

Town of HOLLY RIDGE

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HOLLY RIDGE TOWN COUNCIL REGULAR MONTHLY MEETING April 14th, 2015

Mayor Dingler 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 Hines; Councilwoman Hill; Councilwoman Bragg, and Councilwoman Stanley. Also present were Town Manager, Joe Pierce; Town Clerk, Heather Reynolds; Deputy Clerk, Tracy Martin, and Attorney Chuck Kitchen.

Invocation and Pledge

Mayor Pro-Tem Hines gave the Invocation and Mayor Dingler led the Pledge of Allegiance.

Adoption of Minutes

A motion was made by **Councilwoman Stanley** and seconded by **Councilwoman Bragg** to adopt the minutes of the Regular Meeting on March 10th, 2015, the annual Town Council Retreat on March 14th, 2015 and the Special Meeting held on March 24th, 2015 as presented. **All Agreed.**

Adoption of Agenda

Councilwoman Stanley stated we need to add the Budget Workshop. Mayor Dingler stated we would add this item to 10-F.

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

Persons Wishing to Address the Council

Pam Hall of Holly Ridge stated she wanted to speak about the Camp Davis festival that is going to be held on April 25th, 2015. She stated this event was started by Holly Ridge Business owners who wanted to impact the community and see what the business needs are. She stated this event has snowballed and has grown. There are six volunteers who have been

with this event since the beginning. There are schools, real estate agents, banks, and others who have come on board to help out. She stated there are four venues. The Community Building will be geared towards children's activities. The Community Park will be for outside events such as food, merchant vendors and live music. Ms. Hall stated the new veterinarian in Town will be sponsoring a pet costume contest as well. She stated she has requested a permit with the Department of Transportation to shut down Sound Road at the intersection of Highway 17 to the intersection of Main and Sound Road. She thanked the Holly Ridge Police Department for their support and help in the closing of these streets. She stated the section in front of the Paradise Club will be geared towards the military historical memorabilia. She stated in front of the Paradise Club there will be vendors, authors, and the flag ceremony will be held at the church beside the club. Ms. Hall said outside of the City Café there will be vendors there as well. Mayor Dingler said while she has been out in the community and on base many folks have come forth to say they are so excited about this event. Mayor Dingler thanked everyone who is involved in this event for all of their hard work.

Dorothy Royal-103 Atkinson Point Road Surf City said she would like to congratulate Tracy Martin and Deb Hill for their participation in the Reel Housewives of Topsail Island Cancer Bike Ride Benefit. She said Camp Lejeune called and said they would be providing an Osprey for tours on the old Camp Davis landing strip. She said the marine museum in Jacksonville will be providing a bus for this event, which will cut out a lot of traffic for this event. Mrs. Royal stated another reason why she is here is because she will be opening up a business in Holly Ridge soon and she is concerned about there being only one cop on duty on a Saturday night. She stated she has met with the Assistant District Attorney in Wilmington and he said the gangs and the drug heroin is on the way to our community. Mrs. Royal stated she did not understand why there is not more than one cop on duty especially on Saturday's year round. She stated the kind of business they will be bringing to Holly Ridge is the kind of business if someone had three minutes, it would be devastating.

Mayor Dingler stated Onslow County Museum in Jacksonville also has a lot of Camp Davis items and we have already been discussing the police issue.

Dawnevea Evans-302 E Ocean Road Holly Ridge stated there will be tours of the old Camp Davis sites and there will be a dance band at 6:00 p.m. in the park. She stated there will also be a fire dancer and then the fireworks also in the park. She said she wanted to thank everyone who has donated items. She thanked the Police Department and the Fire Department for their help with this event also. Dawnevea stated Surf City has really stepped up and donated \$1000.00 and the Topsail Board of Realtors gave \$500.00 along with Mainsail and Lewis Realty. She stated at the last meeting she asked for the Town of Holly Ridge to donate money and if there is a reason why the Town could not donate, she would like to discuss the reason why. Mayor Dingler stated that the Town has donated over \$3000.00 in-kind services. Mayor Dingler stated The Town has donated the Police, barricades, Community Building, and the Community Park along with other services. She stated the Town is donating the whole day of services. Mayor Dingler stated she did appreciate the other Townships stepping up and helping with this event as well.

Parks and Recreation Report

Town Manager Pierce the Easter Egg Hunt went off without a hitch. There were over one hundred children at this event. Mayor Pro-Tem Hines said Mike McFann stated there were over 3000 eggs put out for the children. Mayor Pro-Tem Hines stated the staff and the volunteers did an outstanding job.

Liberty Fountain Committee Report

Councilwoman Stanley stated they had a good meeting and they are getting estimates on the cost of building the Liberty Fountain. Councilwoman Stanley stated she was going to contact Barbara to see if the committee could obtain a booth at the Camp Davis Day Celebration. She stated they needed more volunteers because they are going to start asking for donations hopefully start selling bricks at the booth. She stated the bricks are \$100.00 per brick. Mayor Pro-Tem Hines asked if the bricks were for anybody or just for military. Councilwoman Stanley said it was just for the veterans but anybody can buy a brick but it will be in memory of the veteran. She stated the bricks will be engraved with three lines and 20 characters per line. She stated she would like for Heather to put this information on the Town's website pertaining to their booth at the Camp Davis Celebration.

ONWASA Report

Mayor Pro-Tem Hines stated they should be finishing up with the line on Sound Road soon. He stated he was going to push for the clean up on Sound Road before the 25th of April. He stated the Northwest project should be online in June of this year.

Report of Released Tax Refunds for March 2015

There were none

Public Hearings

New Business

Possible Approval of Contract to Audit Accounts

Mayor Pro-Tem Hines asked if we have any other bids from any other auditors. He stated he has not been satisfied with the auditor for the last couple of years. Town Manager Pierce stated the Town has not received other bids from other auditors due to the absence of a finance director and new employees that we have had to hire. Manager Pierce stated it was the intent of the Town to submit bids for other auditors for next year. Mayor Pro-Tem Hines said we need to make some changes.

Councilwoman Bragg asked if we have asked Mr. Carpenter for exactly what we want and how we want it presented. Councilwoman Bragg said if we have not, Mr. Carpenter is going to be presenting the way he has done in the past. Mayor Pro-Tem Hines stated he should just

detect the questions we ask every year of what we expect. He said he was a custom to presenting our strengths and weaknesses.

A motion was made by *Councilwoman Hill* and seconded by *Councilwoman Bragg* to approve the contract with the auditor Larry Carpenter for the fiscal year 2015. *All Agreed.*

Possible Appointment to the Parks and Recreation Committee

Mayor Dingler stated initially there were five applicants for the Parks and Recreation Committee. Mayor Dingler stated some have withdrawn but tonight we have three applicants. She stated they are Pam Hall, Alice Hollingshead, and Dawnevea Evans who are here tonight to hopefully be appointed to the Parks and Recreation Committee. Councilwoman Hill stated the more people see activity going on the more people will want to get involved. She stated if you want your life to have meaning, you need to get involved in your community.

Councilwoman Hill asked if anyone else other than the three people mentioned can volunteer. Mayor Dingler stated yes the board is made up of five people who make the decisions. The committee can have as many volunteers as it wants.

A motion was made by *Councilwoman Hill* and seconded by *Councilwoman Stanley* to approve all three applicants for the three positions on the Parks and Receptions Committee. *All Agreed.*

Mayor Pro-Tem Hines asked after the motion if the two existing people will still be existing Mayor Dingler stated that is correct this completes the board.

Mayor Dingler administered the Oath of Office to Pam Hall and Dawneva Evans. Alice Hollingshead was not at tonight's meeting.

Dawneva Evans asked if this position would interfere with being on the Planning Board, because the Planning Board is first priority. Attorney Kitchen asked if Dawneva holds any other positions such as a Notary Public. Dawneva responded she does not hold any other positions.

Possible Appointments to the Planning Board/Board of Adjustment

Mayor Dingler stated with the consolidation of the Planning Board and the Board of Adjustments the existing committee was abolished. She said because this is something new and we have to reappoint the applicants. Mayor Dingler stated the applicants for the Board of Adjustments are Dawneva Evans; Jason Thigpen; Cindy Throne; John McIver; Judy Ferrier; and Patricia Hosinski. Mayor Dingler stated we will pick five of the six and then the Board will need two ETJ members. Attorney Kitchen stated one issue is we have staggered terms. Mayor Pro-Tem Hines stated the Council has to assign the terms for the chosen candidates tonight. Councilwoman Hill asked if there had ever been a Planning Board meeting where

there was not a quorum. Dawneva stated there was one meeting where there were no items on the agenda and they were not able to have the meeting because there was no quorum.

Manager Pierce stated the Planning Board shall serve a term of three years and such terms are staggered as follows member number one which is a Town Resident one year and member number two County Resident one year. Member number three Town Resident two years, member number four which is a County Resident two years. Member number five which is a Town Resident is two years and member number six which is a County Resident is two years. Member number seven which is a Town Resident three years. Mayor Pro-Tem Hines asked again for the terms of the Town Residents. Heather stated one Town Resident for one year; three Town residents for two years and one Town resident for three years. Mayor Dingler stated after that the initial appointment all terms are for three years.

The Town Council decided to vote to for the applicants for the Board of Adjustments. Deputy Clerk Tracy Martin passed out the ballots to the Council so they could cast their vote. Councilwoman Hill asked if there has been any training for the Board of Adjustments. Dawneva Evans stated about 2 years ago the committee went through all of the ordinances and went through 25 pages.

Attorney Kitchen read aloud the candidates that were chosen by the Council to represent the Board of Adjustments. They were as follows: Dawneva Evans; Judy Ferrier, John McIver, Patricia Hosinski; and Cindy Throne.

The terms of each member was decided by a random drawing. The terms were assigned as follows:

- Cindy Throne – 1 year term
- Dawneva Evans – 2 year term
- John McIver – 2 year term
- Judy Ferrier – 2 year term
- Patricia Hosinski – 3 year term

Mayor Dingler congratulated all of the above and said the oath of office will be administered at the next Planning Board/Board of Adjustment meeting.

Discussion of Possibly Changing the Day of Observance for the 4th of July Holiday

Mayor Dingler stated July 4th falls on a Saturday this year and normally we observe on Friday the 3rd. She stated since a lot of work will be going into preparing for the Town's annual July 4th celebration, the employees would like to have Monday July 6th off.

A motion was made by **Mayor Pro-Tem Hines** and seconded by **Councilwoman Stanley** to Observe the 4th of July holiday on Monday July 6th, 2015. **All Agreed.**

New Installation of New Fire Hydrant on Maple Street

Manager Pierce stated after discussion with Mike McFann Public Works Director, Brandon Longo Fire Chief, and ONWASA staff, it was decided the fire hydrant placed within 125 feet of Highway 17 and Maple Street would better prepare us for our ISO requirements. The cost would be \$4727.14. Manager Pierce stated the town has been advised by Matthew Padgett, that there may be a slight difference in the cost due to engineering. Manager Pierce stated the fire hydrant must be within 1000 feet according to our ISO requirements. Mayor Pro-Tem Hines asked if this would reach the last house on Maple Street. Chief Longo stated he had measured and it would reach the last house. Councilwoman Stanley asked if this is approved tonight does Manager Pierce have the authority for up to \$1500.00 more so it does not have to come back to the Council for approval. Manager Pierce stated he does have the authority. Councilwoman Stanley asked if we need to approve an amount of \$5000.00 rather than \$4727.14. Manager Pierce stated he thought \$5000.00 would be a safe amount to ask for. Councilwoman Hill asked if the Town would have to pay for permits or if the amount of \$5000.00 included all permits needed. Attorney Kitchen stated the only permit would be DENR. Mayor Pro-Tem Hines stated there is also a permit for planning and review by ONWASA. He stated this is considered a line extension and now the Town will have to have an engineer. Councilwoman Stanley asked if ONWASA has an engineer. Mayor Pro-Tem Hines stated the Town will have to hire an engineer. Manager Pierce stated he will find out the exact cost and let the Council know. Councilwoman Hill stated her main concern is that the staff does not have to come back and ask for more money. Mayor Pro-Tem Hines stated we could get everything rolling and then know how much it will cost and add to it the next meeting if we have to. Councilwoman Hill asked what line item this will be taken from the budget. Manager Pierce stated \$1950.00 will be taken from line item 10-660-77 and put in to 10-610-57-0. Manager Pierce stated \$2777.14 will be coming out of line item 10-420-16-0 and put in to line item 10-610-57. Mayor Pro-Tem Hines stated the funds will have to be transferred as far as the motion is concerned.

A motion was made by ***Councilwoman Hill*** and seconded by ***Mayor Pro- Tem Hines*** to approve \$1,950.00 from line item 10-660-77-0 to line item 10-610-57-0 and \$2,777.14 from line item 10-420-16-0 to line item 10-610-57-0 and an additional \$272.86 from line item 10-420-57-0 to cover the cost of construction of a fire hydrant and waterline on Maple Street. ***All Agreed.***

Discussion of Budget Workshop

Mayor Dingler stated the Town Council needs to decide on the dates to have the budget workshop. She stated the tentative dates are May 11th, or May 14th, 2015. Mayor Dingler stated the workshop will be held during working hours. Councilwoman Bragg stated she would not be able to attend due to her work schedule. Council decided to hold the workshop on May 11th, 2015 from 9 a.m. until 2 p.m.

Police Department Comments

Major Bryant there was nothing to report at this time. Councilwoman Stanley asked when the Topsail Voice was going to start putting the stats back into the paper. Mayor Bryant stated Vickie Morrison sends the stats in every week. Major Bryant also introduced new patrolman Javaris Johnson.

Fire Department Comments

Chief Longo thanked the Town for the new fire hydrant on Maple Street. He stated the ISO inspection will be held the second week in July. Chief Longo stated the membership has been working hard to make sure the ISO goes well. Councilwoman Hill asked if there was anything the Town could do to help out with the ISO inspection. Chief Longo stated the majority of it is in house and making sure they have the right equipment. He stated he feels good about the upcoming ISO inspection. Councilwoman Stanley asked on the stats what does M/A stand for. Chief Longo stated it stands for mutual aid.

Mayor Dingler asked Major Bryant about the medicine drop. Major Bryant stated it went well.

Manager Comments

Town Manager Pierce stated Holly Street has been an issue but Mike McFann and his crew fixed it. He stated the problem was due to a deteriorating pipe. The Public Works Department replaced the pipe and the hole was backfilled and they are waiting for it to settle and then the sink hole will be repaved.

Manager Pierce stated the case regarding the firing range has been settled and the consent judgment has been signed. Manager Pierce thanked Mayor Pro-Tem Hines, Chief Maiorano and the Public Works Department for completing the picnic area outside of the Town Hall. He stated this area will now give the employees somewhere to eat outside and a place where the ones that smoke can go instead of in front of the Town Hall.

Manager Pierce stated an offer has been made for the finance director. He stated Christina Austin should start Monday April 20th, 2015.

Mayor Pro-Tem Hines asked when we could start talking about repairing the pot holes in and around the Town. Manger Pierce stated Mike has an estimate and as soon as that is finalized we can start to move forward. Mayor Pro-Tem Hines stated he knew the Town was getting the run around from Onslow Graving and Paving regarding Hines Street but what is it going to take for them to come and fix the problem. Mayor Pro-Tem Hines stated that the work the Town is waiting on from Onslow Paving is warranty work and Onslow Grading and Paving has been putting this off for a long time. Attorney Kitchen stated once they are notified that there is an item that needs to be fixed under warranty, which stops the time limit from running.

There is a general time limit of three years but this can change by contract and you can pursue a law suit if they do not comply.

Councilwoman Stanley asked if the Town was going with Southeastern to do the remaining work around Town. Manager Pierce stated staff has been in contact with them in regards to the remaining work.

Council Concerns

Councilwoman Bragg thanked everyone for coming to the meeting and she also thanked the new Council Member Deb Hill. Councilwoman Bragg welcomed Javaris Johnson to the Police Department. She asked if any of the Council has reached out to the Fire Department to resolve the issues and squash the back and forth comments that took place at the last meeting. Mayor Dingle stated Chief Longo has reached out to all of the Town Council about the ISO rating. Councilwoman Bragg apologized to the citizens for not being able to make the meeting on May 11th, but stated her job will not allow her to do so.

Councilwoman Stanley thanked Pam Hall and her committee for the hard work they have done in regards to the Camp Davis Celebration Days. She thanked the Fire Department, Police Department and all of the employees for the work they are doing. Councilwoman Stanley congratulated Deb Hill for becoming a new council member.

Councilwoman Hill thanked everyone for allowing her to be on the Council. She stated she wants everyone to tell their friends about the Camp Davis Celebration Days. She stated she wants to promote getting involved in the community.

Mayor Pro-Tem Hines commended Town Clerk, Heather Reynolds for the hard work she has been doing for the last two months due to the absence of a finance officer. He stated this has added a heavier workload on Deputy Clerk, Tracy Martin as well as Planning and Zoning Barb Lynch. He stated he has seen an improvement in the Public Works due to the restructured. He stated there have been additional duties added to the Public Works Department and he hopes when the Budget comes around the Town will see the Public Works needs additional help. Mayor Pro-Tem Hines stated there have been a lot of areas annexed into the city limits and this is another reason why additional help is needed.

Mayor Dingle stated this week is manufacturing week and she would like to thank the following for having their business in the town limits. She thanked J & J Snack Food, Gulf Stream, Advance Machine and Truss Builders. She said it is volunteer appreciation month and she thanked all of the volunteers for their help.

Announcements

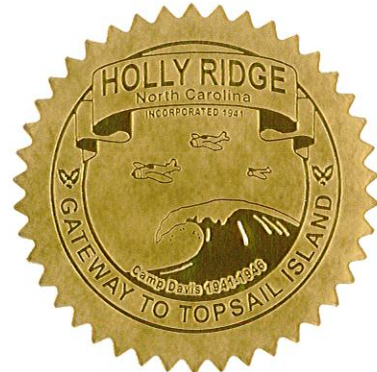
Mayor Dingler gave the following Announcements:

- ONWASA Board Meeting Thursday April 16th, 6:00 p.m.
- Tuesday, April 28th, 2015-Planning Board Meeting/Board of Adjustment beginning at 6:30 p.m.
- Tuesday, May 12th, 2015-Liberty Fountain Committee Meeting beginning at 6:00 pm.

Adjournment

A motion was made by *Mayor Pro-Tem Hines* and seconded by *Councilwoman Stanley* to adjourn at 8:20 pm. *All Agreed.*

Attest:



Anita Dingler

Anita Dingler, Mayor

Heather Reynolds

Heather Reynolds, Town Clerk

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