

# Town of HOLLY RIDGE

PO Box 145 \* Holly Ridge, NC 28445 \* Phone (910) 329-7081 \* Fax (910) 329-1593

## HOLLY RIDGE TOWN COUNCIL REGULAR MONTHLY MEETING October 9<sup>th</sup>, 2012

Mayor Padgett called the Regular monthly Meeting of the Holly Ridge Town Council to order at 7:00 pm. at the Holly Ridge Town Hall. Council members present were Mayor Pro-Tem Edwards, Councilwoman Stanley, and Councilwoman Dingler. Also present were Manager Maiorano; Town Clerk, Heather Reynolds; and Attorney Kitchen. Councilman Hines was going to be late and Councilman Wright was unable to attend.

### Invocation and Pledge

Councilwoman Stanley gave the Invocation and Mayor Padgett led the Pledge of Allegiance.

### Adoption of Minutes

A motion was made by **Mayor Pro-Tem Edwards** and seconded by **Councilwoman Stanley** to adopt the minutes of the Regular Meeting held on September 11<sup>th</sup>, 2012 as presented. **All Agreed.**

### Adoption of Agenda

A motion was made by **Councilwoman Stanley** and seconded by **Councilwoman Dingler** to adopt the Agenda as presented. **All Agreed.**

**Presentation and Reading of the National Breast Cancer Awareness Month Proclamation**

Councilwoman Dingler read the Proclamation.

**Persons Wishing to Address the Council**

**Parks and Recreation Report**

Manager Maiorano reported the Children's Christmas Party was coming up on December 15<sup>th</sup> in the Community Center as well as a movie in the Community Center on November 17<sup>th</sup>. He also mentioned the last movie that was in the park did well with the concession stand making a couple of hundred dollars.

**Annual Audit Review by Larry Carpenter**

Larry Carpenter gave the following report:

- The audit is very clean with no reportable conditions.
- The assets of the Town of Holly Ridge exceeded its liabilities at the close of the fiscal year by \$2,058,602 with \$170,000 restricted by state statute.
- As of the close of the current fiscal year, the Town of Holly Ridge's governmental funds reported ending fund balance of \$1,245,878, a decrease of \$27,308 in comparison with the prior year. Approximately 14 percent of this total amount or \$170,995 is restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$1,013,706 or 85.56% of total general fund expenditures for the fiscal year.
- During the year, the Town made major road improvements at a cost of \$337,892, financed with installment obligations.
- The Town's net assets at the close of 2012 were \$3,205,431.
- The Town's liabilities at the close of 2012 were \$1,146,829.
- 2012 Installment Purchases were in the amount of \$799,151.
- 2012 General Obligation Bonds equaled \$237,000.

**Councilman Hines arrived at 7:09 p.m.**

- The Town's total debt increased by \$567,791 during the fiscal year and that was primarily due to the \$400,000 street project and the acquisition of vehicles.
- Current property tax levy collection percentage of 87.53%

Mayor Padgett asked if the Town was in good shape and Mr. Carpenter responded pretty much.

**ONWASA Report**

Councilman Hines gave the follow report:

- ONWASA is still working on their capital projects like the Summerhouse project.
- Nothing is going on in this area of the County.

Councilwoman Stanley asked if there is an estimated date for the Summerhouse project. Councilman Hines stated no.

**Public Hearings**

**Possible Rezoning of Parcel Number 734-127.1 and 734-104 located on Camp Davis Road from Light Industrial to Commercial**

A motion was made by ***Councilman Hines*** and seconded by ***Mayor Pro-Tem Edwards*** to enter into a Public Hearing. ***All Agreed.***

Manager Maiorano stated this property is owned by Mr. Brown and his brothers and most everyone will know it as the old pie plant property. It is currently zoned light industrial and they would like to rezone to commercial. Manager Maiorano said the rezone would fit with the Land Use Plan.

A motion was made by ***Councilman Hines*** and seconded by ***Mayor Pro-Tem Edwards*** to return to Regular Session. ***All Agreed.***

A motion was made by ***Councilwoman Stanley*** and seconded by ***Councilwoman Dingler*** to change the zoning to commercial from light industrial on parcels 734-127.1 and 734-104 located on Camp Davis Road. ***All Agreed.***

**Old Business**

**Hudiburg Pond Update**

Manager Maiorano said the Attorney and himself met with Mr. Williams on September 4<sup>th</sup> and discussed the pond issue. During the meeting on September 4<sup>th</sup>, Mr. Williams said he would get back to us by the meeting. Manager Maiorano stated Mr. Williams advised him this morning he

would have the pond cleaned by the end of November and he is currently trying to get in touch with Mr. Bullard who has been tied up with another project and has been referred to someone in Sneads Ferry. Manager Maiorano explained he would relay that message from Mr. Williams to the Council. Manager Maiorano also explained to Mr. Williams that the Council can decide to pursue legal action tonight and if they didn't they would give him a time and would certainly pursue legal action at the end of November. Manager Maiorano said the recommendation from him at this point is to allow him to move towards the end of November and clean it up and if it isn't cleaned up there would be no more meetings and pursue legal action.

Councilman Hines said he thinks the motion should include a deadline that says if the work is not complete by then, immediate action will be taken on December 1<sup>st</sup>, 2012 to mediate the problem.

A motion was made by *Councilman Hines* and seconded by *Councilwoman Stanley* to allow until November 30<sup>th</sup> and immediate action will be taken on December 1<sup>st</sup> to mediate this problem with the pond. *All Agreed.*

Attorney Kitchen suggested making some changes to the Health and Sanitation Ordinance such as instead of being mandatory for the Manager to immediately take action change this to may take action or clean up the issue or other such legal action. He said this way the Town would not have to bear the initial costs. Attorney Kitchen stated the ordinance could be presented at the next meeting with the changes.

### **Discussion of Park Development Plan**

Manager Maiorano said over the last 4-6 months staff has been working on the park plan and a couple months ago the plan was solidified down to where we want to go. He went on to say the hold-up would be finances and money to do what the Town would like to do. The immediate need would be the multipurpose field and we have prices on renting a bulldozer and pushing the dirt ourselves to make the field level. Manager Maiorano said the approximate cost would be around \$5,000 and that includes \$1700 for the bulldozer, \$1,000 for fuel, and a little left over for silt fence, hay and grass. Manager Maiorano said the recommendation is to have a \$5,000 fund balance appropriation.

Councilman Hines said this is the most cost effective way to do this because to fill this field any other way would be over \$100,000. Manager Maiorano said this project is still subject to the approval of Army Corp of Engineers and Larry has contacted them and they will be on-site in November. Manager Maiorano said DENR will also be involved and their approval is also required.

Councilwoman Stanley asked where the \$5,000 would come from. Manager Maiorano said the Town would take the money from the fund balance and place in the miscellaneous fund.

Councilwoman Stanley asked if we made money on the circus. Karen said it was between \$400 and \$500. Councilwoman Stanley asked if money was made at any other events and Manager Maiorano said yes but the other events were staffed. Councilwoman Stanley asked if that money could be used towards the \$5,000. Manager Maiorano said that money is a revenue source but it is not set up for expenditures. Councilman Hines said we are going to need to come up with fees for the multipurpose field as well. Councilman Hines said this all comes back to having someone to organize events too.

A motion was made by *Councilwoman Dingler* and seconded by *Councilwoman Stanley* to transfer \$5,000 from the general fund to account 10-610-57 for the purpose of leveling out the rear field at the Town Park. *All Agreed.*

### *New Business*

#### *Possible Adoption of Solid Waste Plan Update and Resolution*

Manager Maiorano said this is something that is required by DENR for the Solid Waste Plan that we do when we have a solid waste update. Manager Maiorano said we would turn this into the County and it is mandatory. He also mentioned this plan would need to be on file for future grants.

A motion was made by *Councilman Hines* and seconded by *Mayor Pro-Tem Edwards* to adopt the Solid Waste Plan Update and Resolution of 2012. *All Agreed.*

#### *Discussion of Curbside Recycling*

Manager Maiorano said right now we have two convenience centers here at the Town Hall that we pay \$150.00 to pull each time and we pull at least one a week. He went on to say staff looked at the cost of recycling with 96 gallon carts at each residence. Manager Maiorano gave the recycling PowerPoint presentation with the following highlights:

- Current Rate is \$12.50 for garbage and \$1.50 for recycling for a total of \$14.00 per household per month.
- Proposed Rate is \$12.50 for garbage and \$3.40 for recycling for a total of \$15.90 per household per month. With an increase of \$1.90 for recycling and no increase to garbage fees.
- Recyclables will be picked up bi-weekly.
- Pick-up will be a different day than garbage pick-up.

- Will include a 96 gallon recycling cart for each residence that Waste Industries will deliver initially. Delivery will take 6-8 weeks from the time the contract is signed.
- Benefits of curbside recycling will include increased recycling, no container for illegal disposal, better control of recycling, and out of area persons will not be able to use the Town recycling.
- Many citizens in the past have requested this service.

Councilwoman Stanley asked if everyone who receives a water bill is going to be required to do the recycling. Manager Maiorano stated yes. Councilwoman Stanley asked if the Town went with curbside recycling would the two containers at the Town Hall be removed. Manager Maiorano stated yes and anyone who has a business and does not have a garbage container would need to contract privately for recycling.

A motion was made by *Councilwoman Stanley* and seconded by *Mayor Pro-Tem Edwards* to go with the curbside recycling with an increase of \$1.90 a month.

Councilman Hines asked if there needs to be any rules or regulations to govern this such as throwing garbage in the recycling bin. Attorney Kitchen said an ordinance could be developed. Councilman Hines asked if we would want to have that ordinance in place prior to. Manager Maiorano said there is 6-8 weeks before delivery and we can bring an ordinance to the Council in November or December. Manager Maiorano also mentioned this will mean a 5 year contract extension and we just signed a contract last year. Councilman Hines asked if this could come before the Council next month and Manager Maiorano said yes.

*All Agreed.*

### **Curbside Recycling Roll-Out Cart Grant Program**

Manager Maiorano said this is a grant that is coming from the Division of Environmental Assistance and Outreach (DEAO) Program. Staff would like to apply for assistance for startup program assistance for curbside recycling. Manager Maiorano said it is a simple grant and the Town would receive \$10.00 per cart and we currently have 873 carts, making the total \$8730. Manager Maiorano said Heather and Barbara went to a DEAO meeting last week and the administrator of the program was present so the Town is in touch with him.

A motion was made by *Councilwoman Stanley* and seconded by *Mayor Pro-Tem Hines* to give the Town staff permission to go for the curbside recycling roll-out cart program. *All Agreed.*

**Discussion of Take Home Patrol Car for Detective**

Manager Maiorano said Mike Gibbs is here to be introduced to the Council and he has been with us before so some of the Council may remember him and he has spent the last few years with the Sheriff's Department. The detectives have always had a take home car and it would be beneficial if Mike could take the car home. Manager Maiorano stated this would be beneficial when Mike needs to go to the jail, court, or to the Magistrates office and respond to a scene. Manager Maiorano said the car would go straight to the house and is specifically for the detective position.

Mayor Pro-Tem Edwards asked where Mike lives. Mike stated he lives in Carolina Plantation

subdivision in Jacksonville off of Western Extension. Mayor Pro-Tem Edwards asked which vehicle this will be. Manager Maiorano stated he will drive the unmarked Crown Vic.

A motion was made by ***Councilwoman Stanley*** and seconded by ***Councilwoman Dinger*** to allow the detective to drive the police car to his house and/or as needed. ***All Agreed.***

**Police Department Comments**

Sergeant Whaley said there is an upcoming checkpoint on October 26<sup>th</sup> and everyone is invited. He also said the grant for the additional officer has been approved. Mayor Pro-Tem Edwards asked how many total officers the Town will have including the Chief. Sergeant Whaley stated nine officers.

**Fire Department Comments**

Chief Longo gave the following update:

- October is Fire Prevention Month and there are many events going on throughout the County and the Fire Department has participated in some with the new fire truck.
- The new truck has turned into Pierce's show truck in this part of the state and the company has asked other departments to come see the truck here.
- The Fire Department will be helping the Police Department with the checkpoint this month.
- The run count for this month was 41 total with 33 being EMS first responders.
- Audit information was turned in and completed and should be back before the end of the year.

- The department has renewed their recognition for their rescue provider and medical responder provider this past month and that is a level of service they provide with specialty equipment and number of rescue technicians and EMT's they have.
- Business meetings are the first Wednesday night of the month and scheduled training is the third Wednesday of the month.

Councilwoman Stanley said last month the Fire Department reported applying for a grant to help pay for uniforms and wanted to know if anything had been heard about this. Chief Longo said they were denied this quarter but would submit next quarter for 10 sets of turnout gear. He also said they are waiting to hear back from the State Fire Grant because they submitted for new electronics. Mayor Pro-Tem Edwards mentioned painting the fire hydrants and Chief Longo said everyone should see personnel out testing the flow on the hydrants and once they are tested they will be painted.

### **Town Manager Comments**

Manager Maiorano stated the Town budgeted \$13,000 for the grant for the police officer as a good faith payment and is not sure when the position will be available but once all the paperwork is in order he will come back to the Council with all of the figures. Manager Maiorano asked Sergeant Whaley if there is a drop dead date for the 800MHZ radios. Sergeant Whaley said they keep extending the deadline. Manager Maiorano said once the Sheriff's Department switches, the Town will need to. Sergeant Whaley said the ground work is still being laid. Mayor Pro-Tem Edwards asked what the status of the website is. Manager Maiorano said the internet has been down at the Town Hall and there was trouble getting everything up but it should be up by tomorrow.

### **Council Concerns**

Councilman Hines said the goals that were set need to be reviewed and see where we stand with them. He also mentioned the economic development and needing to get that information out.

Mayor Pro-Tem Edwards said a couple of weekends ago he attended the Coastal Federation event at Morris Landing and found the way oysters are bagged to be very interesting.

Councilwoman Stanley wanted to commend Karen on the financial work. She thanked everyone else for everything they do and thanked Heather for working hard on the website.

Councilwoman Dingler said the ditches in Town are looking nice and told everyone a good job.

Councilman Hines asked Karen if it looks like the Town budget will be good as it progresses. Karen said yes everything looks right on and the sales tax should come in about \$10,000 above.

Announcements

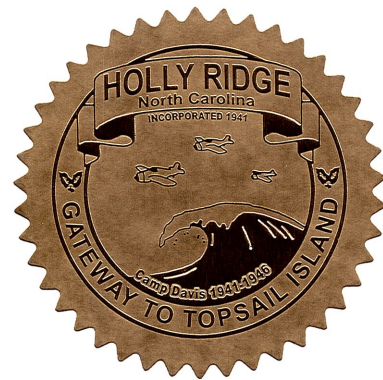
Mayor Padgett gave the following announcements:

- Planning Board Meeting – Tuesday, October 23<sup>rd</sup>, 2012 at 6:30 p.m.

Adjournment

A motion was made by *Councilwoman Stanley* and seconded by *Councilwoman Dingler* to adjourn at 8:08 p.m. *All Agreed.*

*Attest:*



  
\_\_\_\_\_  
Mayor Padgett

  
\_\_\_\_\_  
Heather Reynolds, Town Clerk

*These minutes were recorded and prepared by Town Clerk Heather Reynolds*