

**Village of Bald Head Island
Council Work Session**

January 25, 2008

9:30 a.m.

Location: Bald Head Association

Councilmembers Present: Mayor Larry Lammert, Mayor Pro Tempore J. Andrew Sayre, Gene Douglas, Art Morris, John Pitera.

Staff Present: Village Manager Calvin Peck, Assistant Village Manager/ Planning Director Chris McCall, Finance Director Deb Straub, Executive Assistant/ Human Resource Officer Dawn Reno, Daralyn Spivey with Development Services, Lt. Shaun Freeman with Police Department, Chief Chip Munna with Fire Department, Utilities Director Ken Bowling, Public Works Director Ben Liddle, Mike Fishburn with Utilities, Systems Administrator David Cox, Attorney Charles Baldwin, Interim Clerk Debbie Talbert recording the minutes.

Others Present: Bob Helgeson, Dick Johnston, Association Manager Karen Moorefield, Attorney George House

1. Call to Order/ Approval of Agenda

Mayor Lammert

Mayor Lammert called the January 25, 2008 Village Council Work Session to order at 9:30 a.m. Mayor Lammert removed from the morning work session. The discussion of Village cost savings and employee benefits and it will be added to the agenda for February Council work session.

Mayor Lammert told the Councilmembers that the closed session scheduled for this morning will be held at the Police Department right after the work session is over. Mayor Lammert asked for an approval of the work session agenda. Councilmember Pitera made a motion to approve the work session agenda. In a voice vote, all voted in favor.

(Motion carried 5-0)

2. Review of Agenda for the Regular Meeting of January 25, 2008

Mayor Lammert advised that the December 14th, 2007 minutes were on the agenda and asked if there were any corrections to be made. Mayor Pro Tempore Sayre advised that he did not make the motion to approve the purchase of Lot #3(the Holleman property). Councilman Douglas stated he did. The Village Clerk was asked to make the correction. Mayor Pro Tempore Sayre advised that there needed to be a correction on the Affirmation of Re-Elected Council under 8.4 Election of Mayor.

The vote was 3-2 not 2-1.

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Mayor Lammert stated that the contract for Environmental Research Service was presented at the Council Retreat and is to be discussed and approved this afternoon. Mayor Lammert stated that the update on CRC will be discussed by Chris McCall this afternoon.

The Update on Private Sand Placement Project will be discussed by Calvin Peck this afternoon.

Mayor Lammert asked Deb Straub if there was anything she needed to discuss in reference to the budget. Deb Straub stated that there was a budget transfer of \$30,000.00 for Utility department, to cover the cost of replacing an electric transformer.

Mayor Lammert asked Calvin if he had heard whether Don Eggert with the Rural Planning Organization was coming to the afternoon meeting. Calvin stated he had received an email from Don that he would be giving information about Brunswick roads but not a request for action at this time.

Mayor Lammert asked if there were any committee reports that needed to be discussed.

- Councilman Douglas with the Beach Committee stated that he spoke with Ed Whitley about the test blocks that were placed on South Beach near Killegray and how successful they were and suggested placing more throughout the South Beach area. This was an experimental project and Jason Simmons had recommended doing this.
- Mayor Lammert asked if Lt. Freeman would be speaking for Chief Herring this afternoon. Lt. Freeman stated he would be doing so.

Returning to the work session agenda

3. Review of the contract for Environmental Research Service

Mayor asked the Councilmembers if there was any question that Dick Johnson could answer about the contract. There being none, the Mayor asked to have the contract place on the afternoon agenda to be approval. There were no questions about the contract other than the fact that Councilman Sayre did not agree with the Village entering into a contract with the Conservancy.

4. Discussion of Water Usage Restrictions

Calvin stated that routine maintenance on the Island has not been done because of the restrictions and that request have been brought up such as water to flush out motors in the marina, to rinse off salt water from boats, and this has become a problem with safe operational of other equipment. Calvin suggested changing Water Use Restrictions on page 3 Item 7: It originally read The use of water for washing or cleaning of mobile equipment including carts, trucks, boats and fleet vehicles is prohibited.

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Calvin suggested adding to this: unless water use is deemed essential to maintain the safe operational use or equipment integrity. Mayor Lammert suggested that we as a Council could go to a voluntary restriction for the time being. Ken with Utilities was asked to speak in reference to the drought. Ken stated that average for Bald Head Island is 61 inches per year. Ken stated that we only received 32 inches in 2007. Ken stated that Bald Head Island was 3.66 inches below normal for January 2008.

Councilman Douglas stated that the way Item 7 is written is not correct. Calvin states that the way it was written stating **mobile** in the first line should be taken out and that it should read use of water for washing or cleaning **equipment...** This should take care of all the issues raised by citizens.

Going back to the water issue Ken stated that the normal in January is 5.28. Mayor asked Ken if we were still in a restrictive state and Ken explained that the average of 61 inches was for a full year (February 2007 – January 2008) that Bald Head Island is still not ahead. Chip was asked if this would benefit the Fire Department and the Police Department with the cleaning of vehicles and equipment. Chip stated that this would help tremendously.

Councilman Pitera asked Ken what is the average amount of water we use per year? Ken stated that he did not know for sure.

5. Review of the latest Lagoon Study information

Calvin stated that he met with Golf Course Architect Tim Kates and staffs along with Jim Cornette, Dr. Douglas, and the Golf Course Superintendent in connection with the redesign of the 14th hole, so that it would not cause ponds 4 and 5 to be impacted unfavorably. Any changes will have to be taken in two steps with step one being: reshape 4 and 5 such that the chance will put us in compliance with the requirements of the NOV. Step two would be going to the Division of Water Quality with the Club for a permit change. Step one would be the overall plan. This would not include a modification to pond three. Councilman Douglas stated that the Club wants to do all this at one time and to reshape 14 so it would be a one step process. DENR will not let us do it. Councilman Pitera wants to do all the work on ponds 4 and 5 at one time. Calvin states that DWQ will not let us do that. Attorney Charles Baldwin stated that we could do this on Association property and then state that the changes on 4&5 would benefit everybody. Calvin stated that we can try to do that. Mayor Pro Tempore Sayre stated that all the physical work be done at one time, not in a two step process.

Calvin stated that at the suggestion of the Club, Retention Pond Services were contacted to give an estimate of cost to clean pond 3, 4 and 5. Glen Garrett and associate was sent to the Island and met with Jim Cornett and Ken and Robert and I to discuss the cleaning of the ponds. Jim Cornett has two other companies that will be coming over to give an estimate to clean the ponds.

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Mayor Pro Tempore Sayre asked what method would be used to clean the ponds. Calvin stated that a type of vacuum would be run across the bottom of the ponds two or three times to remove the build up from the bottoms of the ponds. This action would possibly take a day or two.

6. Discussion of Administrative Policy/ Salary Schedule with Adjustments

Calvin stated that the Council adopted the Personal Policy effective January 1, 2008 which included a revised salary schedule. There are six employees that are below the minimum for their grade and seven employees who's job title have changed. The cost to implement the new policy is an increase of \$8,829.00 in employee salary.

The Village Manager proposed a change to the new administrative policy to allow him to change work related policy without requesting an okay from Council. Mayor Pro Tempore Sayre requested the council be informed of any changes to the policy at the next council meetings. Calvin agreed.

7. Discussion of Village Cost Savings and Employee Benefits

Mayor Pro Tempore Sayre stated he would not be at the February Council meeting and wanted to address his concerns today saying that he feels like five eight hour days are more productive than four ten hour days. He understands that working on the Island is isolation yet he feels that this will be a loss of productivity. The Mayor thanked Mayor Pro Tempore Sayre for voicing his opinion.

Councilman Douglas asked if the April meeting could be changed. After a brief discussion it was agreed to move the April meeting to the 11th of April. All members approved the change.

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

Calvin stated that this afternoon he would discuss the situation on Timbercreek, ICE Permits, and outfall of hole #6, Laughing Gull stormwater, Utilities and Public Works building, Middle Island sewer, and the Progress Energy transformer for the Utility department. He stated that currently Progress Energy supplies power to the utilities company. There is an underground cable leading from SBHW to the Waste Water Treatment plant. That line is owned by the Village and is an asset to the Utilities as well as two transformers that provide power to the Waste Water Treatment plant. There are a couple of problems with that line due to it being a single line feed and if it goes down there are no options. The second issue is the transformers. They are getting older. One of the transformers went down a couple of weeks ago and it was un-repairable. Progress Energy replaced the old transformer with one large enough to run the whole operation. The cost was \$26,000.00.

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Mayor Lammert made a motion to move to close session at the Police Department. In a voice vote, all voted in favor.

(Motion carried 5-0)

The closed session began at 10:30 am.

9. 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)
- Personnel

Council made a motion to return to open session. In a voice vote, all voted in favor.

(Motion carried 5-0)

The open meeting reconvened at 2:30 p.m.

10. 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 5-0)**

The January 25, 2008 Village Council Work Session adjourned at 2:32 p.m.

Approved:

Larry Lammert, Mayor

Attest:

Debbie Talbert, Interim Village Clerk

