

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

August 4, 2016

2:00 p.m.

Mayor Joyce Dunn called the August 4, 2016 meeting to order at 2:05 p.m. The Pledge of Allegiance was recited and there was a moment of silence. Commissioners Present: Mary Timothy, Gere Dale, John E. Manning, Greg Davis and Bill Brennan. Also Present: Jon Mendenhall, Town Administrator and Nicole Marks, Town Clerk.

Absent: None

Others Absent: None

Agenda Adjustments:

COMMISSIONER MANNING MADE A MOTION TO ADD THE PERSONNEL POLICY MANUAL ADDITIONS AS ITEM 8 UNDER NEW BUSINESS AND TO ADD VOLUNTEER HANDBOOK & POLICY MANUAL CREATION AS ITEM 9 UNDER NEW BUSINESS. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Public Comment on Agenda Items:

None

Consent Agenda:

COMMISSIONER BRENNAN MADE A MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS.

- Approval of Minutes: Regular Meeting July 11, 2016 and July 14, 2016 and Closed Session July 14, 2016

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

Administrative Reports:

Mr. Mendenhall gave the following reports:

Code Red – Mr. Mendenhall said the Reverse 911 system is in the process of being set up and we have added that to our webpage and will be doing an e-mail out to everyone on that. Mr. Mendenhall said this is for emergency notification.

Street Safety – Mr. Mendenhall said we have submitted out to the public via our e-mail Listserve information on how to use our street safely whether you walk, bike. Mr. Mendenhall said if you haven't signed up for the e-mail Listserve, I encourage you to do so. Mr. Mendenhall said we have 156 members now.

Development Agreement - Mr. Mendenhall said he is not requesting any action today from the Board as we have to meet the Public Hearing requirement notice. Mr. Mendenhall said this item will be on the Board of Commissioners September agenda.

Public Hearings:

Calabash Lakes Phase 4 Rezoning Public Hearing (R-8 to PRD):

COMMISSIONER BRENNAN MADE A MOTION TO OPEN THE PUBLIC HEARING ON THE CALABASH LAKES PHASE 4 REZONING R-8 TO PRD. COMMISSIONER MANNING SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

There was no public comment.

COMMISSIONER MANNING MADE A MOTION TO CLOSE THE PUBLIC HEARING ON THE CALABASH LAKES PHASE 4 REZONING R-8 TO PRD. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Old Business:

None

New Business:

Second Reading and Adoption of an Ordinance To Amend the Zoning Map for Phase 4 of Calabash Lakes Subdivision from R-8 to PRD:

COMMISSIONER DAVIS MADE A MOTION TO APPROVE THE SECOND READING AND ADOPTION OF ORDINANCE 17-1 TO AMEND THE ZONING MAP FOR PHASE 4 OF CALABASH LAKES SUBDIVISION FROM R-8 TO PRD. COMMISSIONER BRENNAN SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE

Second Reading and Adoption of an Ordinance Amending Chapter 60: Business Registration of the Code of Ordinances:

COMMISSIONER DALE MADE A MOTION TO APPROVE THE SECOND READING AND ADOPTION OF ORDINANCE 17-2 AMENDING CHAPTER 60: BUSINESS REGISTRATION OF THE CODE OF ORDINANCES. COMMISSIONER MANNING SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE

Consideration of an Encroachment Agreement for the Carolina Shores Property Owners Association:

COMMISSIONER TIMOTHY MADE A MOTION TO APPROVE THE CONSIDERATION OF AN ENCROACHMENT AGREEMENT FOR THE CAROLINA SHORES PROPERTY OWNERS ASSOCIATION. COMMISSIONER MANNING SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Resolution R 17-5 of the Town of Carolina Shores Amending the Personnel Policy Manual:

There was discussion on the FLSA Classification Plan, On-Call Policy, Cell Phone Reimbursement Policy and Training Incentive Policy.

COMMISSIONER BRENNAN MADE A MOTION TO APPROVE RESOLUTION R 17-5, A RESOLUTION OF THE TOWN OF CAROLINA SHORES AMENDING THE PERSONNEL POLICY OF THE TOWN. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Resolution R 17-6 of the Town of Carolina Shores Adopting a Volunteer Policy:

There was discussion on this item.

Commissioner Brennan asked for a small typographic change on the first page of the Volunteer Policy under “OUR PHILOSOPHY” to remove the - and change to Volunteers = Community + Service. It was the consensus of the Board to make that change.

COMMISSIONER DAVIS MADE A MOTION TO APPROVE RESOLUTION R 17-6, A RESOLUTION OF THE TOWN OF CAROLINA SHORES ADOPTING A VOLUNTEER POLICY WITH AN AMENDMENT TO ADD “ALL DECISIONS ON SUCH MATTERS ARE SUBJECT TO THE APPROVAL OF THE ENTIRE BOARD OF COMMISSIONERS AS REQUIRED” AS THE LAST SENTENCE UNDER NOW, THEREFORE BE IT RESOLVED. COMMISSIONER BRENNAN SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Public Comment:

Walter Goodenough, 905 Palmer Dr. – Mr. Goodenough said this is on reference to a comment Mr. Dale made during his conversations on Monday regarding plastic bags from food companies and using reusable bags. Mr. Goodenough said what would be Mr. Dale’s proposal and or the Board’s proposal for all those people who have pets and own pets and walk their pets and pick up the pets leavings if plastic bags are eliminated from the Town’s trash. Mr. Goodenough said I don’t think reusable bags will work.

Mayor and Board of Commissioners Comments:

Commissioner Davis – Commissioner Davis said he wanted to remind everyone that the Board of Commissioners changed their September meeting dates to the following week on Monday and Thursday after Labor Day, not the week of Labor Day.

Commissioner Timothy– None

Commissioner Manning – Commissioner Manning said he wanted to thank the Town Administrator for following on the recommendations he had with the agreement with the POA.

Commissioner Dale – None

Commissioner Brennan – Commissioner Brennan said he was able to attend a quarterly POA meeting in The Village on Monday evening. Commissioner Brennan said when it came his turn to speak about things going on at Town Hall, he mentioned the picnic and everybody asked him

questions that he really couldn't answer, what time does it start and things like that. Commissioner Brennan said so we need to get some information out regarding the picnic and that is point number one and there did seem to be a lot of interest in the picnic. Commissioner Brennan said the other issue is an issue that we have gone around before and there had to be at least ten people who stood up and complained about speeding on Waterview and Palmer Drive. Commissioner Brennan said the only advice he told everybody is that we are aware but there is not a lot we can do and the Sheriff doesn't seem too interested. Commissioner Brennan said that somebody said well it seems like people are coming in and speeding and 5, 10 minutes later you see them speeding out which makes it somewhat suspicious activity. Commissioner Brennan said he told them to call the Sheriff's Office and tell them that you are seeing this traffic pattern, strange car in and out. Commissioner Brennan said they have had four drug raids. Commissioner Brennan said nobody has a monopoly on that; it was a big topic of conversation.

Mayor Dunn – None

Closed Session:

COMMISSIONER DALE MADE A MOTION TO GO INTO CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11 (a)(6) PERSONNEL. COMMISSIONER MANNING SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

COMMISSIONER DAVIS MADE A MOTION TO COME OUT OF CLOSED SESSION AND GO BACK INTO REGULAR SESSION. COMMISSIONER MANNING SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

COMMISSIONER DALE MADE A MOTION TO AUTHORIZE THE TOWN ADMINISTRATOR TO TAKE THE TWO PERSONNEL ACTIONS AS DISCUSSED IN CLOSED SESSION. COMMISSIONER MANNING SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Adjourn:

COMMISSIONER BRENNAN MADE A MOTION TO ADJOURN THE AUGUST 4, 2016 BOARD OF COMMISSIONERS MEETING. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR DUNN CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Mayor

Submitted by:
Nicole Marks, Town Clerk