

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

March 14, 2008

Location: Bald Head Island Police Department Conference Room

Councilmembers present: Mayor Lammert, Mayor Pro Tempore Sayre, Councilman Douglas, Councilman Morris, and Councilman Pitera

Staff Present: Village Manager Calvin Peck, Asst. Village Manager/Planning Director Chris McCall, Finance Director Deb Straub, Executive Assistant/ Human Resource Officer Dawn Reno, Police Chief Richard Herring, Chief of Emergency Services Chip Munna, Public Works Director Ben Liddle, David Suther 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: Fran Stevens, Brook Williams, BHI Director of Communications Joyce Fulton

1. Call to Order/ Approval of Agenda

Mayor Lammert

Mayor Lammert called the March 14, 2008 Village Council Work Session to order at 9:30 a.m. Mayor Lammert asked for any changes in the work session agenda. With no changes, Councilman Pitera made motion to approve the work session agenda as presented. In a voice vote, all voted in favor.

(Motion carried 5-0)

2. Review of Agenda for the Regular Meeting of March 14, 2008

Mayor Pro Tempore Sayre spoke to Chief Chip Munna in reference to the Building and Building Regulation Ordinance being voted on at the Regular Meeting March 14, 2008. Chip responded stating that the businesses involved were Limited properties and Village properties and among the properties involved all were informed of the Public hearing today on the Ordinance. The Ordinance does not require businesses that are below 500 square feet to have a monitored fire alarm system. Chip stated some of the businesses listed, are below 500 feet but because they are rented to the public they must have a monitored fire alarm system.

Mayor Lammert stated that the Consent Agenda will have the minutes for January and February meetings and a tax release.

Mayor Lammert stated the Public Hearing date for the approval of Middle Island Sewer Extension Preliminary Assessment Roll will be discussed during the Council Work Session.

Deb Straub spoke about the financial statements. She stated she has been working on the five year financial plan for the Finance Committee.

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Deb Straub stated there was a budget transfer in the Beach Fund from the Line Item Construction to the Dune Restoration Vegetation Line for the planting of Sea Oats.

Councilman Douglas stated that the Beach Committee has a recommendation for renovation and correction of deficit to the beach accesses. Mayor Lammert stated that there have been plans discussed for the beach accesses that could be raised as the dunes increase in height. Councilman Douglas stated that these accesses have been looked at and have been prioritized. Calvin suggested to Ben of Public Works to get estimates on the proposed beach accesses.

Councilman Morris stated that the Public Safety Committee has made a recommendation to the Public Works committee in reference to Stede Bonnet and Federal Road widening to improve safety on the roads.

Councilman Pitera stated that the Transportation Committee had brought up at the last meeting about empty parking spaces in the overnight parking area.

Councilman Pitera stated that Woody has agreed to designate five parking spaces for rent in the overnight parking area for a daily fee. Joyce Fulton stated she would get the exact prices and present it at the Council Meeting.

Councilman Morris asked Joyce Fulton if BHI Limited would be placing railing along the walkway at the marsh. Calvin stated that the building permit was issued through the Village with a railing system and the permit is still active. The job is not completed by BHI Limited Construction.

The Mayor stated that Dave Hasson was up for re-appointment with the Board of Adjustment Committee and asked the Council for their approval. With all in favor of motion, Mr. Hasson was reappointed.

Mayor motioned to take the meeting back to the Work Session agenda.

3. Discussion of Utility Issues

• **Use of Wells to Reduce Brunswick County Water Usage**

Calvin discussed with the Council the budgeted amount for water for this year and for the following year. The Utilities Department has been trying to supplement (without using RO) the amount of water purchased from the county. Calvin stated that we have received the okay to use two wells with limited filtration to supplement the Brunswick County water from the Division of Water Quality. Calvin explained that the reason we can use only two wells during slower population months is due to the ratio of Brunswick water with well water.

• **Rain Barrels**

Calvin spoke in reference to the Village purchasing rain barrels from the county to have on display at the Village Hall. The Mayor stated that these would be available to the residents of Bald Head Island to purchase for \$60.00.

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- **BHI Club Water Usage**

Mayor stated there was a letter sent from the Club in reference to the water usage and concerns with the new plantings. The Mayor asked the Council if there were any questions or concerns. With no comment the Mayor suggested going to the next item on the agenda.

4. Discussion of Status of Drought Restriction

Calvin stated that he and Ken had discussed the water drought issues. Calvin stated that the coast is at a Moderate Drought. Calvin stated that the Eastern coast has gone from a severe to a moderate drought. Calvin made the recommendation to the Council to go to a Phase 1-Voluntary Conservation Water Shortage Response Plan. This would include taking the restrictions off new plantings, and would ask the public to continue with a voluntary continuation of the water usage. The Mayor stated that this would be consistent with what Brunswick County and the surrounding areas. All the Council agreed to go to a Voluntary Water Usage. The Mayor suggested a motion. Councilman Pitera motioned and with a voice vote all agreed. **(Motion carried 5-0)**

5. Review of Middle Island Sewer Extension Preliminary Assessment Roll

Chris discussed that the sewer lines have been installed and the project cost has been put together. Calvin stated that this is to set the Preliminary Roll to have a public hearing, receive comments, and make necessary changes before setting the Final Roll. Chris stated that Staff is making recommendation that 16 parcels be exempt due to the fact they have conservation easements or size of property is below parcel size to be developed. The Mayor stated that a letter and advertisement needs to be sent out prior to the hearing. Mayor asked for an agreement on this preliminary resolution. Councilman Douglas made a motion with Council in agreement. Mayor stated there would be voted on this issue at the afternoon Council meeting.

6. Review of Harbor Village Beach Stabilization

Calvin stated that we are moving ahead to hire a Structural Engineer to design the extension of the jetty. Calvin stated the four harbor groins to be re-built have been looked at and the Village has received a price from a contractor. The Village has asked Eric to do minor redesigning and then have the new designed bid on by contractors. Calvin stated Land Management Group (LMG) is doing the require permit request to do the dredging of Bald Head Creek.

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Mayor stated that there was a letter sent in reference to Hospice facilities. The Mayor asked the Council if they objected to a letter being sent back to Hospice to show support. With the Council's approval, Mayor stated he would respond with a letter of support.

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

Calvin informed everyone that there is steel on site for the new Utility facility. The structure of the Utility building should be complete by March 24, 2008. Calvin stated that the Public Works building would be started once the utility building was complete. Calvin stated there have been several Architects interviewed and the Village is very pleased with their ideas for the new Fire/Public Safety building.

Mayor Pro Tempore Sayre gave an update on plans for the Village Hall expansion. He stated that the plans are progressing. During the discussion, all Council agreed to keep the floor elevation the same as the preexisting building and to work with Brunswick County to start the process of having a library on the Island.

Chris stated he spoke with Bob Dern with the FEMA Litigation division and the NC Flood Plan Management branch about releasing the revisal Flood Zones earlier than December 1st. Chris stated that the meeting went well with this and should be hearing something back soon.

Calvin informed the Council that the bids for paving Stede Bonnet were sent out to various contractors. The ICE permitting fee process is going well at Deep Point. Woody wants to extended contract for another year.

Calvin stated that Laughing Gull storm water project is under construction and should be done by Easter.

Calvin received estimates for South Bald Head Wynd median plantings. He will be discussing with Limited the possibility of cost sharing.

Calvin received several comments on the Environmental Assessment permit for private sand placement. These comments came from the Division of Coastal Management with minor corrections. Calvin stated nothing has been received from the Corp of Engineers.

Calvin stated that the Village's Pre-hearing statement on the NOV's appeal has been submitted to our Attorneys in reference to Division of Water Quality. Calvin stated that the copy of Division of Water Quality's pre-hearing statement paperwork has not been received. Charles stated that mediation between the Village and Division of Water Quality is set for May 26th, 2008 and a hearing will be on June 9, 2008.

Calvin distributed the calendar data for the proposed budget review. Council was in agreement to do the Council review on May 6, 2008 at 1:00p.m.

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Calvin stated there is a NCBIWA meeting at Pine Nor Shores Aquarium on April 2-4, 2008. He and Councilman Douglas will be attending.

The Mayor asked Council if they were interested in a course on Manager's Evaluation to be held on April 29, 2008, at UNC in Chapel Hill. Mayor Lammert, Councilman Douglas, Councilman Morris and Calvin will be attending this class. Councilman Pitera asked why we have not cleaned the lagoons. Calvin responded by stating the Club was not satisfied with the proposal amount of cleaning and they will be taking samples of the bottom of the lagoon.

Mayor Lammert suggested going to Close Session at 10:10. With a voice vote, all approved.

8. 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**

9. Adjourn

With no additional items for discussion, Mayor Lammert entertained a motion to adjourn the Closed Session Meeting. In a voice vote, all voted in favor. **(Motion 5-0)**

The March 14, 2008 Village Council Work Session adjourned at 12:10 p.m.

Approved:

Larry Lammert, Mayor

Attest:

Debbie Talbert, Interim Village Clerk