

**TOWN OF CAROLINA SHORES  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
July 3, 2013  
2:00 p.m.**

Mayor Walter B. Goodenough called the July 3, 2013 meeting to order at 2:00 p.m. The Pledge of Allegiance was recited and there was a moment of silence. Commissioners present: Joseph Przywara, John Russo, Bill Brennan, Joyce Dunn and Greg Davis. Also present: Mike Hargett; Town Administrator and Nicole Marks; Town Clerk.

Absent: Julie Munday; Finance Director and Chuck Riggins, Building Inspector

**Approval of Agenda:**

COMMISSIONER DUNN MADE A MOTION TO APPROVE THE JULY 3, 2013 MEETING AGENDA. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR GOODENOUGH ASKED IF THERE WERE ANY DISCUSSION. MAYOR GOODENOUGH CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

**Public Comment on Agenda Items:**

None

**Consent Agenda:**

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

- June 3, 2013, BOC Pre-Agenda Meeting Minutes
- June 6, 2013, BOC Regular Meeting Minutes

COMMISSIONER RUSSO SECONDED THE MOTION. MAYOR GOODENOUGH ASKED IF THERE WERE ANY DISCUSSION. MAYOR GOODENOUGH CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

**Resolution Authorizing the Finance Director to Solicit Bids for the Carolina Shores Drive Resurfacing Project:**

COMMISSIONER PRZYWARA MADE A MOTION TO APPROVE THE RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO SOLICIT BIDS FOR THE CAROLINA SHORES DRIVE RESURFACING PROJECT. COMMISSIONER DUNN SECONDED THE MOTION. MAYOR GOODENOUGH ASKED IF THERE WERE ANY DISCUSSION. Commissioner Brennan expressed concern regarding the 2” overlay being too high for driveways

and intersections. Commissioner Brennan said that perhaps they could look at alternatives such as milling down 2' and then put 2' back on so then there would be no issues. Commissioner Brennan said there are 55 driveways and 21 entrances and would feel more comfortable if they could get more bids or other options. Commissioner Dunn asked if there were other areas the Board could look at for comparison. Mr. Hargett, Town Administrator said there are a few concrete driveways but most are gravel. Mr. Hargett said that the Carolina Shores Parkway has a much higher volume of traffic. Mr. Hargett said his view is that milling is not necessary based on the opinions of the Town Engineer and contractor who handle these situations routinely. Mr. Hargett said the Aimee Drucker, Town Engineer is qualified and that milling should not be included in the specifications because it could reduce the amount of bids that the Town receives and it is extremely important to get as many bids as possible. Mr. Hargett said he strongly recommends the Town Engineers specifications on this project. Commissioner Przywara asked Ms. Drucker the impact of the size and amount of vehicles and how much it would compress or spread. Ms. Drucker verified that the dirt doesn't compact too much and won't spread anymore. Mr. Hargett said that there is a year warranty on the project and the contractor would be obligated to come back and correct those and any other issues. Commissioner Brennan said the milling process should be done and if a contractor is not qualified to handle this, then they shouldn't be contractors. Commissioner Dunn asked what the cost difference would be. Commissioner Davis asked Ms. Drucker if she contacted paving companies that don't mill. Mayor Goodenough said they could put the bid out with milled or not milled specifications. Mr. Hargett said that information from contractors is as equally valuable as engineers and they should rely on both and the answer has already been provided. Mr. Hargett said he is very confident with the specifications and 3 miles of milling is not necessary on local roads. Commissioner Russo asked if this is acceptable for the State of NC and Ms. Drucker said yes. Ms. Drucker said that she has checked out numerous roads from Little River to Shallotte and most have an overlay. Commissioner Brennan said that he is still not convinced. Commissioner Przywara said in his experience, milling the road doesn't control the spreading. Commissioner Davis asked if there were any curbs. Ms. Drucker said there are no curbs. MAYOR GOODENOUGH ASKED IF THERE WERE ANY FURTHER DISCUSSION. MAYOR GOODNEOUGH CALLED FOR A VOTE AND MOTION CARRIED WITH COMMISSIONERS: DUNN, DAVIS, PRZYWARA AND RUSSO AS YES AND COMMISSIONER BRENNAN AS NO.

**Ordinance Awarding Engineering Services Contract and Making Supplemental Appropriations to the 2013-14 Budget:**

COMMISSIONER DUNN MADE A MOTION TO APPROVE THE ORDINANCE AWARDING ENGINEERING SERVICE CONTRACT AND MAKING SUPPLEMENTAL APPROPRIATIONS TO THE 2013-14 BUDGET. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR GOODENOUGH ASKED IF THERE WERE ANY DISCUSSION. MAYOR GOODENOUGH CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

COMMISSIONER DUNN MADE A MOTION TO WAIVE THE SECOND READING OF THE ORDINANCE AWARDING ENGINEERING SERVICES CONTRACT AND MAKING SUPPLEMENTAL APPROPRIATIONS TO THE 2013-14 BUDGET. COMMISSIONER RUSSO SECONDED THE MOTION. MAYOR GOODENOUGH ASKED IF THERE WERE ANY DISCUSSION. MAYOR GOODENOUGH CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

**Town Administrator Report:**

- There was email traffic on drainage issues pertaining to the Town. Mike thanked staff for being so responsive. The system did work and there were a couple of places that experienced minor flooding which subsided fairly quickly. There is a blockage situation at the t-intersection of Calabash Drive and Niblick Court and its being addressed. Mr. Hargett said in the canal behind us there was water over the pipes approximately 12 feet deep and this is an indication of the volume of runoff the stormwater system was handling.
- There were a few sewer mishaps at the Village at Calabash and Brunswick Utilities was very helpful and he understands this issue has been resolved.
- The Town Code consultant has been in contact with Mr. Hargett and said he has had a chance to review the Town's material. Hopefully that process will get back on track soon.
- Mr. Bob Jones from the Carolina Shores POA confirmed that the mowing agreement has been sent to our Town Attorney. The Town is paying the legal fees.
- There was damage on Waterview and the POA parking lot at the Village at Calabash by Brunswick County Public Utilities. Mr. Hargett suggested to the POA President that they wait until the sewer issues are resolved first.

**Finance Report:**

The Finance Report is revised.

Town of Carolina Shores, NC

**FINANCE REPORT**

4th Quarter 2012-2013

	<b>General Fund</b>	<b>Capital Fund</b>
Checking Account	\$4,153,085	\$120,086

**BUDGET SUMMARY**

	<b>2012-2013 Revised Adopted</b>	<b>Actual as of 06-27-13</b>	<b>Percent</b>
<b>GENERAL FUND</b>			
EXPENDITURES			
OPERATING	930,650	799,717	90%
TRANSFER CIP	341,898	341,898	100%
TOTAL...	1,272,548	1,141,615	90%
REVENUES			
PROPERTY TAX	367,000	377,915	103%
SALES TAX	500,000	555,622	111%
UTILITY FRANCHISE	120,000	237,419	198%
MISC. (Bldg.Permits, etc.)	285,548	260,516	91%
TOTAL...	1,272,548	1,431,472	112%

**CAPITAL IMPROVEMENTS FUND**

EXPENDITURES			
WATSON	309,970	273,904	88%
STORMWATER	100,300	16,455	16%
TOWN HALL	33,000	32,826	99%
TOTAL...	443,270	323,184	73%
REVENUES			
TRANSFER from GEN. FUND	341,898	341,898	100%
POWELL FUND	101,372	101,372	100%
TOTAL...	443,270	443,270	

**HOA/POA Committee Report:**

No representative available to give report.

**Calabash EMS Liaison Report:**

No representative available to give report.

**Mayor and Commissioner Comments:**

Commissioner Brennan – None

Commissioner Russo – Commissioner Russo said that he, Jim Meyer, Tree Committee member and Mike Hargett, Town Administrator first met with the director of the Cooperative Extension Services. Commissioner Russo asked Mr. Hargett to explain further. Mr. Hargett said that Mark Blevins from Cooperative Extension has come up with a 40 year plan regarding tree management in Carolina Shores. Mr. Hargett said while at a separate meeting in Kinston, they got re-acquainted with Forestry Services and they have a grant program the Town is going to pursue. The plan could be a useful document in terms of tree managing practices both to the residents and the Town. Mr. Hargett said it would be a great learning tool and there could be Capital Improvements involved in public areas. Mr. Hargett said it would also define further the tree permitting process. Mr. Hargett said the goal would be in 40 years, there would still be viable trees. Commissioner Russo said that when the volunteers go out for the tree permitting process, they are looking at safety and not necessarily the species and this would be a great learning program to help manage the trees. Commissioner Russo said that the representative from Cooperative Extension said the Town should hold more open meetings to educate people about tree resource management.

Commissioner Dunn – None

Commissioner Davis - None

Commissioner Przywara – None

Mayor Goodenough - None

**Public Comment:**

None

COMMISSIONER BRENNAN MADE A MOTION TO ADJOURN THE JULY 3, 2013 BOARD OF COMMISSIONERS MEETING. COMMISSIONER DAVIS SECONDED THE MOTION. MAYOR GOODENOUGH ASKED IF THERE WERE ANY FURTHER DISCUSSION. MAYOR GOODENOUGH CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

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Walter B. Goodenough, Mayor

Submitted by:  
Nicole Marks  
Town Clerk