



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

www.southernshores-nc.gov

Council Meeting
October 18, 2011
8:00 a.m.-Pitts Center

Corrected

The following Council Members were present: Mayor Hal Denny, Mayor pro tem Jodi Hess, Council Members Jim Pfizenmayer, Kevin Stroud and George Kowalski. Also present: Town Manager Peter Rascoe and Town Clerk Carrie Gordin.

Mayor Denny called the meeting to order, led the Pledge of Allegiance and held a Moment of Silence for Council Member Kowalski and family in the loss of his wife Susan. Mayor Denny stated Susan was a great volunteer and was loved by many.

APPROVAL OF AGENDA

Mayor pro tem Hess moved to approve the agenda as presented. Council Member Kowalski seconded. The motion passed with Mayor Denny and Council Members Hess, Pfizenmayer, Stroud and Kowalski voting aye.

CONSENT AGENDA-None

APPROVAL OF MINUTES – October 4, 2011

Mayor pro tem Hess moved to approve the October 4, 2011 minutes as presented. Council Member Pfizenmayer seconded. The motion passed with Mayor Denny and Council Members Hess, Pfizenmayer, Stroud and Kowalski voting aye.

QUARTERLY FINANCIAL REPORT

Bonnie Swain, finance officer, presented the first quarterly report for the FY2011-2012.

[Clerk's Note: A copy of quarterly financial report is hereby attached as Exhibit A].

PUBLIC COMMENT

David Barker, 226 North Dogwood Trail, apologized for previous comments he made to the Town Manager. He stated he doesn't feel one police officer is sufficient to handle the increased traffic on South Dogwood during the weekends and he would like to see additional police patrol made available.

OLD BUSINESS

Planning Update

Wes Haskett, Town Planner, stated the Planning Board reviewed and unanimously approved the amended site plan request from the TowneBank of Currituck. Town staff is requesting a public hearing be set for Council's review of the proposed amended site plan.

Mayor Denny moved to set the public hearing on November 1, 2011. Mayor pro tem Hess seconded. The motion passed with Mayor Denny and Council Members Hess, Pfizenmayer, Stroud and Kowalski voting aye.

The Town Planner stated staff will be recommending proposed changes to Section 36-299 of the Town Code which currently requires Planning Board and Council to review almost all, including minor, requested changes to building permits, zoning permits, and approved site plans. An amendment would allow requested minor changes to a site plan to be reviewed and approved by Town staff. It was consensus of the Council that staff proceeds with recommending such a draft amendment.

NEW BUSINESS

FY 2011-2012 Budget Amendments (#5-12)

The Town Manager, as Budget Officer, recommends Council's adoption of the presented budget amendments. He reviewed each amendment. He stated six of the presented budget amendments are related to Hurricane Irene expenses.

He stated budget amendment #6 relates to the Town Hall and Pitts Center roof replacements. The costs of the roofs' replacements will be paid from funds received by the Town's insurance carrier based on the loss amounts determined by the carrier's adjuster less the carrier's deductible, and the remainder with FEMA Public Assistance funds for which the Town is legally eligible to apply for as reimbursement.

Mayor pro tem Hess moved to approve FY2011-2012 budget amendments as presented. Council Member Kowalski seconded. The motion passed with Mayor Denny and Council Members Hess, Pfizenmayer, Stroud and Kowalski voting aye.

[Clerk's Note: Copies of Budget Amendments #5-12 are hereby attached as Exhibit B].

OTHER ITEMS

Town Manager

The Town Manager gave reports on several issues:

- Final copy of the FY2011-2012 audit is forthcoming and a presentation is scheduled for the November 1 Council meeting.
- Hurricane Irene debris pickup has been completed.
- Street shoulder maintenance will now follow regular protocol.
- Regular chipping service has resumed.
- Large Item Pickup is scheduled for November 15.
- Beach life guard service is finished for the year. The Town Manager will meet with the Surf Rescue Director, the Police Chief and the Town planner for an end-of-the year follow-up.
- Additional information has been submitted to CAMA on the canal dredging permit application for Phase 2.
- Town Attorney is working on shoreline stabilization information to bring to Council per Council Member Pfizenmayer's request.
- The Capital Improvement Planning committee (CIP) will hopefully begin meeting in the next two months in planning for the FY 2012-2013 capital needs.

Council Member Kowalski asked for updates on the cemetery and the Chichahauk Trail Road Rebuild Project.

Mayor Denny deferred discussion for the Tall Pine Bridge and its inclusion on the NCDOT's Municipal Bridge Program for the January Council workshop.

Following discussion Council recognized since this year's Election Day is November 8th that the regular November meeting is to be held on the first Tuesday, November 1.

Mayor

Mayor Denny stated the CIP committee needs to be re-activated for the FY2012-2013 budget process. He stated the committee consists of the town manager, the finance officer and as an advisor the Town engineer. He stated Bill Gleason has agreed to remain on the committee as citizen appointee. Mayor Denny appointed himself and Council Member Kowalski as Council members of the committee. The first meeting will be held in November at a date to be determined by the Mayor.

Council

Mayor pro tem Hess will attend a Shoreline Management meeting tomorrow.

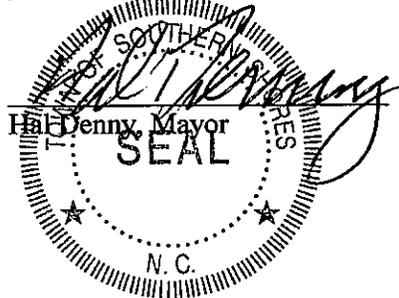
Council Member Pfizenmayer stated with the addition of the life guard stand at E. Dogwood Trail there have become parking problems. He suggested that a pedestrian path should be considered to encourage people to walk to the access. He also asked that discussions be held on the lack of water flow at the end of the canals.

Council Member Kowalski suggested placing in the broadcast news asking the question "What is the Town doing right?" He stated that we have six months before the next summer season begins and he suggested staff look at ways to accommodate additional parking spaces at E. Dogwood Trail.

Mayor Denny moved to go into closed session pursuant to NCGS 143-318.11(a)(1) to review and consider closed session minutes. Mayor pro tem Hess seconded. The motion passed with Mayor Denny and Council Members Hess, Pfizenmayer, Stroud and Kowalski voting aye.

Upon returning to open session and hearing no other business Mayor Denny moved to adjourn the meeting at 9:10 a.m. Council Member Pfizenmayer seconded. The motion passed with Mayor Denny and Council Members Hess, Pfizenmayer, Stroud and Kowalski voting aye.

ATTEST:

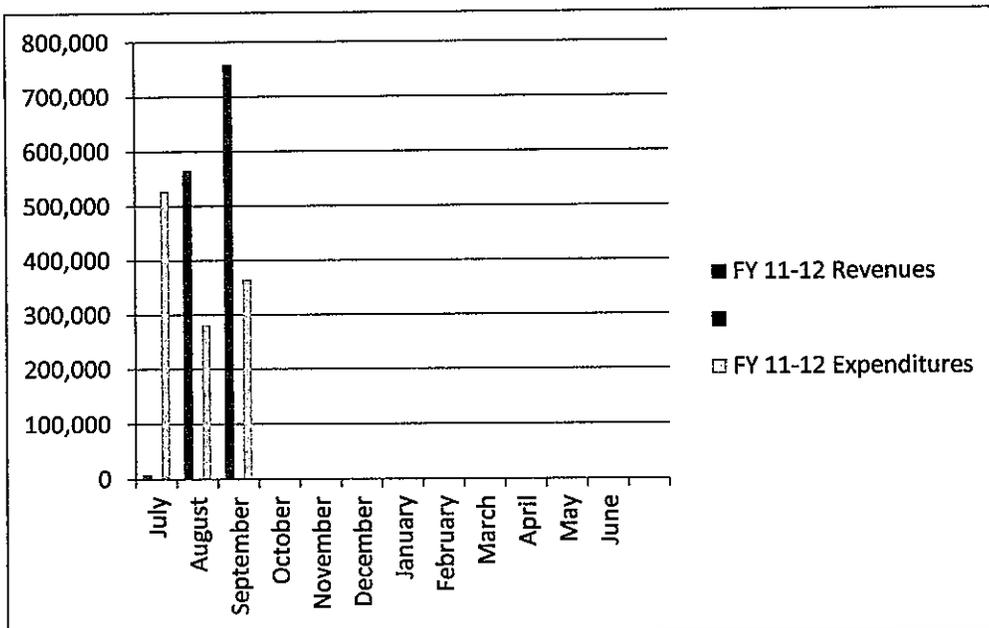


Respectfully submitted:


Carrie Gordin, Town Clerk

TOWN OF SOUTHERN SHORES

	FY 11-12 Revenues	FY 11-12 Expenditures
July	8,714	527,977
August	565,272	281,962
September	759,750	365,921
October		
November		
December		
January		
February		
March		
April		
May		
June		
Total	1,333,736	1,175,860



**Town of Southern Shores
Budget Amendment Number # 5**

**Public Works
Increases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-33500	Revenues Misc. Revenue	\$1,000.00
59-50907	Expenditures Misc. Projects	\$1,000.00
TOTAL		

**Public Works
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
TOTAL		\$ -

Explanation: Easement Fee reimbursement from Dominion Power for "Welcome Sign"

Recommended By:

J. Peter Rascoe, III, Town Manager

Approved By:

Hal Denny, Mayor

Date _____

**Town of Southern Shores
Budget Amendment Number # 6**

**Public Works
Increases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
	<u>Revenues</u>	
40-39909	Undesignated FB	\$10,452
40-39914	Insurance Proceeds	\$10,048
	<u>Expenditures</u>	
59-50944	Hurricane Irene-Insurance	\$10,048
59-50945	Hurricane Irene-FEMA	\$10,452

**Public Works
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
		\$0

Explanation: New roofs for Town Hall & Pitts Center

Recommended By:

J. Peter Rascoe, III, Town Manager

Approved By:

Hal Denny, Mayor

Date _____

**Town of Southern Shores
Budget Amendment Number # 7**

**Public Works
Increases**

**Administration
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-39909	<u>Revenues</u> Undesignated FB	\$4,288			
59-50945	<u>Expenditures</u> Hurricane Irene-FEMA	\$4,288			
					\$0

Explanation: Beach cleanup from Hurricane Irene

Recommended By:

Approved By:

J. Peter Rascoe, III, Town Manager

Hal Denny, Mayor

Date

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**Town of Southern Shores
Budget Amendment Number # 8**

**Police
Increases**

Account Number	Description	Amount
40-39914	Revenues Insurance Proceeds	\$31,425
51-50944	Expenditures Hurricane Irene-Insurance	\$31,425
TOTAL		\$ -

**Police
Decreases**

Account Number	Description	Amount
TOTAL		\$ -

Explanation: Insurance money for 2 flooded Police Vehicles

Recommended By:

J. Peter Rascoe, III, Town Manager

Approved By:

Hal Denny, Mayor

Date

**Town of Southern Shores
Budget Amendment Number # 9**

**Administration
Increases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-39914	<u>Revenues</u> Insurance Proceeds	\$5,313
42-50124	- <u>Expenditures</u> Computer Service	\$5,313

**Administration
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>

Explanation: Insurance money for lightning damage to computers

Recommended By:

J. Peter Rascoe, III, Town Manager

Approved By:

Hal Denny, Mayor

Date

**Town of Southern Shores
Budget Amendment Number # 10**

**Public Works
Increases**

**Public Works
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-39909	Revenues Undesignated FB	\$240,073			
59-50945	- Expenditures Hurricane Irene- FEMA	\$240,073			

Explanation: Debris removal cost

Recommended By:

Approved By:

J. Peter Rascoe, III, Town Manager

Hal Denny, Mayor

Date

**Town of Southern Shores
Budget Amendment Number # 11**

**Public Works
Increases**

**Public Works
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-39909	- Revenues Undesignated FB	\$75,000
59-50945	- Expenditures Hurricane Irene- FEMA	\$75,000

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>

Explanation: Monitoring Costs for debris removal

Recommended By:

J. Peter Rascoe, III, Town Manager

Approved By:

Hal Denny, Mayor

Date

**Town of Southern Shores
Budget Amendment Number # 12**

**Public Works
Increases**

**Public Works
Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
-	-	
	Revenues	
40-39909	Undesignated FB	\$28,080
	-	
	Expenditures	
59-50945	Hurricane Irene-FEMA	\$28,080

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>

Explanation: Cost for Atlantic Tree to clear streets and canals after Irene

Recommended By:

J. Peter Rascoe, III, Town Manager

Approved By:

Hal Denny, Mayor

Date