

NAVASSA REGULAR COUNCIL MEETING

May 20, 2010

7:30 P.M.

MEMBERS PRESENT

Mayor Pro Tem Michael Ballard
Councilman Antonio Burgess

Councilman Milton Burns
Councilman Craig Suggs
Councilman Jerry Merrick

MEMBERS ABSENT

Mayor Eulis Willis

STAFF PRESENT

Claudia Bray, Town Administrator
Travis Barnes, Planner

Michelyn Alston, Admin. Assistant
Al Beatty, Zoning Administrator

CITIZENS & VISITORS

William Ballard
Dorsey Jones
Bun Bethel

Clifton Ballard
John Crowder
Darlene Jones

Mayor Pro Tem called the meeting to order.

APPROVAL OF MINUTES

UPON A MOTION BY COUNCILMAN SUGGS AND SECONDED BY COUNCILMAN BURNS THE MINUTES FROM THE PREVIOUS MEETINGS WERE ACCEPTED AND ADOPTED WITH THE NECESSARY CORRECTIONS. ALL VOTED IN FAVOR.

COUNCILMAN BURNS MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO AMEND THE AGENDA TO ADD EXECUTIVE SESSION TO DISCUSS PERSONNEL. ALL VOTED IN FAVOR.

RESOLUTIONS & ORDINANCES

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO ACCEPT AND ADOPT THE NORTH BRUNSWICK "BLUE WAY" RESOLUTION. ALL VOTED IN FAVOR. **(RESOLUTION #R-2010-10 LOCATED IN THE RESOLUTION BOOK IS HEREBY INCORPORATED INTO THE MINUTES OF THIS MEETING.)**

COUNCILMAN SUGGS MADE A MOTION SECONDED BY COUNCILMAN BURNS TO ACCEPT THE RESOLUTION AWARDING LAND CLEARING FOR CDBG PROJECT TO UNITED EXCAVATION SERVICES. ALL VOTED IN FAVOR. **(RESOLUTION # R-2010-11 LOCATED IN THE RESOLUTION BOOK IS HEREBY INCORPORATED INTO THE MINUTES OF THIS MEETING.)**

Public Hearing for Renaming of Laing Trail.

- COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN SUGGS TO OPEN THE PUBLIC HEARING FOR RENAMING OF LAING TRAIL. ALL VOTED IN FAVOR.
- Town Planner gave a brief about the Laing Trail Resolution.
- Mayor Pro Tem asked for remarks from public.
- Bun Bethel stated he had requested a name change on Dogwood Road and wanted to know if the same procedure was used regarding the name change for Laing Trail.
- Mayor Pro Tem stated that Laing Trail is a private road and Dogwood Road is a State Road that's why his request was not honored.
- The Town Planner clarified that all cost regarding the renaming of a street such as the cost of the sign and man hours would be the applicant responsibility.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO CLOSE THE PUBLIC HEARING. ALL VOTED IN FAVOR.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURNS TO ACCEPT THE RESOLUTION RENAMING LAING TRAIL TO "BUDDY AND NITA'S WAY". ALL VOTED IN FAVOR. **(RESOLUTION # R-2010-12 LOCATED IN THE RESOLUTION BOOK IS HEREBY INCORPORATED INTO THE MINUTES OF THIS MEETING.)**

PLANNING BOARD REPORT

The Zoning Administrator gave the following report:

- Planning Board held their monthly meeting last Wednesday.
- The Planning board requests that Council appoint a new member to fill the current vacancy. The following persons have expressed interest in the position:
Ms. Beverly Hutchinson, Mr. Dorsey Jones, Ms. Carole Moore, Ms. Ruby Brown, Mr. John Wells and Mr. Andre Andrews.
- The Planning Board is waiting on determination of whether the Town Council will utilize Safe Built Inc. for permitting and inspections.
- The Planning Board is in the process of reviewing a few text amendments to the Zoning Ordinance in order to strengthen its ability to address a variety of issues such as enhanced tree preservation and sweepstakes parlors/internet cafes.
- The Planning Board request that Council fined an attorney to help review upcoming planning policies such as the draft Stormwater Ordinance and draft Code Enforcement Ordinances, as well as provide the town with other legal expertise as needed.
- The Planning Board is still waiting on direction for Code Enforcement.
- The next scheduled Planning Board meeting is Wednesday, June 9th at 7:30 pm.

Staff Report:

- The Coastal Resource Commission approved the town's text amendments to the CAMA Land Use Plan regarding marina developments as part of PUDs.
- The Environmental and Stormwater Advisory Committee has been working on a final draft of the Stormwater Ordinance which should be coming to council soon.
- Staff has been working on the Green Challenge.
- The Town was awarded the Energy Grant to upgrade HVAC and new Hot Water Heater.

Mayor Pro Tem informed the public and Zoning Administrator that the Town Administrator is currently seeking an Attorney.

Mayor Pro Tem asked the tally from the secret ballot regarding the new planning board member. The candidates are Ms. Beverly Hutchinson, Mr. Dorsey Jones, Ms. Carole Moore, Ms. Ruby Brown, Mr. John Wells, and Mr. Andre Andrews.

The Admin. Assistant tallied the votes with Ms. Beverly Hutchinson having five votes total.

COUNCILMAN BURNS MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO APPOINT MS. BEVERLY HUTCHINSON TO THE PLANNING BOARD. ALL VOTED IN FAVOR.

Mayor Pro Tem briefs the public that Safe Built Housing would do the entire town's inspection instead of using Brunswick County.

COUNCILMAN SUGGS MADE A MOTION SECONDED BY COUNCILMAN BURNS TO ACCEPT SAFE BUILT HOUSING PROPOSAL. ALL VOTED IN FAVOR.

The Zoning Administrator reminded Council that they need to reappoint according to the new bylaws.

OLD BUSINESS

Phoenix Park

- Mayor Pro Tem reported that a meeting with Howard Capps was held on the 13th of this month about the Conceptual Plan. Public input meeting will be held May 27th, June 3rd, and June 10th all at 7:00 pm at IB Station in District 3 (Phoenix Community).
- The newly elected secretary Bun Bethel read the minutes for Phoenix Advisory Committee.
- CTY notification was requested.
- A request was made for a Welcome to Navassa Sign to be placed at the entrance of the Phoenix Park similar to the sign in district one.

Budget Team Meeting

- The meeting will be June 7th at 5:30 pm.

NEW BUSINESS

Housing for Mosquito Control Chemicals

- COUNCILMAN SUGGS MADE A MOTION SECONDED BY BURGESS TO TABLE THIS ITEM FOR FURTHER DISCUSSION. ALL VOTED IN FAVOR.

Elton Daniels our management Advisor for Economical Development informed the board that he is currently working on the following items:

- Police Department request for a mutual aid agreement.
- USDA Grant for Navassa Police Department.
- Received an Energy Grant from State Energy Office to change the HVAC in back offices and new hot water heater.

COUNCIL MEMBER'S REPORTS

Councilman Burns made the following report:

- Thanked the workers and Councilman Burgess for the work done on Beulah Lane and requested another load of rocks for that street.
- Requested information from the Council retreat from Town Administrator.
- Requested a work order for cleaning of ditches on Magnolia Drive.
- Requested an update on Nathaniel Andrews who is out on sick leave.
- Gave the directive that credit cards from the Police Department are to be turned in daily.

Councilman Burgess reported that he was not happy with the inspection on Victoria Lane and noted the following problems:

- There are two low dips in newly paved street.
- No ditch was installed for drainage
- The manhole on street is higher than the street and it needs a concrete pad around manhole to avoid tire damage.
- The cost to install a ditch will be forward to the town because in the initial contract a ditch was not included in the proposal.

Councilman Suggs reported that the transition with the Town Hall will be completed in about two weeks with keypad locks and time clock installed.

Councilman Ballard reported he has a meeting with Allen Pope regarding the road and ditches on Cedar Hill Road and will request the engineering report from Anthony Law regarding repairing the Loop Road.

CAC Board Update

Dorsey Jones the representative for the CAC reported that they are still collecting public comments and he asks residents to participate. Also, the organization will be recognized for their efforts at the UNCW Awards Banquet June 18th.

CITIZENS

Bun Bethel had the following questions and comment:

- How many members from the planning board were present at tonight's meeting?
- How many planning board members are there?
- Was the person elected to the planning board in attendance at tonight's meeting?
- Informed the board that attention is needed in District 3, it appears that small things are being discussed and the board should concentrate on job growth and infrastructure for the town.

Al Beatty asked what type of sign would be placed at the intersection of Cedar Hill Road and Mt. Misery Road. Would it be similar to the Welcome to Navassa sign on South Navassa and Broadway. Also, reminded the citizens about the previous bulletin board that was placed in the district and destroyed by the youth, stressed the important of taking care of any signage.

Clifton Ballard ask why Beverly Hutchinson was chosen for the planning board and made a suggestion that the sign reads "The Phoenix Community Welcomes you to the Town of Navassa" since we were annexed into the town.

William Ballard asked how many representatives from each district are on the planning board.

Darlene Jones ask what was the progress regarding the maintenance on the Welcome to Navassa.

EXECUTIVE SESSION

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL. ALL VOTED IN FAVOR.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO COME OUT OF EXECUTIVE SESSION. ALL VOTED IN FAVOR.

COUNCILMAN SUGGS MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO HIRE STEVE PAGLEY, PUBLIC WORKS SUPERVISOR AND AMY WARD, POLICE OFFICER. ALL VOTED IN FAVOR.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN SUGGS FOR AGENDA AMENDMENT FOR APPROVAL OF PAYMENT TO VENDOR AND ALLOWANCE FOR TOWN SIGN. ALL VOTED IN FAVOR.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO PAY \$30,000 TO RIGHT ANGLE ENGINEERING FOR SERVICES RENDERED BY MAY 28TH. ALL VOTED IN FAVOR.

Councilman Burgess informed the board that the amount needed was \$3,000 for the upkeep and redesign of the Welcome to Navassa Sign. Also stated that this amount did not include electricity for lighting or the flag poles.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN SUGGS FOR \$3,000 ALLOWANCE FOR UP KEEP OR RE-DESIGN OF THE WELCOME TO NAVASSA SIGN. ALL VOTED IN FAVOR.

UPCOMING EVENTS

Community Center Bids May 21st
Publishing Navassa Rag June
Chicken Cook-off May 31st

Phoenix Water System Bid June 10th
Navassa Pageant May 22

RECESS

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BURGESS TO RECESS THE TOWN MEETING TO MAY 27TH AT 6:00 P.M. ALL VOTED IN FAVOR.

Approval Date: **June 17, 2010**