



Town of Southern Shores

6 Skyline Road
Southern Shores, NC 27949-3600
252-261-2394
252-261-0778
Fax 252-261-0452

Council Meeting
September 7, 1999
7:30 p.m.-Pitts Center

1. Mayor Wood called the meeting to order at 7:30 p.m.
Councilman Pitts absent
2. Merrie Smith led the Pledge of Allegiance.
3. Mayor Wood asked that a moment of silence be held for several families in Town.
Carl Seto, Sr. and Bob Wills passed away. Kern Pitts, Eunice James, Martin Kellogg and
all the families need our prayers
4. Councilman Campbell made a motion to approve the consent agenda as presented.
Councilman Kennedy seconded. Approved unanimously.
5. Police Chief Brazell introduced Jennifer Parker as the Administrative
Assistant/Records Clerk.
6. Planning Board Report

Chairman Morgan began by asking Council to set a public hearing date on the proposed zoning amendments for large homes. She read the public hearing notice. She continued by saying the Planning Board will continue to look into the rental property issue. Mayor Wood stated a complete copy of the draft changes in the zoning ordinance is available at the Town Hall during regular working hours.

7. Old Business

Set Public Hearing Dates

Mayor Wood announced a date for a second public hearing needs to be set for the ETJ-waterways. The date and time selected will be September 22, 9:00 a.m. to be held at the Pitts Center.

A citizen requested that the public hearing for the amended zoning ordinances could be held at night.



Old Business cont'd

Tom White, Town Attorney, stated the ETJ-waterway public hearing only affects one property owner, NCDOT, and that hearing needs to be held at 9:00 a.m. because by law they need a four week in advance notice, which was done. Councilman Campbell made a motion to hold the second public hearing for the proposed zoning ordinances at 7:00 p.m. on September 22, 1999 in the Pitts Center. Councilman Kennedy seconded. Approved unanimously.

Jim Finnelli asked why the Town's police power is being extended to Martin's Point? Mayor Wood explained this is to empower the police to control the use of jet skis on the adjoining waterways. Mr. Finnelli asked does this police power go beyond jet ski use, such as fishing or boating. Police Chief Brazell explained this ordinance does not apply to the land. Tom White explained that those activities are not included in the General Statute for ETJ's. He also said that the NC Marine Fisheries Department regulates fishing and boating.

8. New Business

a. Hurricane/Tropical Storm Report

Tom Gjestson, Town Manager, reported Hurricane Dennis mercifully spared the town from serious damage. Many trees fell but property damage was not significant. The estimated cost of removing storm debris is approximately \$25,000. He asked residents to cut their branches and trees and place at the right-of-way. He explained that bids would be taken for the removal of the storm debris. He reported that Hatteras Island reported 5 million dollars worth of damage and the Town of Nags Head reported 5.4 million.

Tom Gjestson informed Council that a designated applicant agent needs to be selected for a FEMA form. This form needs to be filed each time there is reported storm damage for reimbursement from FEMA. Councilman Kennedy made a motion to appoint Tom Gjestson and Dick Wood as the designated applicant agents to FEMA. Councilman Campbell seconded. Approved unanimously.

Elsa Edwards asked if it is known when Dare County will do the large item pickup?
Mayor Wood said we only know it will be sometime in October

New Business cont'd

b. Approval of Inspection of Bridges Agreement

Tom Gjestson presented a resolution regarding the bridge inspection mandated by the state. He explained the cost is \$4,000 to inspect the Dick White Bridge and the Fairway and Dogwood Trail Bridge which fall under this Federal program. Councilman

Sutherland made a motion to adopt the resolution, the expenditure for the bridge inspection, and the Mayor to execute the contract. Councilman Campbell seconded. Approved unanimously.

c. Authorization to Tax Collector

Tom Gjestson requested Council's approval for the tax collector to collect this year's taxes. Councilman Campbell made a motion to authorize the tax collector to collect the Town taxes. Councilman Sutherland seconded. Approved unanimously. Tom Gjestson remarked that the Town should be proud of the tax collector; the most recent tax collection rate in Town was 99.9%.

d. Employee Cost of Living and Merit Increases

Tom Gjestson asked Council to approve the employee cost of living raise of 2.5% beginning the next pay period of September. Councilman Kennedy made the motion to approve the cost of living increase of 2.5% beginning the next pay period of September and to authorize the Town Manager to approve department increases for the employees. Councilman Campbell seconded. Approved unanimously.

e. Ocean Rescue Invoice

Tom Gjestson presented an invoice from the Nags Head Ocean Rescue Service for \$65,000.00 as the first installment due now on the lifeguard services for the year from July 1, 1999 to June 3, 2000. Mr. Gjestson explained this service gets paid twice a year. Councilman Sutherland made a motion to pay the invoice as presented. Councilman Kennedy seconded. Approved unanimously.

New Business cont'd

f.-g. Police Hardware/ Software
Police Handguns/Vehicles

Tom Gjestson requested Council approve these expenditures for the police department, these are budgeted items: \$14,000.00 to Haggard Printing, \$600.00 for two (2) docking stations; \$4,600.00 for weapons and holsters; and \$55,000.00 for two (2) vehicles, a Crown Victoria and an Explorer; \$1,450.00 for three (3) trailer hitches; and \$800.00 for a camcorder. The total is \$76,450.00.

Chief Brazell explained the old weapons are being traded in. Councilman Campbell asked what happens to the guns when they are traded in. Chief Brazell explained there are proper procedures used and some officers have chosen to buy their weapon back following those procedures

Mayor Wood asked what is a 'docking station'? Chief Brazell explained they are used in the patrol cars to upload information to the CIGNA computer.

Councilman Campbell made a motion to approve the expenditures of \$76,450.00 for the police department. Councilman Sutherland seconded. Approved unanimously.

h. Budget Amendment #2

Tom Gjestson presented Budget Ordinance Amendment #2 for the Pistol 2000 software for the police department computers. Councilman Sutherland made a motion to approve the Budget Ordinance FY99-00-2 as presented. Councilman Kennedy seconded. Approved unanimously.

i. Board of Adjustment Reappointment

Tom Gjestson presented the names for reappointment to the Board of Adjustment: Jack Bradley, Pat Storey and Carole Alberts. Councilman Campbell made a motion to reappoint Chairman Bradley for one year as chairman, Pat Storey for 3 year term and Carole Alberts, alternate, for a 3 year term. Councilman Kennedy seconded. Approved unanimously.

9. Public Comment

Pat Storey announced the "Meet the Candidates" night will be held on Monday September 13, 1999 at 7:30 p.m. in the Pitts Center. This is sponsored by the League of Women's Voters and is in conjunction with the SSCA meeting.

Public Comment cont'd

Tina Downey of Clamshell Trail expressed her concern regarding the crossing over of NC 12 to go to the beach. She feels it is dangerous for the cars parking and people walking to get to the beach. She suggests lowering the speed limit or posting signs that read "stop for pedestrian" during the summer season.

Councilman Campbell requested the police department to review the situation at the light (push button) at Chicahawk and make recommendations concerning safety needs at all paths crossing NC12.

10. Mayor's Agenda-None

11. Council's Agenda

Councilman Sutherland reported that reviewing septic permits for the 557 identified rental properties in Town disclosed that 319 were advertised with occupancy limits exceeding septic capacity. Letters are being sent to both owners and real estate companies of the 238 properties that are in apparent violation of the septic standards.

Councilman Sutherland explained that it is time to do another roadway study. In the past ITRE (Institute for Transportation Research and Education) affiliated with NC State and NC University has performed this service. The study has been set for September 16 and 17 at a cost of \$3,000.00 and recommendations will be made.

Councilman Sutherland reported that Council and the Town Manager attended a meeting with the Dare County Commissioners and representatives for NC Power to discuss the placing of utilities underground. He commented the Town only has seven (7) miles of lines to be placed underground so the question is does the Town want to be a part of the county proposal or do something on their own?

Councilman Sutherland reported he attended a Dare County "beach nourishment" task force meeting with Mike Hejduk. He explained the Town is not involved in the "beach nourishment" project but does have to have representation on this committee.

Councilman Sutherland presented two (2) resolutions for Council to consider. A feasibility of Federal Funding of a hurricane and storm protection plan for 13 miles of ocean shoreline in Dare County to: 1) appeal to Congress to secure emergency federal authorization and appropriations as soon as possible and 2) request that the Coastal Resources Commission validate all sandbag permits for beach nourishment extend the permits for an additional three years. Councilman Kennedy made a motion to approve the presented resolutions. Councilman Campbell seconded. Approved unanimously.

Council Agenda cont'd

Councilman Sutherland commented the ETJ jet ski ordinance is in the works and will be presented in the near future.

Councilman Sutherland is selling NEST (Network for Endangered Sea Turtles) shirts for the organization.

Councilman Kennedy reported that Southern Shores Realty sent letters to Town property owners regarding septic permits in relation to occupancy. The Town will be sending letters to property owners who are found to be advertising an overage on occupancy.

Councilman Kennedy reported the crossovers to the beach need to be cut back.

Councilman Kennedy reported that Dare County is purchasing new garbage trucks and hiring more personnel and this should help get them back on schedule.

Councilman Campbell reported the new road to the cemetery has been put on hold and storm debris needs to be placed at the right-of-way by the end of the month. Stop signs and no-parking signs have been placed but the paving has been put on delay due to the storm.

12. Town Manager's Agenda

Tom Gjestson announced anyone wishing to see how the radar trailer works should stay after the meeting and Officer Nock will be giving a demonstration.

Tom Gjestson thanked the Fire and Police Department for their help during Hurricane Dennis. No monthly fire report was given.

Police Chief Brazell stated he would be giving the monthly police report. Several citizens requested that this be added back into the monthly meeting.

Bobby Walters asked if anyone had been apprehended? Chief Brazell said no. Chief Brazell reported the Town of Kitty Hawk has a device known as a "Flare" which has infrared capabilities and his department can borrow it at some time.

Tom Gjestson reported that the latest official census for the Town is 1917 residents; also the Town web site is up and running and the address is [www. southernshores.org](http://www.southernshores.org).

Town Manager's Agenda cont'd

Tom Gjestson gave a great presentation of the budget by using transparencies. He stated the Town is in great shape and the fund balance has been built up to ten (10) months of operating expenses. He stated this is due to a series of things such as reduction in salaries, collection of high occupancy taxes, the collection of Town taxes, and contractual services being reviewed and becoming cost effective. He reported Debbie Burgess will be at the October meeting to present the FY98-99 Audit.

Councilman Campbell stated Council should be very proud of this budget and the work the Town Manager has done.

Jim Morrison commented the taxpayers should be thanked too.

Mayor Wood stated it has been the goal to rebuild the fund balance and to maintain it.

Al Smith asked what the State mandates the fund balance to be? Tom Gjestson replied about 12% of the yearly operating expenses.

Councilman Sutherland stated that tourism is growing and the Town is closely monitoring its competitive contracts but that a disaster could take away our unrestricted fund balance.

Mike Hejduk remarked that the Town has four (4) big commercial developments that will be permitted and that will increase the tax base.

13. Town Attorney-None

14. Announcements

Councilman Sutherland made a motion to recess the meeting to September 22, 1999 at 9:00 a.m. for the public hearings. Approved unanimously.

ATTEST:

Respectfully submitted:

Dick R. Wood

Carrie Gordon

TOWN OF SOUTHERN SHORES

TAX DEPARTMENT MONTHLY REPORT

MONTH: August, 1999

DATE: September 7, 1999

COLLECTIONS

Month To Date

Current Year – 1999	\$ 3,528.46
Prior Years – 1979-1998	\$ 2,473.93
Interest	\$ 271.84

YEAR TO DATE

Current Year – 1999	\$ 3,528.46
Prior Years – 1979-1998	\$ 6,354.14
Interest	\$ 467.03

TOWN OF SOUTHERN SHORES

TAX DEPARTMENT

DATE: September 7, 1999

PICKUPS

Real Estate Levy (1999)	\$983,590.56
July Vehicle Levy	3,517.11
August Vehicle Levy	3,550.25

RELEASES

J. Kotch	\$ 26.87
Wachovia Auto	14.41
G. Hellwege	17.88
R. Williams	.88
G. Montagna	.37

TOTAL \$990,657.92

\$ 60.41



Town of Southern Shores

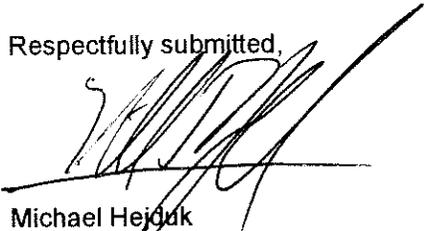
6 Skyline Road
 Southern Shores, NC 27949-3600
 252-261-2394
 252-261-0778
 Fax 252-261-0452

August 31, 1999

MONTHLY PERMIT SUMMARY

TYPE CONSTRUCTION	NO.	COST	FEES
SOUTHERN SHORES			
New	3	680,000.00	5,439.90
Add/Alt	3	131,000.00	948.76
Other	20	185,301.94	1,510.00
TOTAL SS	<u>26</u>	<u>996,301.94</u>	<u>7,898.66</u>
CUMULATIVE FY2000	<u>56</u>	<u>2,527,777.94</u>	<u>18,809.78</u>
TOTAL HOMES SS	1852	(3 Certificate(s) of Occupancy issued this month)	
MARTIN'S POINT			
New	2	501,000.00	2,919.43
Add/Alt	0	-	-
Other	2	22,000.00	196.96
TOTAL MP	<u>4</u>	<u>523,000.00</u>	<u>3,116.39</u>
CUMULATIVE FY2000	<u>8</u>	<u>842,157.00</u>	<u>5,179.82</u>
TOTAL HOMES MP	160	(1 Certificate(s) of Occupancy issued this month)	
CAMA PERMITS	1		50.00
PLAN REVIEW FEE	15		1,100.00
ADD TO PERMITS			-
RE-INSPECTIONS	1		50.00
TOTAL MONTH		<u>1,519,301.94</u>	<u>12,215.05</u>
TOTAL YEAR		<u>3,369,934.94</u>	<u>26,450.00</u>

Respectfully submitted,


 Michael Hejduk
 Building Inspector





Town of Southern Shores

6 Skyline Road
Southern Shores, NC 27949-3600
252-261-2394
252-261-0778
Fax 252-261-0452

State of North Carolina

Town of Southern Shores

To the Tax Collector of the Town of Southern Shores

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Collector and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Southern Shores and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account of, in accordance with law.

Witness my hand and official seal, this the 7th day of September, 1999.

Mayor, Town of Southern Shores

Attest:



SOUTHERN SHORES

ESTIMATED COST OF LIFEGUARD SERVICES

July 1, 1999 - June 30, 2000

Personnel Expenses:

Director (6/23 of part-time salary - including supervisor hours for director's days off)	\$7,330
Supervisor \$8.50/hour 12 hours/day 168 days (1)	17,136
Lifeguards \$7.50/hour 9 hours/day 69 days (4)	33,863
\$7.50/hour 10 hours/day 42 days (4)	
\$7.50/hour 9 hours/day 39 days (1)	
Boat Patrol \$7.50/hour 10 hours/day 33 days (1)	2,475
Sub-total	\$60,804

Salary Bonus for returning guards, EMT cert,
instructor cert, and end of season \$3,000

FICA (7.65%) 4,881

TOTAL PERSONNEL: 68,685

Operating Expenses:

Based on Total Operations and
Maintenance for Ocean Rescue of
\$35,135 (6/23 allocated to Southern
Shores.) This includes telephone,
automotive supplies, departmental
supplies, uniforms, maintenance &
repairs to equipment and vehicles,
and professional services.

TOTAL OPERATING EXPENSES: 9,166

Capital Outlay

Four 4-wheelers (6/23 cost of \$8,800)	2,296
Four radios (6/23 cost of \$2,800)	730
Jet Ski (6/23 of cost of \$5,500)	1,434
Debt service-director's truck (6/23 of \$8,248)	2,151
Light and winch for new truck (100%)	2,000
Debt Service-supervisor's truck (100%)	9,493

TOTAL CAPITAL OUTLAY \$18,104

TOTAL ESTIMATED COST FOR LIFEGUARD SERVICE: \$95,955

AMOUNT DUE UPON RECEIPT \$65,000

Note: Hourly rates reflect a .25/hour increase for both guards and supervisors effective 7/1/99.



Town of Southern Shores

6 Skyline Road

Southern Shores, NC 27949-3600

252-261-2394

252-261-0778

Fax 252-261-0452

BO 99/00 - 2

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE FOR FISCAL YEAR 1999-2000

BE IT ORDAINED, by Council of the Town of Southern Shores:

That the budget Ordinance for the Fiscal Year ending June 30, 2000 is hereby amended as follows:

Section I. Appropriations:

- The amount appropriated for the Police Department is hereby increased by \$28,740.00 to \$636,355.00

Section II. Estimated Revenues:

- To re-encumber the fund balance for PO#2064 which was not fulfilled at 6/30/99 in the amount of \$28,740.00.

Total appropriations and total estimated revenues for Fiscal Year 1999/2000 now each equal \$2,298,894.

Adopted this 7th day of September 1999

Mayor

Attest:

Town Clerk





Town of Southern Shores

6 Skyline Road
Southern Shores, NC 27949-3600
252-261-2394
252-261-0778
Fax 252-261-0452

August 18, 1999

State of North Carolina
North Carolina Department of Transportation
c/o State Property Office
116 West Jones Street
Raleigh, NC 27603

Re: Town of Southern Shores – Extraterritorial Jurisdiction
Dare County Tax Parcel No. 010366-000 – Dept. of Transportation
Pin No. 22986605-28-1743

To Whom It May Concern:

This Notice is given pursuant to North Carolina General Statutes Section 160A-360 to provide information to property owners of lands proposed for addition to the area of extraterritorial jurisdiction of the Town of Southern Shores, North Carolina. Please take notice of the following:

1. You are the owner of the lands identified as the Dare County Tax Parcel referenced above as disclosed by the current tax records of Dare County, North Carolina.
2. The Town of Southern Shores is proposing to extend its extraterritorial jurisdiction to include the above referenced lot owned by you.
3. The effect of the extraterritorial jurisdiction extension, if adopted, will be to make your lot subject to the land use planning jurisdiction of the Town and its zoning, subdivision and land use ordinances and building code enforcement.
4. You have the right to participate in a public hearing prior to the adoption of the proposed ordinance extending the area of extraterritorial jurisdiction which will be held at 9:00 o'clock a.m. on the 22nd day of September, 1999 in the Council Chamber of the Kern Pitts Center at the Southern Shores Town Hall, 6 Skyline Road, Southern Shores, NC.
5. All residents of the area included within the extraterritorial jurisdiction have the right to apply to the Dare County Board of Commissioners to serve as a representative on the Southern Shores Planning Board and Board of Adjustment as provided in G.S. 160A-362.

Thomas A. Gjestson, Town Manager

