



CAROLINA BEACH
TOWN COUNCIL MEETING
MINUTES • JANUARY 17, 2017

Offsite - Hampton Inn
Special Meeting
8:00 AM

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

I. CALL TO ORDER

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

II. DISCUSSION ITEMS

Michael Cramer reviewed the 2016 accomplishments and updates including:

- Fire Engine and Boat purchases
- Phase B-E
- Lake Dredging
- Island Greenway, Cape Fear Multi-use Path
- Pedestrian improvements on Lake Park Boulevard
- New Community Center and Help Center

Mr. Cramer asked Council for any questions they had on topics that were not covered.

MPT Pierce asked about the issues at the town marina. Mr. Cramer said that there will be a meeting on Thursday with boat captains to review the license if a couple of council members would like to attend.

Council Member Doetsch asked about the flood plain maps. Mr. Parvin said they are still working through some of the appeals and will be late 2017 or early 2018 before the maps are approved.

Council Member Doetsch asked about land prep prior to new home construction and not impacting other properties. New development should mimic the surrounding properties and not two feet higher than surrounding properties.

Council Member Doetsch expressed concern over the parking around town hall and how to increase it.

Mayor Wilcox asked about the hazardous waste truck. Brian Stanberry gave details that it will be at Mike Chappell Park until we clear a space at Bridge Barrier. This is a county sponsored program.

MPT Pierce asked scanning planning their documents. Mr. Parvin explained that the planning department

needed space and that an entire room was full of paper documents. Interns came in and scanned all of the paper documents making it easier for staff to locate files electronically.

MPT Pierce asked about kiosks at the boardwalk. Is the boardwalk committee still meeting? Mayor Wilcox thinks the town can handle this task without a committee. We need to move forward with the kiosks before the spring.

MPT Pierce asked about body cams and dash cams for all officers and their cars? Chief Spivey said they would be in in the next couple of weeks and the system is integrated with the body cams and dash cams.

Retreat Topics:

I. Infrastructure

Mayor Wilcox asked about the current contractor. Cramer said that TA Loving is talking with us on a daily basis. They have done a great job with the lay down yards. They are organized and not leaving equipment all around.

MOTSU - Waste Water Treatment Plan, New Wells, Water Tank:

Mr. Cramer said that they have a meeting scheduled with the new Colonel on the 25th of January at Town Hall in the conference room.

The Tuckers are still interested in developing their property but resistant to selling it for town use.

Council Member Shuttleworth would like to go to the press to say that the government does not want us to put a water tank for public interest and how unreasonable that is.

Mayor Wilcox does not feel that is a bad idea because they do pay attention to public comment referencing the Snow's Cut property issue.

Council Member Doetsch would like to wait until after the meeting with the new colonel.

Gil DuBois mentioned that we used 1.86 - 1.9 million gallons of water per day last summer. Our building construction is going to exceed the capacity of our water supply. We need at least another million gallons of water. We could have a tank built in 90 days.

Council Member Shuttleworth listed several options for property on Bertram, and behind B&B Tackle. The post office is open to moving from their location. They just need a 10 year lease. Council Member Shuttleworth recalls speaking to a representative from the post office out of Charlotte.

Council Member Doetsch asked Mr. Cramer to put a package together with these options and bring it back to council.

Road Improvements - Council Member Bridges recommended changing town wide speed limit to 25 mph.

Mr. Cramer said that the ordinance already reads this way with the exception of a few mentioned streets. We need to make sure our ordinance reflects what the street signs say. MPT Pierce just wants it consistent whether it is 25 or 30. Council Member Shuttleworth agreed.

Council Member Bridges questioned the sign at Ocean that encourages drivers to take Ocean Boulevard to Wilmington. Wilcox said it would be an issue if it was on the way into town not so much going out of town. It doesn't really affect the businesses.

Pavement Improvement Plan - Mr. Cramer reviewed the streets that are in need of repair. 2nd street behind A&G BBQ is in serious condition.

Wilcox asked how the town came up with the cost to do the repairs.

Mr. Cramer said that Transmap gave a pavement condition index and the town figured the cost from that report. It is not 100% accurate. It is a good start for budgeting.

Mayor Wilcox asked if a traffic count would help prioritize. Mr. Cramer said that would make a difference however we do not have the equipment to do a traffic count. Staff is comfortable with just going off of knowledge of street use versus conducting a professional survey if council is comfortable with it.

Council Member Shuttleworth asked about the Powell Bill balance. Mr. Cramer said that we have \$700,000. We get \$186,000 per year.

Multi-use plan/Streetscape/Harper Avenue:

Mayor Wilcox asked to dust off old plans and bring them to a workshop in a couple of months.

Harbor/Marina Improvement Plan:

Mayor Wilcox asked about street ends. Mr. Cramer said April is our goal to apply for grants.

II. Room Occupancy Tax

Mayor Wilcox asked for direction for the marketing committee.

Council Member Shuttleworth would like this item to be a 2 hour segment at a workshop.

III. Development Fee Review

Mr. Cramer presented a spreadsheet that shows the cost of developing in Carolina Beach and compared them to other communities. He also reviewed the credits that are available.

Council Member Shuttleworth and Mayor Wilcox had concerns with the high user fees compared to other communities. They feel that these fees are discouraging development.

Mr. Cramer said that we need to go back and see what these fees were based off of when they were created.

IV. Stormwater Infrastructure Credit

Mr. Cramer explained stormwater credits and the need to look at the policy.

Council questioned the monthly fees that developers must pay when they have put in a stormwater infiltration system (retention ponds).

Council Shuttleworth asked Mr. Cramer to bring back some information.

Mayor Wilcox said that he would like to find some formula that works.

Mr. Cramer asked for clarification if they are strictly talking about ponds. What's the difference between a stormwater pond and infiltration ditch? They are both storage facilities meeting those regulations.

V. Farmer's Market

Mr. Cramer reviewed the current policy that there is 75% farmers and 25% vendors such as crafts. Last year it was 60% farmers and 40% crafts.

Mayor Wilcox clarified the policy and said that local retailers feel the impact from the farmer's market and feels the new policy had not made a difference. The crafter's are supposed to be selling their own goods and not reselling. We are taking away from our local brick and mortars.

Eric Jelinski said we are at the 60/40 and doesn't feel that they had an issue with resellers this past year.

Council Member Shuttleworth feels that any craft you sell at the farmers market is going to compete with local brick and mortar and is not sure how to handle that because the market has been positive for the town. He doesn't feel that there are 60% food farmers. He has only seen 3 or 4 actual farmers. We've had a hard time getting farmer's that sell produce.

Mayor Wilcox feels that we should advertise as an arts and crafts market. It's not a farmer's market.

MPT Pierce feels that businesses/residents on the island should be given priority for craft spaces.

Mayor Wilcox asked staff to bring council some recommendations.

VI. Committee Adjustments

Mr. Cramer asked council if they have any suggestions for improving or changing committee missions.

Mayor Wilcox said that we have to set up a structure for the Harbor Commission. We cannot have 5 of the 7 members as boat captains.. It's a conflict of interest. We want their participation but only 1 or 2 need to be voting members.

Mr. Cramer suggested combining the Harbor Commission and the Freeman Park Committee as a Harbor/Beach Commission.

Council Member Doetsch said he has issues with Board of Adjustment and Planning and Zoning. He feels that staff should interview committee applicants. There should also be a six month probation period for new appointees. Council needs to see the applications well in advance of the council meeting.

Mayor Wilcox mentioned that Planning and Zoning and Board of Adjustment needs ongoing legal training. We may to assign a council member to each of these committees.

MPT Pierce said we need to get a recommendation from the Chairperson of the committee before we vote.

III. ADJOURNMENT

Meeting adjourned at 12:30 p.m.

Kimberlee Ward, Town Clerk

Date Approved