

**TOWN OF CAROLINA SHORES
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

**June 7, 2021
10:00 a.m.**

DRAFT

Mayor Joyce Dunn called the June 7, 2021 meeting to order at 10:00 a.m. The Pledge of Allegiance was recited and there was a moment of silence. Commissioners present: Joseph J. Przywara, Greg Davis, Bill Brennan and Beverly Mayhew. Also, present: Chad Hicks, Town Administrator and Nicole Hewett, Assistant Town Administrator/Town Clerk.

Members Absent: Commissioner Dee Gray

Also Absent: Julie Munday, Finance Director

Public Hearing on 2021/2022 Fiscal Year Budget:

COMMISSIONER PRZYWARA MADE A MOTION TO OPEN THE PUBLIC HEARING ON THE 2021/2022 FISCAL YEAR BUDGET. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

There were no public comments.

COMMISSIONER PRZYWARA MADE A MOTION TO CLOSE THE PUBLIC HEARING ON THE 2021/2022 FISCAL YEAR BUDGET. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Administrative Reports: Mr. Hicks gave the Administrator Report. (A copy of this report is on file.)

Mr. Hicks said the Closed Session later on the agenda is to go over applicants that we have received for the Office Coordinator position. It was the consensus of the Board of Commissioners to have Mr. Hicks and Ms. Hewett interview the applicants and bring their recommendations to the full Board of Commissioners at a Special Called Meeting to speed up the hiring process.

Mr. Hicks said in regards to East Park, BEMC needs to install the lights out there. Mr. Hicks said the access road situation has been resolved. Mr. Hicks said the Parks Commission is working on a plant plan. Mr. Hicks said there will be a horseshoe pit. Commissioner Przywara said we have a number of children moving into the Town and asked if anybody had checked on playground equipment for them. Mayor Dunn said we have talked about that but it's a huge liability. Mr. Hicks to call the North Carolina League of Municipalities to check on insurance for playground equipment. Mr. Hicks said we can mention the playground equipment to the Parks Commission.

Mayor Dunn asked Mr. Hicks to ask the Parks Commission to check on the greenspace on Country Club because it's just sitting there, maybe some plantings. Commissioner Davis said it's greenspace, that's what they wanted.

Mr. Hicks said the paving projects are complete except the sealing of the cracks at The Farm at Brunswick. Mr. Hicks said this is not on the agenda but this is a good point to bring up an item on his administrator's report. Mr. Hicks said the culvert on Calabash Drive, we started out at about \$36,000-\$38,000 to repair that and the contractor quit returning his calls. Mr. Hicks said we had to rebid it back out. Mr. Hicks said we got two bids back and they are just shy of \$100,000.00. Mr. Hicks said he has to get it fixed. Mr. Hicks said he is waiting on two more bids. There was discussion on this item. It was the consensus of the Board that it has to be done and get it fixed.

Public Works Department: Report on file. Mr. Hicks said that Public Works is running great and they are still waiting on the backhoe. Mr. Hicks said they are a great group of people and he is proud of them.

Public Safety Department: Report will be emailed to the Board of Commissioners.

Finance Report: (A copy of this report is on file with the Town Clerk). Mr. Hicks said we are in good shape with everything.

Mayor Dunn asked about how we notify residents when they call in regarding service requests. Mr. Hicks said that he will confirm with Mr. Edwards how that notification is handled but he usually calls the residents and a standard letter is generated.

Mayor Dunn said she talked to Joe Watts. Mayor Dunn said that he asked that she mention they are having a problem with people walking on our easements. Mayor Dunn said apparently there is a big ditch over by Topsail Drive and it's a good way to walk up to Calabash to get to the pancake place. Mayor Dunn said it's getting used a lot because people are liking to walk through there. Mayor Dunn said he asked if there is anything we can do. Mayor Dunn said we don't police that but just wanted to pass it along to the Board. Mr. Hicks is going to check on it even though we have an easement, he thinks the POA may own it.

Committee & Volunteer Group Reports:

Commissioner Mayhew said the new people were sworn in at the Parks Commission and the Commission is now full. Commissioner Mayhew said the Commission is in favor of having Hughes & Hughes Nursery meet them at the park and look at putting up some barriers between the pickleball court and the dog park. There was discussion on a sign. It was the consensus of the Board of Commissioners to keep the sign uniform like the sign at Town Hall and just have the Town of Carolina Shores Park on the sign. Mr. Hicks will check on trash cans for the park and anchor them down. Commissioner Mayhew said they even talked about their role at the concert. Mayor Dunn asked about getting Town shirts for the Parks Commission. Commissioner Mayhew said they talked about doing a grand opening. It was the consensus of the Board to hold off until more of the items are taken care of there.

Consent Agenda:

COMMISSIONER DAVIS MADE A MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:

- Year End Budget Amendments Ordinance 21-6
- Emergency Operation Plan Revision – Resolution 21-6
- BOC Regular Meeting Minutes – December 7, 2020

COMMISSIONER BRENNAN SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Old Business:

None

New Business:

Discussion and Possible Adoption of Proposed FY 2021/22 Budget:

There was discussion on this item. Mr. Hicks said we cleaned up some wording but it didn't affect any numbers.

COMMISSIONER BRENNAN MADE A MOTION TO APPROVE AND ADOPT THE FY 2021/22 FY BUDGET. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Proposed Animal Control Ordinance Changes:

There was discussion on this item. It was recommended to strike the section on the dog license and on Section 81.23, where it says police officer; we want to add "or any designated Town employee". Mr. Hicks said he would like to keep this document except for the two changes mentioned above.

COMMISSIONER DAVIS MADE A MOTION TO APPROVE ORDINANCE 21-7 AS WRITTEN EXCEPT FOR THE TWO CHANGES AS DISCUSSED ABOVE. COMMISSIONER PRZYWARA SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Discussion and Possible Adoption of Preliminary Plats Eagle Run Phase2 and 3:

Commissioner Przywara said the Planning Board recommended the preliminary plats for Eagle Run Phase 2 and Phase 3.

COMMISSIONER DAVIS MADE A MOTION TO APPROVE THE ADOPTION OF THE PRELIMINARY PLATS FOR EAGLE RUN PHASE 2 AND PHASE 3. COMMISSIONER PRZYWARA SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Discussion on Speed Display Signs:

Mr. Hicks said Ms. Treglia went through the data on the speeding and the three top areas of non-compliance are: Pinewood, Carolina Shores Blvd. and the Parkway. Mr. Hicks said he would like to go ahead and get four of the speed signs that do a display and let's try them. Mr. Hicks said we can put them up and move them. Mr. Hicks said they are just under \$10,000.00.

It was the consensus of the Board of Commissioners to go ahead and order the speed limit signs with the display. There was discussion on the special poles required at The Farm at Brunswick. Mr. Hicks said he is pretty sure they can affix them to whatever pole they have. Mr. Hicks will work with Commissioner Przywara on placement of signs. Mr. Hicks said compliance there now is pretty good.

Reappointment of Marlene Vandergrift and Daniel O’ Reilly to Planning Board 3Year Term:

COMMISSIONER DAVIS MADE A MOTION TO APPROVE THE REAPPOINTMENT OF MARLENE VANDERGRIFT AND DANIEL O’REILLY TO THE PLANNING BOARD. COMMISSIONER PRZYWARA SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Audit Contract for FY 2020/21:

Mr. Hicks said this audit contract would be with W Greene PLLC.

COMMISSIONER DAVIS MADE A MOTION TO ACCEPT THE FY 2020/2021 AUDIT CONTRACT WITH W GREENE PLLC. COMMISSIONER MAYHEW SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Discussion on Solicitation for Bids (Canal Repairs):

Mr. Hicks said the RFP’s that you see in the packet were put together by East Coast Engineering. Mr. Hicks said there are some canals that we took ownership of and they are caving in and encroaching people’s yards. Mr. Hicks said we have to get it fixed and he has no clue what it is going to cost. Mr. Hicks said there are eight contractors that are going to bid it out. There was discussion on possibly using the ARP funds.

Discussion of American Rescue Plan Funds and Possible Expenditures:

Mayor Dunn said we would get 500,000.00 this year and \$500,000.00 next year and it needs to be spent by 2024. There was discussion on how to track the funds spent.

Public Comment:

None

Mayor & Commissioner Comments:

Commissioner Mayhew – None

Commissioner Davis – Commissioner Davis said after consideration, he running for reelection for his seat.

Commissioner Brennan - None

Commissioner Przywara – Commissioner Przywara said he talked to Mr. Hicks yesterday. Commissioner Przywara said he recognized the same truck with a trailer dumping vegetative waste. Commissioner Przywara said he asked Mr. Hicks to check into it. Mr. Hick said some of the smaller landscape guys that are doing work in the neighborhoods have been disposing there. Mr. Hicks asked the Board how strict do they want to be.

It was the consensus of the Board of Commissioners to enforce the restrictions about commercial dumping and they have to have a sticker.

Commissioner Przywara said he has been Mayor Pro Tem a number of times and he is going to run

for Mayor.

Commissioner Gray – Absent

Mayor Joyce Dunn – Mayor Dunn said she would like to start trying to have food truck day at Town Hall. Mayor Dunn said she thinks it would be a great attraction. Mayor Dunn said she would like us to work on having a Facebook page. Mayor Dunn said she thinks we need to join the real world and all towns have a Facebook page now. Mayor Dunn said you can keep it one way and the Town could use it to make announcements. Mayor Dunn said even the schools do it and we are the only Town not doing it. Mayor Dunn said that she has a formatted one that she created awhile back and it would be very easy to turn it over to Town staff.

It was the consensus of the Board of Commissioners to go ahead and try it as long as it is one way. Mr. Hicks said he just doesn't want residents to rely on that for emergency information.

Closed Session Pursuant to N.C.G.S. 143-318.11(a)(6) Personnel Matters:

As it was not needed, the Closed Session was cancelled/None

Adjourn:

COMMISSIONER BRENNAN MADE A MOTION TO ADJOURN THE BOARD OF COMMISSIONERS REGULAR MEETING OF JUNE 7, 2021 AT 11:00 A.M. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Mayor

Submitted by:

Nicole L. Hewett, Assistant Town Administrator/Town Clerk