



CAROLINA BEACH
TOWN COUNCIL MEETING
MINUTES • FEBRUARY 28, 2017

Council Chambers
Workshop
6:00 PM

1121 N. LAKE PARK BLVD.
CAROLINA BEACH, NC 28428

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Dan Wilcox	Mayor	Excused	
LeAnn Pierce	Mayor Pro Tem	Present	
Steve Shuttleworth	Council Member	Present	
Tom Bridges	Council Member	Present	
Gary Doetsch	Council Member	Present	
Ed Parvin	Assistant Town Manager	Present	
Debbie Hall	Finance Director	Present	
Kim Ward	Town Clerk	Present	

II. DISCUSSION ITEMS
a. Ryder Lewis Park

(Requested by Michael Cramer, Town Manager's Office)

Parks and Recreation Director Eric Jelinski gave an overview of the Joseph Ryder Lewis Park Project.

Dr. Chris Fonvielle, UNCW History Professor gave the background and historical significance of the Sugar Loaf lines.

Jeff Westmoreland, Landscape Architect with SEPI Engineering spoke about the work that they have done with the design around the earthworks and the entire 11 acres. They are working with the Historical Society for the design concept. They are looking at doing three phases. Phase 1A would include parking, trail access, and signage. Phase 1B would include a picnic area and access around the existing pond. Phase 2 would be the eastern walking loop and Phase 3 would be the western walking loop.

Jerry Haire, Grants Manager said that he has looked at several funding sources. The first one being a PARTF grant that has a deadline of May 1. That's a 50/50 matching grant with a \$500,000 maximum total request. The Land Water Conservation Fund has a 50/50 match with a \$250,000 maximum. The Recreational Trails Program has a 75/25 match with a \$100,000 maximum request. There were other funding options discussed such as sponsorship, volunteers, and fundraising. The request tonight is if council wants to endorse the concept plan and to give staff direction to move forward with funding.

Council Member Shuttleworth said that he would not be opposed to funding the initial \$110,000 in some combination of roll-over dollars then asking the manager to move forward in the budget. We would do Phase 1, then in the next year or so let staff figure out how to fund 1A and 1B. We have lost several activities in town and this

would fit in with the eco-friendly type tourism activities. It's also the preservation of our history.

Council Member Doetsch said that he fully supports moving forward with the project.

MPT Pierce stated this property is unique in that it is not state owned. The property was donated to the town by the Lewis family.

Mr. Cramer feels that we can go for a PARTF grant but there is a 50/50 match. If we went for a \$500,000 project, the town would have to come up with \$250,000. I think if we spend the money up front, they are not going to allow us to use that for credit in a grant.

Council Member Shuttleworth thinks that the town should make the commitment to do the first section and that would allow Jerry some time to look at the PARTF grants. We should figure out how to cover the \$110,000 and get started.

Mr. Cramer said he has the information he needs and he hears that council would like to move forward. We will put together a schedule and present it at the April council meeting and establish a budget for the project.

MPT Pierce said that you are hearing council say we want the project and we don't want to drag our feet.

Mr. Cramer will get some information and work on the grants.

MPT Pierce thanked everyone who has worked so hard on this project.

b. Discussion on current and proposed future staffing levels of the Fire Department.

(Requested by Alan Griffin, Fire Department)

Fire Chief Alan Griffin presented his request to re-organize staffing for the fire department. They currently have 31 total members. They have three administrative positions that include the fire chief, fire marshal, and administrative assistant. There are six full time 24 hour shift guys. There are two guys per shift that rotate three shifts. There are four part time personnel that fill the day shift. They work 12 hour shifts. There are 14 paid per call (volunteer) firefighters, two resident firefighters that live in the house and two junior firefighters. The ocean rescue division has one full time captain and in the summer we hire around 40 lifeguards. The resident firefighters must work 10 shifts per month. We require volunteers to sign up for two night shifts per month. This allows us to have 24 hour coverage with four personnel on duty at all times. Carolina Beach has seen a large increase in call volume. In 1995, we had 76 calls that year. In 2016, we had right at 800 calls. This year, we are already 30+ calls above where we were this time last year. It puts a strain on the volunteers and the paid staff.

There is a nationwide decrease in volunteerism. Carolina Beach is experiencing this as well. We've had 6-8 dedicated firefighters leave over the past year due to other obligations. We had to look at if we were overtasking our volunteers. They are covering shifts, training and participating in events. We are requesting to eliminate the four part time positions and add three full time positions. There is currently a vacant part time position so all three employees would move to full time. They are currently receiving benefits due to them working over 1,000 hours per year. There are funds to carry out the remaining fiscal year but we would need to make adjustments next fiscal year. We have not increased our volunteer call pay in 10 years. We are looking at increasing it by \$1 per call next year.

Mr. Cramer mentioned that it is not typical for us to come to council mid budget year and ask for positions. Chief Griffin has been discussing this since November. We are having issues providing the minimum amount of staffing which could affect our ISO rating.

Chief Griffin noted that we have only hired one full time employee outside of the department and that was the fire marshal because it is a specialized position. All of our suppression personnel have been promoted within. We have qualified candidates in house.

MPT Pierce said that all of our numbers are up. Our building numbers are up and there are more people here.

Council Member Shuttleworth said that he sees no reason why council wouldn't strongly support that request. The building inspector is the only required position for the town but council feels that police and fire are just as important. We need to make sure that the police department is taken care of as well.

Mr. Cramer said we need a head nod from council that they are in support of this request.

MPT Pierce said you wouldn't ever have an issue with this council when it comes to public safety.

Mr. Cramer said he would go ahead and have the positions changes to full time.

Council Member Shuttleworth asked Mr. Cramer to look at a 5 and 10 year projection for staffing.

c. Dogs on the Beach

(Requested by Michael Cramer, Town Manager's Office)

Ed Parvin gave a presentation on what other communities allow regarding dogs on the beach. If council wanted to make changes to the ordinance, there would be some cost as we would have to change all of the signage. We would also need to look at enforcement. Wrightsville Beach has a full-time park ranger that handles civil citations and that seems to work well for them. He works staggered hours and always works weekends. We explored three different options for enforcement. 1) A full-time seasonal employee April - October that works 40 hours per week under the Parks and Recreation Department. 2) Two part-time employees working 30 hours per week which would give you more coverage. 3) Full-time, year-round employee at a salary grade 16.

We found that several communities allow dogs on the beach late in the evening and early in the morning. It seems to work well for these communities. We are not looking for a vote from council today but staff will be bringing back the proposal to allow dogs on the municipal beach strand year round from 5 p.m. until 9:00 a.m. We will bring this back to the March 14, 2017 council meeting.

Council Member Shuttleworth mentioned that the Wrightsville Beach park ranger generates more revenue than expense according to Mayor Blair.

Council Member Bridges said that he would be more inclined to have two part-time park ranges out enforcing the current rules and not change any of our current rules regarding dogs on the beach.

MPT Pierce would like to hear public comment at the next council meeting.

Jeanette Nelson, 3 North Carolina Avenue said that locally, 15 beaches allow dogs on the beach year-round. She stated that she picks up a tremendous amount of trash and animal waste from Alabama to Spartanburg Avenue. There are numerous homeowners/dogowners on the beach strand every day providing a service by picking up trash. She feels that most dog owners will help police the beach if they are allowed to walk their dogs in the early morning and late evening. She also mentioned the need for having doggy depot posts that provide bags to pick up waste. She volunteered to take the lead on raising money for the depots.

Council Member Shuttleworth wants to have ambassador but he also wants them to be an enforcer.

MPT Pierce wants to move forward with the ambassador. She does not like the idea of having to hire someone new every year.

d. Northend Water and Sewer Project

(Requested by Michael Cramer, Town Manager's Office)

Jerry Haire stated that the town applied for grants for the northend water/sewer line replacement project but we did not qualify for them so we were approved for a low interest loan. This will be at 1.53%. It could be zero but it depends on how much money they have when it gets approved. We received \$1.6 million for water and \$1.2 million for sewer. These will likely be 20 year loan terms. The first step would be to submit the engineering report by June 1, 2017. The execution of the contract would have to be done by February, 2019. The total engineering design estimate is \$353,000. Staff will be presenting a budget amendment in the amount of \$38,000 at the March 14th meeting.

e. Stormwater Management Issues

(Requested by Michael Cramer, Town Manager's Office)

Mr. Cramer gave an update on the next steps for stormwater and how much impact development is having on our stormwater resources and what we have to do to manage it.

We came up with three things that the town needs to do a better job in for data collection. 1 - Creating a drainage basin inventory and identifying what drainage basins we actually have throughout town. Our new GIS Technician put together a presentation on drainage basins and did a great job. 2- Stormwater infrastructure and its capacity. 3- Impervious area. We do not have a GIS layer that tells us how much impervious area we have built on compared to how much available property there is. That affects how much stormwater runs into the ground versus how much runs into our stormwater drainage features. We currently have 33 stormwater basins throughout town. Some are as small as six acres, others as large as 131 acres. Within those basins, there are 655 sub-basins. They range from 1 acre to 130 acres. The layer below that is catchments, which would be in your neighborhood. It's a very small geographic area. There are 1,415 catchments between 0 - 6 acres. So now we can identify where infrastructure is or is needed because of high and low points throughout the community.

In our system analysis, there were 5 sections that we looked at and we split it into two categories. 1- What does the state and federal regulations say about these 5 categories? 2 - What does the town ordinance say about these categories? From

there, staff would bring a recommendation to council on how to move forward with these issues.

The recommendation from staff is to add two statements and take three statements out of our existing stormwater code. The three statements relate to the 500 square feet of impervious area or that 50% tax value. What we are recommending to add is that redevelopment that results in no net increase in built upon area and provides equal or greater stormwater control than the previous development is exempt from the provisions of this chapter. That is what Kure Beach has but they have a 5,000 square foot cap on theirs. This means that if I have a 2,000 square foot house, and I tear it down and build a new 2,000 square foot house there, and you didn't have a system before, you don't need a system now.

Council Member Shuttleworth feels that town should say that it is cumulative of any impervious surface you put down.

Mr. Cramer reviewed the current "payment in lieu of" system and said it was very heavily weighted in the wrong direction. We are suggesting that we change our existing ordinance so you don't have to have a structural BMP unless you are in one of the three areas: 1) 10,000 square feet or more, 2) SA Waters, or 3) AEC, all mandated by the feds. We also would like to change the "payment in lieu of" to be based on square footage of impervious area calculation.

Mr. Cramer reviewed the stormwater drainage permit plan and service fee credits. He asked council to review all the information that was provided and to be prepared to discuss it during the April council meeting.

III. ADJOURN

MPT Pierce adjourned the meeting at 9:00 p.m.

Kimberlee Ward, Town Clerk

Date Approved