

**VILLAGE OF BALD HEAD ISLAND**  
**Regular Meeting**  
**December 15, 2006**

**Councilmember's Present:** Mayor Larry Lammert, and Councilors Gene Douglas and Art Morris.

**Councilmember's Absent:** Mayor Pro Tempore Andy Sayre and Councilor John Pitera

**Staff Present:** Village Manager Calvin Peck, Assistant Village Manager/Planning Director Chris McCall, Police Chief Richard Herring, Chief Chip Munna, Building Inspector Stephen Boyett, Tax Administrator Dawn Reno, Administrative Assistant to Utilities Cathy Briggs, Village Attorney's Charles Baldwin and Micheal Myers and the Village Clerk Amy Candler recording the meeting.

**Others Present:** Bald Head Island Limited Director of Transportation Woody Fulton, Bald Head Island Limited Director Of Planning Jim Henry, Bald Head Association Manager Joey Hill, Bald Head Island Conservancy Director Suzanne Dorsey and Hillary Snow with the State Port Pilot.

**Citizens Present:** Charlie Himes, Win Stevens, Don Tillman, Dick Johnston, and Bob Portor.

**1. Call to Order/Approval of Agenda Mayor Lammert**

Mayor Lammert called the December 15, 2006 Village Council Meeting to order at 10:08 a.m. Councilor Morris made a motion to approve the Council Meeting agenda as presented. In a voice vote, with Mayor Pro Tempore Sayre and Councilor Pitera being absent, all voted in favor. **(Motion carried 3-0)**

**2. Public Hearings**

- 2.1 A Public Hearing on an Ordinance Allowing the Village Police Department to Perform Criminal Background Checks using the Division of Criminal Investigations (DCI)

Chief Herring explained that due to recent legislation, the N.C. General Statutes changed so that an ordinance would have to be passed for the Police Department to perform criminal background checks on employees. At this time, Mayor Lammert opened the floor up for public comment. There were no citizen comments at this time.

- 2.2 A Public Hearing on an Amendment to the Village of Bald Head Island Code of Ordinances, Chapter 30 Entitled "Utilities"

Mr. Peck explained that the proposed Utility Ordinance details the total operations of the Village Utility Department. He further advised that the Utility Department has been governing under a broad ordinance that did not detail the ins and outs of the Department. There were no citizen comments at this time.

- 2.3 A Public Hearing on an Amendment to the Village of Bald Head Island Code of Ordinances amending various Sections to Article II, Flood Damage Prevention



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be part of this training exercise. Chief Munna further advised that house is located on Sandpiper Trail which is a great location because there are only a few houses that are located beyond the site. Chief Munna explained that all of the proper permitting has been obtained by Brunswick Community College as well as notification to the surrounding property owners. He advised that the controlled burn is scheduled for January 15<sup>th</sup> through the 20<sup>th</sup>, 2007. He further advised that the appropriate Island entities have been made aware of the controlled burn. The liability of the controlled burn was questioned. Chief Munna replied that the liability is covered by the Community College. He further explained that this training will include all of the public safety on the Island including the Police Department. Mr. Henry questioned the possibility of the winds coming from the northeast during time of year of which the training is planned. Chief Munna responded that the community college has looked at past weather data for the month of January and determined that the week scheduled was the best week for the burn.

4.4 Consideration and Approval of an Ordinance Allowing the Village Police Department to Perform Criminal Background Checks using the Division of Criminal Investigations (DCI)

Councilor Morris made a motion to approve the ordinance that will allow the Village Police Department to perform criminal background checks using the Division of Criminal Investigation (DCI) as submitted. In a voice vote, with Mayor Pro Tempore Sayre and Councilor Pitera being absent, all voted in favor. **(Motion carried 3-0)**

4.5 Consideration and Approval of an Amendment to the Village of Bald Head Island Code of Ordinances, Chapter 30 Entitled "Utilities"

Councilor Douglas made a motion to approve the amendment to the Village Code of Ordinances Chapter 30 entitled "Utilities" as submitted. In a voice vote, with Mayor Pro Tempore Sayre and Councilor Pitera being absent, all voted in favor. **(Motion carried 3-0)**

4.6 Consideration and Approval of an Amendment to the Village of Bald Head Island Code of Ordinances amending various Sections to Article II, Flood Damage Prevention

Councilor Morris made a motion to approve the amendment to the Village Code of Ordinances amending various sections to Article II entitled "Flood Damage Prevention" as submitted. In a voice vote, with Mayor Pro Tempore Sayre and Councilor Pitera being absent, all voted in favor. **(Motion carried 3-0)**

**5. New Business**

5.1 Financial Statement-November, 2006—*Manager Peck*

Mr. Peck advised that the Village has hired Debra Straub as the new Finance Director. He further advised Ms. Straub will join the Village team beginning January 2<sup>nd</sup>. Mr. Peck thanked the search committee that came together to assist in the application process as well as the interviews.

Mr. Peck reported that property tax collections are over \$500,000 behind compared to this time last year.

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5.2 Broch, Padgett, and Chandler, PLLC – Village Audit, Fiscal Year 2005–2006—*Wayne Berry*

Mr. Berry reported that his firm was hired to provide their unqualified opinion for fiscal year 2005-2006 audit. He advised that one of the biggest changes in operations during the year was the addition of the Utility Fund. He advised that at the end of the fiscal year, the Village had \$5,297,941 available in cash and investments. He further advised that the change in the general fund balance was an increase of approximately one million dollars. Mr. Berry touched on the Capital Project Funds and commended Ms. Reno on her 99.94% tax collection rate.

**6. Committee Reports**

6.1 Beach

**Anne Kane**

There was nothing to report from the Beach Committee at this time.

6.2 Finance

**John Knott**

In the absence of Mr. Knott, Mayor Lammert reported that the Finance Committee worked on the strategies that will allow the best possible investments for the Village.

6.3 Public Safety

**Don Tillman**

Mr. Tillman reported that the Public Safety Committee talked about educating the public on monitored fire alarm systems and golf cart safety.

6.4 Public Works

**Richard Mesaris**

In the absence of Mr. Mesaris, Mr. McCall reported that the Public Works Committee is working on the details of the structural movement ordinance as well as an ordinance that deals with the discarding large waste items.

6.5 Transportation

**Wayne Lambert**

In the absence of Mr. Lambert, Mayor Lammert reported that the Transportation Committee discussed the Marina at Deep Point.

**7. Monthly Reports**

7.1 Manager's Report

**Manager Peck**

Mr. Peck reported that Progress Energy has completed laying the underground portion of the new power lines. He advised that the project should be complete and the contractors demobilized by December 22<sup>nd</sup>.

Mr. Peck reported that the Village Staff had a training session in regard to the floodwater pump system. He advised that a mock run was held of the entire system and the Village is continuing to work out any glitches in the system. Mr. Peck further advised that there are additional preparations to be made to the site including a concrete pad at the site as well as a rope and pole type fencing.

Mr. Peck reported that the Cape Fear Council of Governments is working on an assessment for the five (5) to ten (10) year Capital Improvement Plan. He advised that the report will be available for the Council to review at the January Retreat.

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7.2 Police Department

**Chief Herring**

Chief Herring reported that the Police Department is continuing to work on golf cart registrations. He advised that the current registrations expire on December 31<sup>st</sup>.

7.3 Fire/EMS Department

**Chief Munna**

Chief Munna reported that it has been a routine month for the Fire Department. He emphasized the importance of having chimney's inspected before the cold weather sets in.

**8. Comments, Reports and Questions**

8.1 Citizens

Mr. Porter commented that he hopes the Village fights the IRS regarding the Transportation fringe benefit.

8.2 Bald Head Island Association—Bob Porter President

There were no comments from the Association at this time.

8.3 Bald Head Island, Ltd.—Joyce Fulton

On behalf of Bald Head Island Limited, Mr. Fulton advised that the barge fees for the fire trucks coming over for the controlled burn will be taken care of by Limited.

8.4 Bald Head Island Conservancy—Suzanne Dorsey

On behalf of the Bald Head Island Conservancy, Ms. Dorsey reported that David Nash came to the Island for an educational session on median maintenance. Ms. Dorsey thanked the Village for continuing the deer management project.

8.5 Mayor and Council

There were no additional comments from the Mayor or Council at this time.

**9. Adjourn**

With no additional items for discussion, Mayor Lammert entertained a motion to adjourn the December 15, 2006 Council meeting. Councilor Douglas made a motion to adjourn. In a voice vote, with Mayor Pro Tempore Sayre and Councilor Pitera being absent, all voted in favor. **(Motion carried 3-0)**

The meeting adjourned at 10:46 p.m.

Approved:

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Larry Lammert, Mayor

Attest:

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Amy R. Candler, Village Clerk

