion to eliminate the fee until July 1, 2018. Councilor Bell seconded the motion and it passed unanimously.**

7a. Councilor Winecoff said that he had a concern about the lights all over, not just these particular sets. He would rather look at doing one overall project and get a better price to do it at once. Mr. Edes said that to the extent there may be a dangerous condition, he said staff needs to make safeguards so no one gets hurt. Councilor Winecoff said that staff had done that but that he wants to address the whole area going forward. Staff will bring back a price for the whole project.

III. COMMITTEE APPOINTMENTS

1. Beach Preservation Trust Fund Advisory Board (one term ending September 2020)
 - a. Gerry Hardee: Ms. Fortner confirmed that the applicant is not a member of the Society yet. Council declined to make an appointment.

IV. ADMINISTRATIVE REPORTS

1. Town Manager: Mr. Kelly said that the odor control project should be on schedule to start next month. We are still working to get the permit for rebuilding the Pier. A Special Meeting will be scheduled, hopefully for the 20th, to approve the contract.
 - a. Department Reports are attached and are hereby made a part of these Minutes.
2. Town Attorney: Mr. Edes said that the time for petitioning for a rehearing in the Nies vs. Emerald Isle case has passed.

V. OLD BUSINESS (none)

VI. NEW BUSINESS

1. Discussion of Draft Unified Development Ordinance (UDO): Councilor Royal said that she had prepared a list of topics that Council should review in considering the draft UDO. Councilor Royal said that a couple of the major things are the duties of the Planning Board (would be the decision-making body on Special Use Permits, currently called Conditional Use Permits), changes in procedures for approval of plats, makes a distinction between site plans and Special Use Permit applications, the Table of Uses is greatly expanded (287 uses versus the current 135), there will be some things made non-conforming with the new districts, changes in zoning districts and changing PUDs to a district instead of a use, density standards will be the same for residential but others changed, new building façade requirements, and overhauls in the sign regulations and definitions as well. Mayor Brochure thanked Councilor Royal for her work on this. Councilor Winecoff said that he thought Council should have workshops in January to review the draft UDO by sections.

VII. CLOSED SESSION: Councilor Blalock made a motion to go into Closed Session at 7:26 p.m. to discuss Specific Personnel and to Consult with the Town Attorney on Pending and Potential Litigation pursuant to N.C.G.S. 143-318.11(a)(3) and (6). Mayor Pro Tempore Scott seconded and the motion passed unanimously.

Council returned to open session at 8:32 p.m. Mayor Brochure noted that no action had been taken in Closed Session.

Councilor Royal made a motion to increase the Town Manager's salary 5 % per the contract and the personnel policy and to extend the residency requirement one year while Council explores changes to the Town Charter. Councilors Bell and Winecoff seconded and the motion passed unanimously.

Councilor Blalock made a motion to adjourn at 8:32 p.m. Councilor Bell seconded and the motion passed unanimously.

Cin Brochure, Mayor

ATTESTED: _____
Lisa P. Stites, CMC
Assistant Manager/Town Clerk

Clerk's Statement: Minutes are in compliance with the open meetings laws. The purpose of minutes per the open meetings laws is to provide a record of the actions taken by a Council or a Board and evidence that the actions were taken according to proper procedures. All actions of the Council are recorded in the official minutes. Not all portions of Town of Oak Island meetings are recorded verbatim in the official minutes, with general discussion items, reports, presentations, and public comments being paraphrased or summarized in many instances. Public comments in writing should be submitted to the clerk via hard copy, electronic mail, or other means so as to ensure an exact verbatim account. The Town of Oak Island provides full coverage of meetings on Government Channel 8 so that the Citizens and the Public may view and listen to the meetings in their entirety.