

**TOWN OF CAROLINA SHORES
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
September 8, 2011**

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Mayor Stephen C. Selby called the September 8, 2011 meeting to order at 3:00 p.m. The Invocation was said and the Pledge of Allegiance was recited. Members present: Joseph Przywara, Joyce Dunn, Walter Goodenough and John Russo. Also present: Mike Hargett, Town Administrator, Nicole Marks, Town Clerk and Chuck Riggins, Building Inspector.

Absent: Commissioner Tom Puls and Finance Director, Julie Munday

Approval of Agenda:

COMMISSIONER GOODENOUGH MADE A MOTION TO MODIFY THE CURRENT AGENDA BY ADDING A BRIEF REPORT FROM THE HUMAN RESOURCES COMMITTEE CONCERNING THE TOWN ADMINISTRATORS SALARY AND LIST IT AS ITEM 5(A). COMMISSIONER RUSSO SECONDED THE MOTION. MAYOR SELBY ASKED IF THERE WERE ANY DISCUSSION. MAYOR SELBY CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Oath of Office:

Mayor Selby swore in Nicole Marks as Town Clerk for the Town of Carolina Shores.

Public Comment on Agenda Items:

Gere Dale, 46 Calabash Dr. - Mr. Dale said he understood that there was a flap regarding who has responsibility in the Town of preparing the agenda. Mr. Dale read a section of Fleming Bell's document entitled "Suggested Rules of Procedure for a City Council".

Consent Agenda:

COMMISSIONER PRZYWARA MADE A MOTION TO ACCEPT THE FOLLOWING CONSENT AGENDA ITEMS WITH THE RESOLUTION FOR HALLOWEEN BEING A PROCLAMATION AS READ BY MAYOR SELBY.

- August 1, 2011 BOC Pre-Agenda Meeting Minutes
- August 4, 2011 BOC Regular Meeting Minutes
- June 30, 2011 Community Design Charette Meeting Minutes
- July 12, 2011 Emergency Management Meeting Minutes
- July 15, 2011 Special Called Meeting Minutes

- July 26, 2011 Community Design Charette Meeting II Minutes
- August 17, 2011 Special Called Meeting Minutes
- August 18, 2011 Community High Risk Tree Seminar Minutes
- Resolution Approving Conveyance of Property to Brunswick Habitat for Humanity
- Resolution Halloween
- Approval of Tree Committee and Appointment of Commissioner John Russo, George Mulcahy, Harry Keating and Jim Meyer as Member of the Tree Committee

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

Human Resources Committee Report:

Commissioner Dunn said that the Human Resources Committee which consists of Mayor Selby, Commissioner Przywara and herself wanted to notify the Board members publically that in response to the letter of offer made by the Board of Commissioners to Town Administrator, Mr. Hargett, it is now past the six month period of his employment and the offer stated that upon satisfactory completion, he would be reviewed and given a 3% increase in salary and the Human Resources Committee is going to notify the Finance Officer of this change and it will be effective August 14, 2011. No vote or motion needed.

Town Administrator Report / Mr. Mike Hargett: On File at Town Hall

Mr. Hargett stated he had nothing new to report on but would be happy to answer any questions or take any comments.

COMMISSIONER DUNN MADE A MOTION TO ACCEPT THE TOWN ADMINISTRATORS REPORT. COMMISSIONER RUSSO SECONDED THE MOTION. MAYOR SELBY ASKED IF THERE WERE ANY FURTHER DISCUSSION. Commissioner Dunn wanted to state that at the Board of Commissioners Workshop Meeting ways of communication were brought up and they are currently working on that. Mayor Selby made mention of the light at the Persimmon intersection. MAYOR SELBY CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Financial Report – Ms. Julie Munday, Finance Officer: On File at Town Hall

Mr. Hargett said that the finance report was given at the Board of Commissioners Workshop meeting and he would be happy to answer any questions in regards to the report as Finance Director, Julie Munday was on vacation.

COMMISSIONER DUNN MADE A MOTION TO ACCEPT THE FINANCE REPORT AS GIVEN AND DISCUSSED AT THE WORKSHOP. COMMISSIONER RUSSO SECONDED THE MOTION. MAYOR SELBY CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Resolution: Final Conceptual Plan:

Mayor Selby read the Resolution: Approving Features to be Included in the Final Conceptual Design of the Community Garden/Event Space. A copy is attached to these minutes.

COMMISSIONER DUNN MADE A MOTION TO APPROVE THE RESOLUTION APPROVING FEATURES TO BE INCLUDED IN THE FINAL CONCEPTUAL DESIGN OF THE COMMUNITY GARDEN/EVENT SPACE. COMMISSIONER RUSSO SECONDED THE MOTION. MAYOR SELBY ASKED IF THERE WERE ANY FURTHER DISCUSSION. Commissioner Russo said people need to understand that the Board has not approved anything to be built, this is for informational purposes only and it is not a done deal. MAYOR SELBY CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Communication Committee Report:

Chairperson Dave McMahon said the Communication Committee is working on a Communications Plan for the Town.

HOA/POA Committee Report:

Chairperson Brennan said that Town Administrator, Mike Hargett attended the meeting to ask the Committee if they had any input on how the Town handled the response to Hurricane Irene. There was discussion on Beacon Townes concerning the bond and the pros/cons of paving the road. Mr. Brennan said Carolina Shores discussed the unpaved roads and Mr. Gulliver wanted to go on record as saying what a tremendous job the Maintenance crew did and for the Town having the Recycle Center open. Mr. Brennan said The Farm discussed putting up “No Outlet” signs and Calabash Lakes discussed the bond just about being complete. As for Lighthouse Cove, the foreclosure has not gone through yet and there was discussion on heavy trucks turning around in the entranceway. Also, Mr. Brennan said there was discussion on placing a street light at the entrance of Lighthouse Cove as it is very hard to see at night. The Village reported the roads were done and a walk through had been completed. Under “Old Business”, the HOA/POA Committee made a recommendation to the Board of Commissioners by way of motion regarding Halloween and there was no “New Business” to report.

Tree Committee Report:

Mr. George Mulcahy gave the August Tree Committee report. There were 7 permits, 58 permits approved for removal of trees, 1 permit denied and 1 appealed. There were 9 tree replacements and there were 5 scheduled inspection days.

Commissioner and Mayor Comments:

Mayor Selby - Mayor Selby read aloud a thank you letter to the residents and staff of The Town of Carolina Shores regarding their efforts in the clean up of debris from Hurricane Irene.

Commissioner Russo - Commissioner Russo agreed with the letter Mayor Selby read and stated the residents of the Town did great.

Commissioner Przywara - Commissioner Przywara complimented the residents and Town staff for a job well done regarding the clean-up of Hurricane Irene.

Public Comment:

Peter Gulliver, 13 Oakbark Ct. – Mr. Gulliver wanted to know if the Board of Commissioners knew when the bidding process for the overlay of the Carolina Shores Parkway would begin.

COMMISSIONER DUNN MADE A MOTION TO ADJOURN THE SEPTEMBER 8, 2011 BOARD OF COMMISSIONERS MEETING. COMMISSIONER GOODENOUGH SECONDED THE MOTION. MAYOR SELBY ASKED IF THERE WERE ANY DISCUSSION. MAYOR SELBY CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Stephen C. Selby, Mayor

Submitted by:
Nicole Marks
Town Clerk