

**VILLAGE OF BALD HEAD ISLAND
COUNCIL WORK SESSION**

9:30 a.m.

November 15, 2013

Location: BHA

COUNCILORS IN ATTENDANCE:	Mayor Andrew Sayre Mayor Pro Tempore John Fisher Councilor Gene Douglas Councilor Bob Helgesen Councilor Art Morris
STAFF PRESENT:	Calvin Peck, Village Manager Chris McCall, Asst. Manager/ Shoreline Protection Manager Ken Bowling, Utilities Director Stephen Boyett, Building Inspector David Cox, Systems Administrator Karen Ellison, HR/ Communications Ben Liddle, Public Works Director Deb Straub, Finance Director Charles Baldwin, Village Attorney Debra Talbert, Village Clerk

1. Call to Order/ Approval of Agenda

Mayor Sayre called the November 15, 2013 Work Session to order at 9:30 a.m. Mayor Sayre reviewed the additions to the Work Session. The Cape Fear AEC Feasibility Study will be discussed by Calvin, Mayor Sayre will review a proposed scholarship for UNC at Wilmington, and Councilor Douglas will review the proposed canopy project for the Maritime Forest. Mayor Sayre entertained a motion to approve the amended agenda as presented. Councilor Morris made motion, with all in approval.

(MOTION CARRIED 5-0)

2. Review of Council Meeting Agenda

3.1- Sales Tax Distribution- Mayor Sayre reviewed the meeting on November 6, 2013. The Brunswick County sales tax distribution concern is an ongoing issue. There will be further comments to be received at the following December 16 meeting. Larry Lammert encouraged Council to engage on the issue.

4.5- Budget Amendment for Utilities Fund- Deb Straub reviewed the purpose for the amendment to increase revenue and expenditure budgets for FEMA- Hazard Mitigation Grant Project for surge protection at water & sewer plant and lift stations.

4.6- October Financial Statement Report- Deb Straub stated the General Fund revenues exceeds prior years and the General Fund expenditures are on target. The ICE permit fee revenues exceed prior years and this year's annual budget.

3. SIG Report

Councilor Helgesen reviewed the issues that have been discussed in the group to include: broadband, transportation and communication. The group discussed forming a sub-committee working groups. The next meeting on November 20 will be a Closed Session to discuss with Chad Paul the issues and concerns on the island transportation.

4. Road Dedication- Maritime Commercial Area

Calvin reviewed the right-of-ways to be accepted by the Village for public dedication. The right-of-ways include Maritime Way, Edward Teach Extension, Market Alley Merchant's Row and Purveyor's Alley. Council discussed with Limited staff and Village staff on the condition and meeting the standards as required in the Subdivision Ordinance.

Council agreed this should be discussed further in Closed Session.

5. CAMA Land Use Plan Update

Mayor Sayre spoke on the requirement to have a 5 year Land Use Plan updated. Mayor Sayre stated this is a suggestion only and not a requirement. The Mayor feels this is unnecessary and if updates need to be done, this should be done in house.

Calvin stated when first done the Land Use Plan was pre storm on Bald Head Island. The Maritime Forest is the prime issue and not the beaches. Calvin stated the plan should be reviewed for possible amendment. The authorization to have a contract to update can be tabled by Council until the CRC does make changes by fiscal end of year. Mayor Sayre suggested the plan to be tabled until the CRC and Division of Coastal Management report has been submitted. Ray Webb reviewed the recommendations and the process with the DCM staff working on the issues and policies.

6. IPS Update

Mayor Pro Tempore Fisher presented an update on the gathered information on the sustainability with the operations of IPS on the island. There was a scheduled meeting with UPS staff, Limited staff and Fisher on November 1, 2013 to discuss modifications on contracts, determining solutions, and rate structures. The logistics are being worked on and data is still being received.

Councilor Helgesen entertained a motion to have John Fisher complete this study and process. John Fisher agreed to assist and complete the study. Attorney Baldwin recommended having a one person committee formed with John Fisher as the member to complete the task. Councilor Helgesen made the motion, with all in favor.

(MOTION CARRIED 5-0)

7. Manager's Report

Calvin reviewed the Terminal Groin permit, design and phase. The project is scheduled to occur in the fall 2014 with an approximate 1300 ft. structure for Phase 1. Phase 2 would be in approximately 4 years with an additional 600 ft. structure. Calvin reviewed the approximate cost for each project.

Chris and Calvin reviewed the November 4, 2013 meeting with the Division of Coastal Management on the Cape Fear AEC Feasibility Study. Chris reviewed the due dates for the Shoreline Stabilization Project that began on January 1, 2012. The Corps has received a final copy of the EIS and the critical date for review is December 10, 2013 for the DEIS Public Notice of Availability/ Public Notice for Permit Application. The DA Permit Decision is scheduled for August 31, 2014.

Calvin and Deb Straub have meet with Bond Council at PNC Bank in October 2013. The Village will be going to the Local Government Commission in January 2014 to discuss the issuance of debt. May 6, 2014 is dated for the Bond Election. This would be a 4 year Bond interest only for 1 year.

Calvin presented 2 options of financing to Council.

The 1st is to include the financing of the Public Safety building in the election and vote for bonds.

The 2nd is to finance the Public Safety building as a “mortgage” payment loan.

Councilor Morris stated the concerns with the current Public Safety facilities and the need to build a new facility.

Calvin stated if Council choose to have the financing of the Public Safety building with the bond election and if not approved, the Village is unable to finance a Public Safety Center for approximately 2 years with the Local Government. Calvin stated this is a political question for the success of the GO Bond to possibly include the financing of the Public Safety Center. Calvin asked Council the direction for the financing of the Public Safety Center. Council and staff discussed the options, timeframes of Bond Election and the operation/ project of the Corps of Engineers. Deb Straub stated the objective from the Finance Managers Group is to not raise the taxes on the island. Council and staff will discuss further at the December Council meeting.

Deb stated the LGC Department of State Treasurer has suggested letters to be sent to the federal representatives to Washington. The letter is to retain the current federal government income tax exemption for municipal bond. Mayor Sayre agreed to have a letter prepared and coordinate with the lobbying team in Washington.

8. Discussion on Endowed Scholarship Gift Agreement

Mayor Sayre reviewed a proposed scholarship from BHI Limited. This scholarship would be named The Village of Bald Head Island Scholarship created as a named endowment fund within the Endowment of the University of North Carolina at Wilmington. The scholarship is being created by the Village of Bald Head Island and will be used to assist high ability students from South Brunswick High School interested in pursuing a degree offered by the University of North Carolina at Wilmington. The gift agreement superseded The Bald Head Island Limited Scholarship endowed scholarship gift agreement dated February 20, 2012.

Mayor Sayre directed Attorney Baldwin to review and report back to Council on results.

9. Proposed Canopy Project for the Maritime Forest

Councilor Douglas stated the Conservancy is researching on building a canopy in the Maritime Forest. The only concern for the Village is the platform of the canopy would be 42 ft. The zoning restriction for the Village is 45 ft. and there is a possibility of the railing extending the requirement. This would require a variance. This is in the preliminary stages and asked if anyone had concerns with having a variance of an additional 2 ft. This would be a fixed structure and would meet the safety requirements. The Conservancy feels this would be beneficial to the island for education and research.

10. Closed Session Pursuant to N.C. General Statutes 143-318.11 (a)(1),(3),and (4)

❖ *Consult with Attorney*

Mayor Sayre entertained a motion to enter into Closed Session at 11:25 a.m. with Mayor Pro Tempore Fisher made the motion with all in favor.

(MOTION CARRIED 5-0)

Mayor Sayre entertained a motion to come out of Closed Session at 12:34 p.m., with Councilor Morris made the motion with all in favor.

(MOTION CARRIED 5-0)

11. Adjournment

Mayor Sayre entertained a motion to adjourn at 12:35 p.m. Councilor Douglas made motion, with all in approval.

(MOTION CARRIED 5-0)

J. Andrew Sayre, Mayor

ATTEST:

Debra C. Talbert, CMC/ NCCMC
Village Clerk