

Village of Bald Head Island

Council Work Session

April 11, 2008

Location: Bald Head Island Association Building

Councilmembers present: Mayor Larry Lammert, Mayor Pro Tempore Andrew Sayre, Councilor Douglas, Councilor Morris

Staff present: Village Manager Calvin Peck, Asst. Village Manager/ Planning Director Chris McCall, Executive Assistant/Human Resource/Tax Administrator Dawn Reno, Police Chief Richard Herring, Chief of Emergency Services Chip Munna, Public Works Director Ben Liddle, Ken Bowling with Utilities, Systems Administrator David Cox, Daralyn Spivey with Departmental Services, Attorney Charles Baldwin, and Interim Village Clerk Debbie Talbert recording the meeting.

Others present: BHI Director of Communications Joyce Fulton, Ray Webb, Fran Stevens, Jim Henry

1. Call to Order/Approval of Agenda Mayor Lammert

Mayor Lammert called the April 11, 2008 Council Work session to order at 9:42 am. Mayor asked for any changes in the agenda. Calvin stated that a budget transfer needs to be added to the agenda, also to change a resolution of an ordinance and an action agenda regarding the budget amendment. The Mayor stated this would be added to the work session and placed on the consent agenda for the afternoon council meeting. After adding this to agenda, Mayor Lammert asked for approval with Council. In a voice vote, all voted in favor.

(Motion carried 4-0)

2. Review of Agenda for the Regular Meeting of April 11, 2008

Mayor stated there are two public hearings set for this afternoon. This would be the Middle Island Sewer Extension Assessment Roll and CAMA land use plan. The consent agenda includes the approval of 2008 Council retreat minutes, March 14, 2008 Work session minutes and March 14, 2008 Council meeting minutes. Mayor stated that the Annual report of taxes and approval of delinquent tax notice advertisement and will be discussed in the Work session. Old business will be discussed in reference to the Beach Private Sand Placement on the afternoon Council meeting. The 4.2 consideration of the Middle Island Sewer Extension assessment rolls will be based on discussion this morning as to whether we will have it as an agenda item this afternoon. The Utility agreement with the Club will be discussed on setting a Public Forum. There will also be a consideration of approval of the forward draft of the CAMA Land Use Plan. In the new business there will be a discussion on the partnership agreement with Brunswick County. Mayor stated that this covers the afternoon session and Mayor motioned to take the meeting back to the Work Session agenda.

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3. Review of Middle Island Sewer Extension Assessment Roll-

Chris stated that the Public Hearing would be today and that a copy of the session and public notice was sent to the effected property owners. The staff was able to get up with Charlie Young in reference to the five properties listed for possible exemption. The letter received from Charlie Young's attorney include that four of those properties in question would be given to SILT and the Swim and Racket Club would be given one parcel.

Aaron Cable was contacted in regarding the thirty acre tract and staff verified that it was in a Conservation Easement. Chris stated that the properties affected would be one hundred eleven. The new assessment cost would be \$4,473.43 per tax parcel. There was a discussion between the Council in regards to the cost and the properties involved. Charles agreed that the five properties in question can not be developed.

4. Review of the use of wells to reduce the Brunswick County Water Usage-

Calvin reviewed the use of wells and the water quality for usage without using the RO system. The State of North Carolina Public Water Supply has been working with Utilities with the use of the wells and how to treat the water and filtration. The water produced with two wells is running approximately 7 hours a day and will minimize the water coming from Brunswick County. The water coming from the two wells have been approved with DENR.

5. Brunswick County Partnership Agreement regarding Ad Valorem Taxes

Dawn Reno explained the benefits of having a partnership with Brunswick County Tax office. The County would send out the bills and collecting the monies. Dawn stated this would save the Village time, expenses on postage, office supplies and the upkeep with the software. Calvin stated that the Hospital tax, Brunswick County tax, and BHI tax would all be included with the agreement. Dawn explained the complexity with the program and how costly it would be to purchase and do in house. Dawn stated that it is more cost effective by allowing Brunswick County to take on the tax role. Calvin stated that the decision from the Council needed to be done today in order to be included on the County Commissioners May meeting for their approval to begin July 1, 2008 tax program. The vote for this agreement will be done at the Council meeting this afternoon.

6. Committee Appointments

Mayor stated there were two vacancies for the Beach Committee. Win Stevens and Frances Parker applied to become a member of the Beach Committee. Mayor entertained a motion to add them as members of the Beach Committee. With a voice vote, all voted in favor.
(Motion carried 4-0)

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7. Added Items to Agenda

- **Ordinance with Smoke Detection-** Calvin stated that the site section was incorrect. The ordinance number should read 6-163(1)(a) instead of 6-132(2). Calvin stated the ordinance text would read the same. Mayor stated this would be added to the Consent Agenda and approval would be done.
- **Budget Transfers-** Calvin asked Council to amend General Fund Revenue appropriations for shortfall in 07/08 revenues due primarily to the property tax re-evaluations/ assessments and the decrease in building permit revenues due to the decline in new buildings on the island. The amount of \$398,635.00 would go to the Manager's Contingency. There will be a revenue reduction to offset the reduction in expenses which will balance expenses with revenue.

8. Review of the CAMA Land Use Plan-

Chris stated that he would be speaking at the Public Hearing and a presentation would be presented for the consideration of approval of the Village of BHI Draft CAMA LUP to be forwarded to the Coastal Resource Commission (CRC) for adoption. The process requires a public hearing and approval of Village Council prior to submitting to the CRC for adoption. Staff recommends approval of the Draft LUP and that it is forwarded to the CRC for certification. Chris stated that George House has reviewed the plan that was presented in November to the Council and George has concerns with the Beach related policies with the Land Use Plan. George House adjustments have been made by staff. Mayor stated this would be on the afternoon agenda.

9. Review of Beach Stabilization

- **Harbor Village**

Calvin stated that a proposal has been received from John Gary Taylor and Associates for the jetty wall extension at the mouth of the marina. This would include twenty-four weeks of work at a cost of \$42,500.00 for the design, construction and review. This cost will include a construction document. Calvin stated he asked Eric Olson to locate a Marine Structural Engineer in the area. There were two located, with one being John Gary Taylor and Associates. Councilmembers advised Calvin to go forward with the proposal.

Calvin stated that Eric Olson was not pleased with the design plan submitted in reference to the replacement of the timber groins. A redesign of the plan was done by Eric Olson, with an estimate for the four groins will be \$146,000.00 plus additional rock maybe required. Joyce Fulton stated the channel dredging at the mouth of the marina is placing the sand at groin number one.

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- **Private Sand Placement**

Calvin stated he spoke with the Land Management Group and has received the comments from Coastal Management and have made modifications and are working on the impact assessment that was requested by DCM. Calvin stated that they have spoken to the Corp of Engineers several times with nothing in writing. The Village is waiting on Federal Agency reviews to proceed.

- **Inlet Hazard CRC Meeting**

Charles stated he attended the CRC meeting in reference to the Inlet Hazard area. He stated that the revised map is being modified and mended. Chris McCall received an email from Jeff Warren stating the new map would be out in three to four weeks. Chris received notification from FEMA with no flexibility in decreasing the amount of time for the sixth month compliance period. A letter drafted by the Mayor to Mike McIntyre, Senior Legislative Liaison, to see if the maps can be effective sooner.

10. Review of Possible Changes to Village Charter-

Mayor stated possibly changing the Village Clerk position from reporting to Village Council to the Village Manager. Although this would change, the Clerk would still do the activities required by the Council. Other changes up for discussion would also include changing the Mayor position to an elected public office, and to make compensation for Council. Calvin stated that the section to be revised in the charter would be 4.3 and 4.5. Calvin stated that May 26th would be the deadline to have the charter changed for 2008. Council all agreed that the compensation for Council would not be done. Council all agreed that the Clerk should report to the Village Manager. Councilmembers discussed the possible changing of Mayor to an elected official. In order to change the charter, all Councilmembers must be present. This will be presented at the May Budget meeting.

11. Manager's Update on Village Projects and Other Items of Consideration-

Calvin stated that a letter has been received from the Club regarding membership for the lot purchase for creek access. The Club will meet with Calvin to discuss the concerns of the Club. There is an Association meeting on April 14th and Calvin will be attending with the Association Board and discuss the tree study and the surveying of the land.

Calvin stated that the Club has been asked to produce a planting plan for Lagoons four and five. The plan has been received this week. The plan states that the Village would pay the Club to install the planting and the Club would do the irrigations. The total price the Club has figured is \$19,700.00.

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The plan will be looked at and discussed further with the Association board who owns the land.

Calvin stated that Limited brought a proposal for the planting in the South Bald Head Wynd median. This plan called for more extensive planting. Calvin suggested doing the work on the medians should be budgeted for in the fall of this year. Mayor and Council agreed and possibly deferring it for a year to work with Limited further with plans and to budget for monies.

Calvin stated that an addendum for daily vehicle permits with Limited collecting the monies for an extension of one year.

Calvin stated there has been a preliminary meeting with the Friends of Library. There was a discussion with the future of the library and Brunswick County replied saying they will help with books to start the Library. Negotiations are on going.

Calvin stated that resumes are being turned in for the Village Clerk position and interviews are being scheduled for next week.

Mayor stated that the review with the Finance Committee of the five year plan is to be discussed at the May 6th budget meeting.

Council discussed the rain barrels and different areas they can be purchased. The barrels from the County should be here next week. They will be placed at Village Hall for review. Rain Barrels will be available to order and brought to the island.

Mayor motioned to go to close session. With all in approval, close session began at 11:25 a.m.

12. Closed Session (*pursuant to N.C. General Statutes 143-318.11(a)(1), (3) and (5)*)

- **Howard Biggers III, vs. Village of Bald Head Island, et al**
- **Property and Facility Acquisition**
- **Village of BHI vs. Corps of Engineers (civil action #03-CV-243-FL)**
- **Personal**
- **Utility Agreement with the Bald Head Island Club**

Mayor Lammert made a motion to return to open work session at 2:32 p.m. with all in approval. **(Motion 4-0)**

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13. Adjourn

With no additional items for discussion, Mayor Lammert entertained a motion to adjourn the Work Session Meeting. In a voice vote, all voted in favor. **(Motion 4-0)**

The April 11, 2008 Village Council Work Session adjourned at 2:33 p.m.

Approved:

Larry Lammert, Mayor

Attest:

Debbie Talbert, Interim Village Clerk