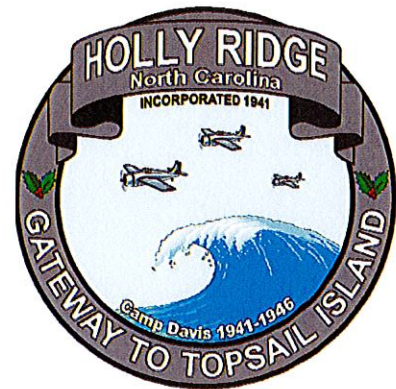


# Town of HOLLY RIDGE

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## Holly Ridge Town Council Retreat March 14<sup>th</sup>, 2015

Mayor Dingler called the Town Council Retreat to order at 10:00 a.m. at the Holly Ridge Community Center. Council members present were Mayor Pro-Tem Hines, Councilwoman Stanley, Councilman Lang, and Councilwoman Bragg. Also present were Town Manager Pierce; Chief Maiorano; Heather Reynolds, Town Clerk; Planning and Zoning Director Larry Willaford, and Public Works Director Mike McFann. The guest speaker was Robert Vause with the Department of Transportation.

### Invocation and Pledge

Councilman Bragg gave the invocation and Mayor Dingler led the Pledge of Allegiance

### Adoption of Agenda

### Manager Opening Comments

Manager Pierce stated he invited Robert Vause with the Department of Transportation to address any issues or questions we might have with streets in the Town. Manager Pierce stated we would also go over the short and long term goals from last year to see which ones were met and also to make sure the ones that have not are still attainable.

### Street Plan Overview – Mike McFann, Public Works Director

Mike McFann, Public Works Director stated he was giving a task in June 2014 of coming up with a street plan. He said this involved going street to street and finding any problems that the streets have. Mike stated he has streets that are in need of immediate repairs. He said the minor ones that we can take care of now will cost the Town less money. Mike stated listed below are the repair areas that are not major but if we can take care of them now, again it will cost less money for the Town.

- Intersection of Bass and Trout Street – Patch Hole
- 245 Bream Street-Patch Hole
- Intersection of Bream Street and Bass Street-Patch Hole
- Intersection of Brent Avenue and Cypress Avenue-Cut and Replace Asphalt
- 95' SW of Intersection of Brent Avenue and Cypress Avenue-Hole needs patched and crack sealed
- 139 Brent Avenue-Cut out and replace asphalt; 60' crack needs sealed
- 147 Brent Avenue-Pothole needs patched; cracks need sealed
- 54' SW of Brent Avenue-Pothole needs patched; cracks need sealed
- Intersection of Burns Street and North Jenkins Street-Patch holes
- 292' W of intersection of C.C. Camp Road and Highway 50-Pothole needs patched; crack needs sealed
- Chub Street-Patch hole
- Circle Drive-Front of building A-Patch five holes
- Circle Drive-Front of building I-Patch hole
- Circle Drive-Front of building H-Patch hole
- Intersection of Circle Drive and Hines Street-Patch hole
- Intersection of Cypress Avenue and Brent Avenue-Patch hold
- 60' SW of 145 Dwight Road-Asphalt needs cut out and replaced
- Intersection of Dwight Road and Cypress Avenue-Asphalt needs cut out and replaced
- 405 South Dyson Street-Patch needs patched; cracks need sealed
- 309 South Dyson Street-Patch needs patched; cracks need sealed
- Intersection South Dyson and Sanders Street-Patch pothole
- 60' E of Intersection of North Green and Sound Road-Patch hole
- 126 North Green Street-Patch hole
- 50' W of 144 North Hines Street-Patch hole
- Intersection of South Hines Street and Hudiberg Street-Cutout sinkhole and repair (Onslow Paving Schedule)
- 208 South Hines Street-Cut out asphalt and replace
- 213 Holly Street-Patch holes
- 35' South of Intersection of Hudiberg and Hines Street-Patchwork needed
- 40' South of 316 Hudiberg Street-Cut out asphalt and Replace
- Intersection of Hudiberg Street and South Smith Street-Remove patchwork and replace
- Intersection of Jenkins Street and Hudiberg Street-Remove patchwork and replace
- 125' South East of intersection of Lee Street and Highway 50-Patch hole
- 55' North of intersection of Main Street and North Green Street-Patch two holes
- 301 Pine Street-Patch hole and seal cracks
- 98' West of intersection of Pine Street and Hines Street-Patch hole
- Intersection of Smith Street and Dwight Road-Repair hole
- Intersection of Smith Street and Hudiberg Road-Repair potholes
- 121 South Smith Street-Cut out broken asphalt and patch
- Intersection of South Smith Street and Highway 50-Repair potholes

- Intersection of Sanders Street and Highway 50-Patch potholes x three
- 70' Southeast of intersection of Sanders Street and South Hines Street-Replace patchwork
- 206 Sanders Street-Patch holes x two
- Intersection of Sanders Street and South Green Street-Patch holes
- 197 Trout Street-Patch hole

Mike McFann stated a rough estimate to fix all the repairs is anywhere from \$15,000.00 to \$18,000.00. He said the price might come down if we could give the company a lot of work and they could come in with their equipment instead of having to come back to do the jobs individually. Mayor Dingler asked if the list Mike gave everyone was prioritized. Mike stated the list was not prioritized.

Councilwoman Stanley asked who would be providing the estimates. Mike McFann stated it would be Onslow Paving, but he also stated he has had poor response from Onslow Paving and his patience is running out waiting on Onslow Paving to get back in touch with him. Mike stated he gave Onslow Paving until 4:00 p.m. and they have not replied. Mike stated he has contacted Southern Asphalt and he's received an estimate from them. He stated Onslow Paving has some warranty issues that needs to be addressed as far as asphalt work and he intends to hold them to that. Chief Maiorano stated the Town has just spent \$400,000.00 with Onslow and they should at least return the phone call. Mike stated the difference between the two estimates is only about \$100.00 and Southern Asphalt is more. Councilwoman Bragg asked how long the warranty is good for. Mayor Pro-Tem Hines stated he thought it was for a year but they were notified within the year and now it's been almost two years. Mayor Dingler asked if Public Works is doing any of the repairs. Mike stated the Maintenance Department can seal the cracks, but the Public Works Department does not have the equipment to conduct the repair work.

Mayor Pro-Tem Hines asked if the list included driveway and under the road culverts. Mike stated it was a combination. Mike stated he was checking the roads and the culverts at the same time he did the street plans. Mike stated he went by and took measurements, what kind of material it was, if it was in need of repair or if it was in good condition. He stated his department rides around on rainy days to make see how water is flowing and if the Public Works finds a backup it goes on the list. Mayor Pro-Tem Hines asked if the Town buys the pipes and the Public Works Department installs them, who are responsible for the maintenance of them. Chief Maiorano stated the Town would replace them because of our right of way. Chief Maiorano stated there should be a street replacement plan. Chief Maiorano asked Mike if \$18,000.00 is the cost to cover the culverts. Mike stated no this amount is just for the asphalt and contractor.

Manager Pierce asked how the pot holes in front of the post office are. Mike McFann stated right now it's ok but we have not had a lot of rain. He said initially the asphalt was flexing and now there is a second sink hole. He said two weeks later, we got more significant rain and where the asphalt was flexing another sink hole was formed. We filled the hole with asphalt and saw no flexing of asphalt. Mike stated ONWASA came out with their camera and after

two attempts they could not get the pipe scoped. The first time they come out there was too much water. He stated his department cleaned out a ditch and this let the water flow out. The second time they came out there was too much sand. Mike stated the next option is GPR- (Ground Penetrating Radar). Mike said he was not sure how much this will cost. He said he would just like to keep the road closed and see what happens next. He stated there were no signs of water. Robert Voss with Department of Transportation gave several suggestions on how the Department of Transportation could possibly fix that type of problem. Mike stated if the Town would give him the go ahead he would be glad to get some bids together. Chief Mairoano stated because this is a street repair issue and we have an estimate of \$18,000.00 is this something we want to bring back before the Council. Mayor Pro-Tem Hines suggested that it be brought before the Council in April for approval.

**Presentation by Robert Vause, District Engineer, NCDOT**

Guest speaker Robert Vause with the Department of Transportation stated the latest construction project updates in our area are as follows:

- Bridge replacement on Shelter Creek Highway 50 just getting started
- Surf City Bridge replacement scheduled for 2017
- Piney Green project hopefully completed mid 2016
- U 51-32 close to completion
- 25 14 B suppose to open mid June 2015

Mr. Vause stated for 2015-16 year they are going to start working on Sound Road. He stated he was not sure how far out this would be. He said they did some patching on Sound, Holly Ridge and Hardison Roads. Their plans for 2015-16 are to start on Sound Road at Highway 17 and get out as far as they can. He said as far as maintenance the Department of Transportation is focusing on three roads, Highway 50, Highway 17 and Sound Rd. He stated these roads are the responsibility of the Department of Transportation. He stated there is a mowing agreement in place and there will be new prices for this year. He said he is behind on the sweeping agreement but he hopes to have this information back to us within the next thirty days. He said the sweeping agreement is typically where they would come and clean up the curbing once a quarter and the Department of Transportation pays for it. If the municipality chooses to do more than that that's fine, but the Department of Transportation would only reimburse up to four times a year.

He said Hines Street and Highway 50 is a joint effort with the County Maintenance Engineer. He said this area was temporarily patched but with the cold weather, that's mostly gone. He asked Mike McFann if they could meet Tuesday morning for discussion about this project. He stated he would like to introduce Mike to some of the maintenance staff. He said Andy Davis and Grady Fisher will be the two points of contacts for the county. He stated another responsibility of the Department of Transportation is driveways. Residential driveways are maintained six foot from the edge of the pavement. If it is a commercial driveway a driveway permit is required. Mr. Vause stated they are to be paved back to the right of way. He said ditches that take water away from the roadway are not the department's responsibility.

Mayor Pro-Tem Hines stated the Town has had a problem a Dyson Street and Highway 50. He stated the main problem is around the curbing. Mr. Vause stated he comes back on Tuesday to meet with Mike McFann they will go out and look at this situation. Mayor Pro-Tem Hines asked if there was going to a bypass coming through Holly Ridge. Mr. Vause said there were no plans at all of a bypass coming through Holly Ridge.

Councilwoman Stanley asked about the timing on stop lights. She stated there is a lot more traffic on Highway 50 and the lights do not stay green long enough. Mr. Vause stated Jesse Booker is in charge of traffic lights and he will pass this information along to her. Councilwoman Stanley asked when the inmates pick up trash why do the bags sit there for weeks. Mr. Vause stated this is the maintenance department's responsibility. He said after they pick up the trash they are suppose to call and let the maintenance department know it has been picked up and they are to come and pick up the bags.

Councilwoman Stanley asks if there are any plans to pave Sound Road. Mr. Vause stated they are looking at this project for the year 2015-16 year. Councilwoman Stanley asked if there was a way to install a crosswalk at the intersection of Highway 17 and Highway 50. Mr. Vause asked if the town has plans to install sidewalks at this location because he did not know if this would qualify without any sidewalks. Mr. Vause stated he would pass this information along to George Eckhardt, who is with the traffic department and Mr. Eckhardt would let Town Manager Pierce know the outcome.

Deborah Hill asks about grants pertaining to multi-use trails and their planning. Mr. Vause stated there are no additional funds for grants at this time. He stated the best person to contact is Patrick Flannigan but as far as planning Joe Chance would be who you should contact.

Mayor Dingler asked if a shopping development should come in town, how you decide where the turning lane should be. Mr. Vause stated it depends on what the developer wants. He stated they study the site plans and then numbers are run. He said nationwide values have been studied and they take the square footage and come up with a number, talk with the developer and in the peak hour it is anticipated how many cars will make that turn. He said in the back of the driveway manual is a chart and if the numbers meet the warrants, we require it as a condition of the driveway permit. He said once the turn lane is constructed and accepted by the department, it is considered an extension of the roadway and it becomes the department's responsibility for maintenance. He said some developers like to come in with phases. He said they work with municipalities and who has the zoning authority. He said they work with the Town and developer and agree on where the traffic is coming from. He said if it's a really large development we take the TIA and send it to Raleigh and they decide on where the turn lanes will be.

A discussion was held in reference to all of the roadway construction in and around Camp LeJeune. Also there was discussion of a super street coming about in our surrounding areas like Wilmington and Jacksonville. Discussion was also held about the new overpass coming out of Porter's Neck onto Highway 17 North. Mayor Pro-Tem Hines if they were still going

to have roundabouts in Surf City. Mr. Vause stated there would be a roundabout at Little Kinston Road and another one when you come off of the bridge.

Councilwoman Bragg stated south of Snap Fitness water is standing. Mr. Vause stated he would check into this and get back with us. Chief Maiorano stated when you are coming southbound into Holly Ridge water is also standing. Mr. Vause added this to his list.

Mayor Dingler thanked Mr. Vause for coming and speaking to all of the council.

The Council recessed for lunch from 12:12 p.m. until 12:54 p.m.

### **Short-Term and Long-Term Goal Review**

Manager Pierce stated he was very goal oriented and he wanted to make sure the goals from last year's meeting are valid. Mayor Dingler asked if there were more goals to be added could this be done at this meeting, or does this call for another meeting. Manager Pierce stated either way was fine with him. Mayor Dingler asked for another day due to time restraints.

Manager Pierce stated wants to know in the short term goals if balancing the operational budget without using the savings are working or not. Mayor Dingler stated this has been an on-going issue. Manager Pierce also said maintaining a tax rate is an ongoing issue also. Manager Pierce stated one of the possible goals is to discuss in the future a Parks and Recreation Committee. He said there were some applicants who are supposed to attend our annual Easter Egg Hunt and we will just wait and see who shows up and who does not. Mayor Pro-Tem Hines stated he was gun shy about this because of situations that have happened in the past. He stated the last person we had for this committee left the Town hanging at our Children's Christmas Party. Manager Pierce stated our only other option is to hire someone for Parks and Recreation. He said this would be a budget impact. Deborah Hill stated North Topsail Beach just went through the same thing and they just gave the Parks and Recreation duties to the Planning Board. Chief Maiorano stated what happens are the volunteers come up with plans and they don't think about the money it cost the Town or the consequences it could cost the Town.

Councilwoman Bragg suggested having a volunteer list and this way the person would feel like part of the committee. Mayor Dingler stated that the next step would be to hire an employee for the Parks and Recreation within the next two years.

Mayor Dingler what would be the next step to take care of our multipurpose field. Mayor Pro-Tem Hines stated we are waiting on Jim Bullard to come back and grade and level the dirt out. Manager Pierce stated the next goal is to build the website. Mayor Dingler stated this goal would now be just a maintenance goal because the website is up and running. Manager Pro-Tem Hines stated we should continue to work on our industrial incentives so when someone comes this is already in place. Manager Pierce stated one of the goals from last year is to video Board Meetings. Mayor Pro-Tem Hines stated he thought this was a good idea. He said when ONWASA went to doing this; it made a world of difference. He said the public got

to look at see exactly what ONWASA was doing. Mayor Dingler asked if anyone knew how much it would cost to put this on the website. A discussion was made to try and find out.

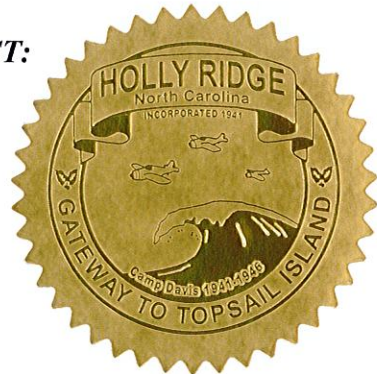
Mayor Dingler stated she would like to look into big box ordinance but we need more information. Manager Pierce stated unified Town Signs was a goal from last year. Deborah Hill stated there could possibly be a North Carolina Department of Transportation Gateway Grant. Discussion was held about the signs on Highway 17 and Highway 50. The two signs on Highway 17 are unified.


Mayor Dingler asked if the Council wants to set another meeting just to talk about goals. Discussion was made to set another meeting to discuss goals.

### **Adjournment**

A motion was made by Mayor Pro-Tem Hines and seconded by Councilwoman Stanley to adjourn at 1:55 p.m. *All Agreed.*

**ATTEST:**



  
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*Anita Dingler, Mayor*

  
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*Heather Reynolds, Town Clerk*

*These minutes were recorded and prepared by Deputy Town Clerk, Tracy Martin*