



Town of Southern Shores
Regular Council Meeting
March 4, 2020

The Town of Southern Shores Town Council met in the Pitts Center located at 5377 N. Virginia Dare Trail at 5:30 p.m. on Wednesday, March 4, 2020.

COUNCIL MEMBERS PRESENT: Mayor Bennett, Mayor pro tem Elizabeth Morey and Council Members Jim Conners, Matt Neal, and Leo Holland

COUNCIL MEMBERS ABSENT: None

OTHERS PRESENT: Town Attorney John Leidy, Interim Town Manager Wes Haskett, Finance Officer/ HR Director Bonnie Swain and Town Clerk Sheila Kane

CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

Mayor Bennett called the meeting to order at 5:30 p.m., led the Pledge of Allegiance, and held a moment of silence.

AMENDMENTS / APPROVAL OF AGENDA

MOTION: Councilman Conners moved to amend the agenda by adding two items under New Business; Census Committee Report and the Exploratory Committee for Potential Branch Library. The motion was seconded by Councilman Holland. The motion passed unanimously (5-0).

MOTION: Mayor Bennett also moved to amend the agenda by adding Budget Amendment #9 under New Business. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

MOTION: Councilman Holland moved to approve the agenda as amended. The motion was seconded by Councilman Conners. The motion passed unanimously (5-0).

CONSENT AGENDA

The consent agenda consisted of the following items:

- o Council Meeting Minutes – January 21, 2020 and February 4, 2020
- o Resolution #2020-03-01 Resolution in Support of Alligator River Bridge Improvements

- Budget Amendment # 7(Grant money from Dare County for School Resource Officer Training)
- Budget amendment#8 (Sale of Military Vehicle. Money has to go back into the Police Department)
- Government Education Access Channels Committee (GEACC) 2020-2021 Budget Approval Request

MOTION: Councilman Holland moved to approve the consent agenda as presented. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

STAFF REPORTS

The following Department Heads presented department reports for the month:

- Interim Town Manager/Town Planner Wes Haskett presented the Planning Department's monthly report for February. He reported the Planning Board will meet on March 16th at 5:30 p.m. The purpose of the meeting is for the Board to consider the new flood maps and update to Southern Shores Town Code Chapter 16, Flood Damage Prevention Ordinance.
- The Interim Town Manager provided a brief update on Town operations:
 - **Budget Planning** -The Finance Officer and I met with Department Heads earlier this week and reviewed the proposed expenditures for the 2020-2021 fiscal year. Work on the proposed revenues, including the revenue neutral tax rate as a result of the recent County revaluation, continues and we will provide you with a proposed budget at the April 21st Budget Work Session. At the March 24th Budget Work Session, we will seek guidance from Council on projects to include in the proposed budget.
 - **Capital Street Projects**-Yesterday afternoon, E. Dogwood Trl. (east of Hwy. 12) was closed to thru traffic. There will be no access to Town beach parking in this area. Dare County EMS and the SSVFD will not be inhibited by the closure and property owners in the area will have access to their homes at all times. The closure will be in place until completion of the project which is anticipated by May 1st. With respect to the other Capital Street Projects, I will provide an update on those projects under item C under New Business on the agenda.
 - **Town Code Update**-The Town Attorney is still conducting his review of the zoning chapter of the Town Code Update. Once complete, CodeWright Planners will make any required revisions and we will submit it to the Planning Board for their review and recommendation prior to a public hearing held by Council.
 - **South Dogwood Trl. Walking Path**- Construction on the S. Dogwood Trl. walking path continues and the project is about 45% complete.
 - **Beach Nourishment**-Working with the Dare County Tax Dept., we have finalized a map showing proposed Municipal Service Districts based on input provided by Council at the January 21st Town Council meeting. We've also received the values of the properties within the proposed MSDs and provided them to DEC Associates so that they can prepare models and funding options for Council to

consider. Discussion of a potential Beach Nourishment Project, including the proposed MSD map and MSD values, will be included in the March 24th budget workshop meeting agenda.

- **Bay Disposal Recycling Contract-** As authorized by Council, the Town Attorney has drafted an amendment to the contract we have with Bay Disposal for recycling service. We've submitted the draft amendment to Bay Disposal and are waiting for their response.
 - **Town Buildings Code Deficiencies-** After learning that the contractor that we initially engaged to provide us with an estimate for the work needed to bring the Town-owned buildings up to code was moving from the area, we have engaged a local architect that recently inspected the Town's buildings. We hope to have an estimate soon so that we can prepare and release an RFQ and hire a contractor to complete the work.
- Police Chief David Kole presented his department's monthly report for February.
 - Fire Chief Limbacher presented the Fire Department's monthly report for February.

GENERAL PUBLIC COMMENT

Mayor Bennett called for public comment and the following citizen spoke:

1. Lorelei DiBernardo-representing League of Women Voters of Dare County- presented the Town Council with the 2020 Citizen Guide and a certificate of appreciation to the Town of Southern Shores.

Hearing no other citizen wishing to speak, Mayor Bennett closed public comment.

NEW BUSINESS

BUDGET AMENDMENT #9

Mayor Bennett stated this budget amendment is for the cost to replace a vehicle in the Police Department that was totaled in an accident. Insurance is paying \$33,294 and the difference is being moved from the misc. line in the Police Department.

MOTION: Mayor Bennett moved to approve budget amendment #9. The motion was seconded by Councilman Holland. The motion passed unanimously (5-0).

NEXT AGENDA ITEM

FIRE DEPARTMENT RELIEF FUND APPOINTMENT- AARON NADEAU

Fire Chief Ed Limbacher stated the Fire Department Relief Fund is a board of five members, two of which are appointed by the Town Council. The Fire Chief serves as a tiebreaker vote only.

Aaron Nadeau from 229 Wax Myrtle Trail is the recommendation from the Southern Shores Volunteer Fire Department for appointment of a Southern Shores citizen as a Trustee to the Southern Shores Fire District Firefighters' Relief Fund Board of Trustees. The Fire District Firefighters' Relief Fund is governed by state statutes of Article 84 of Chapter 58.

MOTION: Councilman Neal moved to appoint Aaron Nadeau as a Trustee to the Southern Shores Fire District Firefighters' Relief Fund Board of Trustees. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

NEXT AGENDA ITEM

CAPITAL INFRASTRUCTURE IMPROVEMENT COMMITTEE REPORT & POSSIBLE RECOMMENDATIONS

The Town's CIIP Committee met on February 26th and part of their discussion focused on this fiscal year's street projects. After receiving estimates from the Town Engineer, it has been determined that the remaining funds budgeted for this fiscal year are insufficient to complete the Hillcrest Dr. street project and the Sea Oats Trl. street project. The Committee recommended that the Dewberry Ln. construction move forward this fiscal year, as well as a lane expansion of E. Dogwood Trl. where it intersects with Hwy. 12, and a portion of Sea Oats Trl. With respect to moving forward with a portion of Sea Oats Trl., the Committee recommended that construction occur after the summer season. In addition, the Committee recommended that the funds remaining from the S. Dogwood Trl. project be included in the budget for next year's street projects which would include all or a portion of Hillcrest Dr. and all or a portion of Sea Oats Trl. With respect to what to do with the funds remaining from the S. Dogwood Trl. walking path, as well as the funds from the grant from the Dare County Tourism Board, we can discuss that at the upcoming Budget Work Sessions. So, unless Council objects, we will move forward with the Dewberry Ln. project and the E. Dogwood Trl. lane expansion which would be done as a change order under the current E. Dogwood Trl. street project.

NEXT AGENDA ITEM

APPROVAL OF PLANNING BOARD OFFICERS

At the February 18, 2020 Planning Board meeting, the Town Planning Board elected Andy Ward as Chairperson and Don Sowder as Vice Chairperson. Section 24-24 of the Town Code states that the Planning Board shall elect its Chairperson and Vice Chairperson subject to the approval of the Town Council. Should Council approve both positions, they would remain in effect until July 2020 when the Board traditionally holds its election of officers. At that time, another election of officers will take place and the positions would be in effect for one year, subject to the approval of Council.

MOTION: Councilman Holland moved to approve Planning Board Officers as appointed by the Planning Board, Andy Ward as Chairperson and Don Sowder as Vice Chairperson. The motion was seconded by Councilman Neal. The motion passed unanimously (5-0).

NEXT AGENDA ITEM

MULTI-TOWN BEACH MANAGEMENT CONSULTANT RFQ

Interim Town Manager Wes Haskett reported The Town of Duck will soon be releasing an RFQ for future beach nourishment and related shoreline management efforts. The Town Manager

of Duck asked Southern Shores, Kitty Hawk and Kill Devil Hills if they would like to be included in the RFQ. The goal is to obtain a consultant to assist the Towns, in a coordinated effort or individually, by providing engineering services for permitting, design, planning, maintenance, financing, and monitoring beach nourishment and dune management projects. It also would be another step in ensuring that beach nourishment projects are eligible for FEMA reimbursement following a major weather event. Southern Shores would not be committing to a beach nourishment project or any costs if agreeing to be included in RFQ. This would simply give the option to engage a contractor should Council choose to move forward with a project.

MOTION: Following a brief discussion, Mayor pro tem Morey moved to direct Interim Town Manager Wes Haskett to speak with the Town of Duck and proceed with advertising the RFQ. The motion was seconded by Councilman Neal. The motion passed 4-1; Councilman Conners opposing.

GENERAL PUBLIC COMMENT

Mayor Bennett called for public comment and hearing no citizen wishing to speak, Mayor Bennett closed public comment.

MAYOR COMMENTS & COUNCIL COMMENTS

Councilman Holland reported that the Tourism Board met on the February 20th. They reported occupancy collection was up 38% for December, up 4% calendar year to date. Meal collection was up 2% for December and 8% for the calendar year. The Tourism Board is working on a research project that looks at the impact of tourism in the County. A survey will be sent out to all the stakeholders and a report of the finding will be presented at their summit on May 7th at the Sanderling.

Councilman Holland stated his grandson's graduation falls on the same day as Council's June 2nd meeting and would like to request Council to move the meeting to Wednesday, June 3rd.

Councilman Conners asked if the meeting could occur on Monday, June 1st due to a conflict on Wednesday.

MOTION: Mayor Bennett moved to reschedule the Tuesday, June 2, 2020 meeting to Monday, June 1, 2020. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

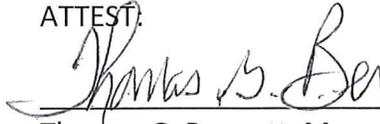
Councilman Neal stated he also has a conflict with the meeting schedule. Council's special meeting with Ellis Hankins of the Mercer Group falls on Dare County Schools spring break schedule and he will be out of town with his family.

By Consensus of All Council, Human Resource Director Bonnie Swain is directed to reach out to Ellis Hankins for some alternate dates.

ADJOURN

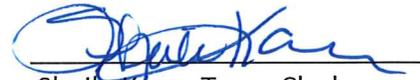
MOTION: Hearing no other business, Councilman Holland moved to adjourn the meeting. The motion was seconded Councilman Conners. The time was 6:42 pm. The motion passed unanimously (5-0).

ATTEST:


Thomas G. Bennett, Mayor



Respectfully submitted,


Sheila Kane, Town Clerk