

TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
FEBRUARY 1, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer and Otis Sizemore, Charles Hammond, Town Manager, Sue McLaughlin, Recording Secretary, Bill Fuss, Attorney

**NOT PRESENT:**

Alderman William O'Donnell

**QUORUM:**

Mayor Bostic called the meeting to order at 7:05 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Alderman Hillyer moved, seconded by Alderman Flynn approval of the agenda. The motion passed unanimously.

Alderman Flynn added a discussion concerning the County Water and Sewer to new business.

**OPEN FORUM:**

Citizens did not address the Board.

**REQUEST TO ADDRESS THE BOARD:**

Beautification Committee: Mrs. Sizemore spoke for Ms. Sallie McGuire concerning the Christmas decorations. She presented a catalog to the Board, stating that the best buy is the snowflake. She explained that if the Town ordered now and not in March, the Town would receive a considerable discount. Mayor Bostic questioned the discount. Mrs. Sizemore stated that the cost would be \$157.50 each. (53% discount) Alderman Hillyer questioned the size of the decorations. Mrs. Sizemore commented that Jones-Onslow would provide the electricity for the decorations. Mrs. Sizemore stated that purchasing twelve (12) would be good. Alderman Flynn asked the Town Manager to research this and find the money. Mayor Bostic questioned if the Town could make payments and also had concerns on the budget.

**CONSENT AGENDA:**

Attached as part of the Consent Agenda are:

1. January 4, 2001 Board Minutes
2. Non-Controversial Reports
  - a. Police (Fire Alarms)
  - b. Fire (False Alarms)

- c. Inspections
- d. Comp Time

Alderman Hillyer moved, seconded by Alderman Flynn approval of the Consent Agenda. The motion passed unanimously.

**OLD BUSINESS:**

**Resolution/Training Agreement for Initial Hires:**

As directed by the Board of Aldermen on January 4, 2001, Mr. Hammond presented the amended work agreement addressing concerns.

The second agreement between the Town and tenured employees will be presented at the March Board meeting.

Alderman Smith questioned the Town Manager on how the dollar amount was reached. Chief Salese explained that the figure originated from the police department. The amount to be recouped would be left up to the Town Manager. Alderman Hillyer had concerns about new hires and the dollar amount being so high. Alderman Flynn felt that any higher amount would seem punitive.

Alderman Flynn moved, seconded by Alderman Smith to accept the Training Agreement for Initial Hires. The motion passed unanimously.

**NEW BUSINESS:**

**Resolution Regarding an Accommodations Tax:**

After a brief discussion with Senator Patrick Ballantine on January 22, 2001, the following resolution is re-submitted for approval and signature. (No changes have been made to this Resolution other than the signing date.) This will be forwarded to Senator Ballantine for presentation to the General Assembly some time in February or March.

Alderman Smith moved, seconded by Alderman Hillyer approval of the Resolution Regarding an Accommodations Tax for the Town of North Topsail Beach. The motion passed unanimously.

**Onslow County Water and Sewer**

Alderman Flynn stated that we have received additional information concerning the Water and Sewer Authority. The Water and Sewer Authority has requested fees from each municipality. He felt that the paper work does not explain the amount needed from the Town. Alderman Smith explained that the authority did not have the money at this time. The money would be used to hire a consultant for the Water and Sewer Authority. Alderman Smith explained that money would start coming to the authority by the users of the system, but he did not know when this would happen. Alderman Flynn suggested that the Board would have to plan in the next budget for the water and sewer fees.

**Dune Labor:**

The Town Manager stated that the fence is being put up by Public Works. He also explained that the work was going slow. Mr. Best stated that prison help would be here on February 12th, for a period of 10 days. Alderman Smith had a concern about the fence and the grass and the time period. Mayor Bostic asked if beach bulldozing was completed. Mr. Hammond said yes. Alderman Smith and Mayor Bostic asked if part time help could be hired. Mayor Bostic questioned the need to meet with the Board prior to hiring temps. Alderman Hillyer moved, seconded by Alderman Flynn to hire temporary help to put up the sand fence with the cost not to exceed \$2,000.00 and the time not to exceed two weeks. The motion passed unanimously.

**Budget Amendment #4:**

Mr. Hammond presented Budget Amendment #4 to the Aldermen. Additionally, revenues were received that were not anticipated. He explained that the \$100,000 received from Onslow County had also increased the revenues. Alderman Flynn had a concern about the states' finances, and asked if the state would make any cuts for the town. Ms. King stated that she had not been notified of any cuts. Mr. Hammond explained that additional increases had occurred that the town could not control. He also stated that this should be the last budget amendment. Alderman Hillyer moved, seconded by Alderman Flynn to approve Budget Amendment #4. The motion passed unanimously.

**MANAGER'S REPORT:**

We did meet the deadline for the PARTIF Grant. We will continue to move forward with the CAMA Grant for the March timeframe. Even though we anticipate assistance with this project in funding, we will set aside funds in the 2001/2002 budget for capital improvement projects such as parks.

**Upcoming Meetings/Trips:**

February 1 & 2	Coastal Municipalities Meeting (NC Aquarium - Emerald Isle)
February 8 - 10	North Carolina City/County Manager's Meeting (Raleigh)
February 13 & 14	Congressmen visit (Washington, D.C.)
February 19 - 24	Father having surgery (Jacksonville, FL)
February 28 - March 2	Administration Course Update (Raleigh)

Because of the Administration Update, I request to reschedule the March meeting to Tuesday, March 6<sup>th</sup>. If you prefer to maintain the normal meeting date, Loraine Carbone can present the agenda.

The Planing/Zoning and Inspection Department will be presenting an update on Roger's Bay at the March meeting.

Sue McLaughlin will provide a proposal on a consolidated Island-Wide CAMA Program.

Just for an informational update, we will be making the last payment to DRC. The "Immediate Need Funding" that the state provided at the beginning of Hurricane Floyd was placed into the General Fund. We will have to pay DRC with this in order to close out Hurricane Floyd.

I will be prepared to present the Work Agreement for current employees at the March meeting.

The Citizen and Fire Department surveys will be sent out in February and the results of the Fire Department survey will be utilized to provide input to the Board at a future workshop.

We received the \$100,000 from the County for Beach Renourishment and this was placed in a 12 month CD. A separate account for the Accommodation's Tax is viable, but not financially feasible. It will draw more interest in the General Fund, but under restrictive use. If this fund were designated for Beach Renourishment by the Board, the Board would have to authorize its use.

The Attorney has the report on Waste Industries.

Streetlights are repaired and a report had been generated. The Electric Company was behind in its repairs.

Advertisements were placed in the paper for street repair/improvements and cross walk construction.

#### **ATTORNEY'S REPORT:**

Attorney Fuss reported that next month he will present a proposed ordinance for false fire alarms and responsibility will be placed on citizens. In addition, Waste Industries requested that we send money for higher fuel costs over the last six months. He stated that there is no contractual basis to extend the money, yet it would be a goodwill gesture on the town's part. The payment would not alter the contract or set precedence. Mayor Bostic proposed asking about not making some pickups.

#### **MAYOR'S REPORT:**

Mayor Bostic reported that the Mayor's Meeting was held last night. The Mayor's agreed to promote the beaches. They also discussed problems with County Commissioners. Mayor Bostic asked citizens to send letters to the new Commissioners.

#### **ALDERMEN'S REPORT:**

Alderman Smith stated that the next meeting for the Onslow County Water and Sewer is February 15, 2001.

Alderman Sizemore attended the Eastern Carolina Council meeting. The other towns would support the accommodation tax for North Topsail Beach.

Alderman Flynn reported on the beach renourishment project. He has met with the Army Corps of Engineers and will schedule a meeting with the Beach Renourishment Committee.

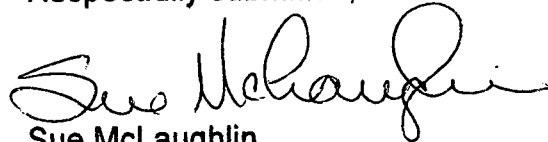


Alderman Flynn said that the Reconnaissance Study would go out of Wilmington this month. The Corps will combine NTB with Surf City on presenting one reconnaissance study to the federal government. The study could be done by June 2001. Alderman Flynn reported that during the feasibility study the town would need money. He explained that 50% will come from the government, the rest will have to come from the local government. The accommodation tax is needed to ensure the renewal project; other alderman should stress this important issue to the citizens and to other councilmen.

**ADJOURNMENT:**

Alderman Flynn moved, seconded by Alderman Hillyer to adjourn the meeting at 8:26 p.m. The motion passed unanimously.

Respectfully submitted,



Sue McLaughlin  
Recording Secretary

TOWN OF NORTH TOPSAIL BEACH  
BOARD WORKSHOP  
FEBRUARY 10, 2001  
9:00 A.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer and Otis Sizemore, Charles Hammond, Town Manager

**NOT PRESENT:**

Alderman William O'Donnell

**QUORUM:**

Mayor Bostic called the meeting to order at 9:00 a.m. in the North Topsail Beach meeting room and declared a quorum present.

**DISCUSSION ON TRIP TO WASHINGTON, D.C. SCHEDULED FOR FEBRUARY 14, 2001:**

Mayor Bostic noted that discussion would take place with our representatives regarding beach renourishment issues on February 14, 2001. He said that we have come this far thanks to the efforts of Alderman John Flynn and Howard Marlowe.

Alderman Flynn said that the State has cut funding to all municipalities and this would impact us this year and in the coming fiscal year. Because of this, Alderman Flynn did not think that the Town should pay for a junket to Washington, D.C. He suggested that the Town pay for the town manager and anyone else that attends should pay their own way.

Alderman Flynn prepared a couple of papers, one for the legislature and one for the U.S. Fish and Wildlife Services informing them of our issues of beach renourishment and CBRA. The theme he had in mind was that we were not going to D.C. to whine or complain. We should tell them about North Topsail Beach, what we do, our size, and we should let them know that we are appreciative of their support and of the U. S. Army Corps of Engineers movement forward on a reconnaissance study. He would advise them also of CBRA zones in North Topsail Beach.

Alderman Flynn noted that he has a lot of information on CBRA at this time. The people at the state level do not have the earlier aspects that were adjudicated on CBRA in 1982. The secondary Act changed the structure in North Carolina. We have about 325 miles of coastline in the State. 32.6 miles are CBRA. We have 6.25 of those miles.

When you read the original Act and look at the map, it appears that we have zero to no chance to have any modification made to any CBRA zone. When pitching to Mr. Souza at the U.S. Fish and Wildlife, Alderman Flynn would go through this with him to see if there were any variances. The CBRA zone goes through the middle of New River Inlet. To the north of that there is an area that once was CBRA, but no longer is because it is in a military area. The

Corps has advised Alderman Flynn that they are prohibited from even taking spoil or making a borrow site within a CBRA zone. They cannot use New River Inlet as a borrow site for sand to refurbish during beach restoration purposes or any other land in a CBRA zone.

We could ask them if this is fair and how do you put a line of demarcation down an ever-changing inlet. Also, how is it fair that on the north side, you can take that for military shore restoration, but we would be prohibited from using it here and why couldn't we get an exemption?

Alderman Hillyer noted that Howard Marlowe's message was interesting because one of the things that worried him were the number of people going to D.C. We need a spokesman and it is obvious that the one who should do this is Alderman Flynn and he suggested that he be our presenter. Board members also agreed that the town manager should also attend these meetings.

Alderman Flynn said that the meeting coming up should be just the start of a series of meetings that we will hold with various people in D.C.

Alderman Hillyer recommended that Alderman John Flynn and Town Manager Tony Hammond attend the meeting on February 14, 2001 in Washington, D.C. Howard Marlowe will also be attending all the meetings on that day with them.

Alderman Flynn asked the Board members for any suggestions prior to their leaving for D.C.

#### **ADJOURNMENT:**

The meeting adjourned at 10:30 a.m.

Respectfully submitted,

  
Loraine M. Carbone  
Town Clerk

TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
MARCH 6, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Charles Hammond, Town Manager, Loraine Carbone, Town Clerk

**NOT PRESENT:**

Bill Fuss, Attorney

**QUORUM:**

Mayor Bostic called the meeting to order at 7:02 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Under new business, (Resolution of Appreciation for John Parker) was deleted. Under new business add the revised accommodation's tax resolution and add ONWASA fees. Alderman O'Donnell moved, seconded by Alderman Smith approval of the agenda with the appropriate changes. The motion passed unanimously.

**REQUEST TO ADDRESS THE BOARD:**

Dwight Hicks of MADD addressed the Board. He noted that for every drunk driver that's one less life. Mr. Hicks honored Officer Jimmy Watkins with a plaque in his efforts to curtail drunk drivers on North Topsail Beach. Officer Watkins thanked Mr. Hicks and Chief Salese.

**Planning Board:**

Patsy Jordan noted that the Planning Board met on February 8<sup>th</sup>. The March meeting will be a workshop on zoning.

**Beautification Committee:**

Sallie McGuire addressed the board and told everyone that the town is selling t-shirts to benefit the Beautification Committee. The Committee will have a booth at the Spring Fling on April 28<sup>th</sup> and 29<sup>th</sup> and they will sell t-shirts, certificates and will have a bake sale. Volunteers are needed to work at their booth. Ms. McGuire also said that River Birch trees were still available at Public Works.

**OPEN FORUM:**

There were no comments from the audience.

**CONSENT AGENDA:**

Alderman Sizemore asked to discuss the D.O.T. memo regarding our request to change the speed limit. We asked D.O.T. to reduce the speed limit from 55 to 45 from the high rise bridge to the St. Moritz. The letter we received from D.O.T. didn't agree with our request. They said

that the median speed was 57. Alderman Sizemore asked the Board to have the town manager ask the Police Department to enforce 0 tolerance on speeding in excess and warnings to those who are just a few miles over. Alderman Sizemore said that he spoke with the attorney and he said it would be appropriate for the Board to do that. Alderman Flynn said that he interpreted the letter differently. He would prefer to write another letter stating that we request that the speed limit be dropped from 55 to 45. People coming from 1568 have a difficult situation coming onto 210 as people are speeding.

Alderman Hillyer, O'Donnell and Smith agreed with Alderman's Flynn's approach. Alderman O'Donnell said that the P.D. uses good judgment on when to give warnings and wouldn't want to interfere with their work. The consensus of the Board was to write another letter to D.O.T. and to copy the Board of Transportation.

Alderman O'Donnell commended the decline in comp time.

The Consent Agenda consisted of the February 1, 2001 minutes of the regular board meeting, the February 10, 2001 minutes of the Special Board Meeting, the comp time report, endorsement/support of redistricting resolution and D.O.T. memos on speed limit signs and mile marker signs. Alderman Hillyer moved, seconded by Alderman Smith approval of the Consent Agenda.

#### **OLD BUSINESS:**

##### **Sample False Alarm Ordinances:**

Mr. Hammond noted that presented for review and discussion are Ordinances making repeated false alarms a fineable offense. At the request of the Board in January, these samples were presented for review. Mr. Hammond said that there were concerns of the number of false alarms. We can discuss this next month and put an ordinance together that would fit the needs of North Topsail Beach. Alderman Flynn stated that we need an ordinance, but we are better served for the town manger to take salient points from the samples and create a draft ordinance and let the Board see it before the next meeting. Alderman Smith agreed with Alderman Flynn.

Mr. Best noted that we get more alarms in the summer time and many are duplicate calls. There have been problems at the St. Regis and St. Moritz with faulty equipment causing the false alarms.

Alderman Flynn noted that we had a listing of the false alarms and requested that we get a report from last year.

Mayor Bostic asked Chief Salese if he had the same problems with calls. Chief Salese said yes. A lot of times contractors set alarms off and we have to send 2 people to the scene. We have a lot of false 911 calls also. They are internal in some of the buildings. Mayor Bostic instructed the town manager to write an ordinance for the Board's review for the next board meeting.

**Powell Bill Road Improvement Project:**

As a result of the bids opened, Barrus Construction is the lowest bid at \$18,908.60 followed by Onslow Grading & Paving at \$19,228.80, C.R. Peele Construction at \$20,517.80 and Jacksonville Paving at \$23,842.80.

Mr. Hammond asked for authorization to contract with Barrus Construction. Alderman O'Donnell moved, seconded by Alderman Smith to approve the contract for road repairs with Barrus Construction. Alderman Smith asked if this job would be supervised. Mr. Hammond said yes, Mr. Parker would supervise it. Alderman Sizemore said that D.O.T. has still not done anything with Topsail Road and requested a letter be sent to Lanny Wilson and Mr. Sewell. The motion passed unanimously.

**NEW BUSINESS:****Island Wide CAMA Presentation:**

Mr. Hammond said that we have discussed doing an Island wide CAMA program. This issue has been discussed at the past Four Town Meetings. Mr. Hammond asked Sue McLaughlin to look at the costs and feasibility of such a position. Mr. Hammond did not want anything to detract from the Planning and Zoning position and Ms. McLaughlin said it would be no problem.

Sue McLaughlin noted that the control and logistics would be decided by the board members. She has talked to the other building inspectors and they all feel it would be better to have one person to work on the Island. Ms. McLaughlin noted that when a plot comes in now for Planning and Zoning, she also reviews for CAMA at the same time. Alderman Hillyer asked how the money would flow. Ms. McLaughlin said that the fee is \$100.00 and the State reimburses \$100.00. It costs \$50.00 to advertise. One option is for the State reimbursement to go to the towns and they would return the money to us. The town would get back \$50.00 only. Ms. McLaughlin said that she would be making site visits in the 2 towns. The inspectors could hand out the applications. The benefit would be that the citizens would not have to go to Wilmington. When applying for permits, the first thing you have to do is get a CAMA permit. Then you would have to go for building, planing and zoning permits. The contractors would like to deal with one person making the same decisions Island-wide. Mayor Bostic said that all the costs are borne by NTB, vehicle, salary and benefits and asked if we shouldn't get the \$50.00 too. Ms. McLaughlin said that this plan was just a suggestion. Alderman Hillyer asked if it was realistic for Ms. McLaughlin to handle CAMA and Planning and Zoning? Ms. McLaughlin said yes, but it may take a couple of months to adjust to their filing methods and to familiarize herself with the other towns. It would be easier in the other towns because they don't have as many rules as we have. The other inspectors are too busy and can't give the time to CAMA. Mr. Gregson said we could get approximately \$27,000.00 to run the program.

Alderman Flynn said that we are teaming with our sister town on a reconnaissance study and we have a resolution to do things island-wide. It would appear that the financial picture is appropriate and the value to the citizens needs to be considered. The plan is a good starting approach and we should move it forward.

Alderman O'Donnell agreed that the three towns should cooperate and said that Sue McLaughlin would be an excellent person for the position, but we would be subsidizing CAMA for all 3 towns. Alderman O'Donnell suggested that Ms. McLaughlin could do the job as an independent contractor at her expense and keep all the money and he doubted that \$27,000 was a realistic figure.

Alderman Sizemore said it is desirable to work with all the towns. We had asked the state to amend our contract and the state should negotiate the contract with the Island. We should not be held responsible for problems in the other towns. It would require a custom contract. We need to look at this carefully. I don't want to see us in another suit. The attorney needs to be involved in it.

Alderman Smith said that we could present it to Surf City and Topsail Beach. He didn't really understand the proposal and he wanted it to be cost effective.

Alderman Hillyer said he would like to see this happen. He said that it was irrelevant that we have a suit going on now. This proposal would help everyone. There is too much concern about suits. For a period of time we had a CAMA Officer doing questionable work. Mr. Gregson has praised Ms. McLaughlin. We should have a representative that covers the three towns.

Alderman Flynn moved, seconded by Alderman Smith to advise the Town Manager, Sue McLaughlin and the Attorney to rework the Island-wide CAMA package, look at all the costs, vehicle, space, time and bring it back before the board. The motion passed unanimously.

**Update of Island Camp (Roger's Bay):**

John Starzynski addressed the board and noted that in March of 2000, the State CAMA Officer issued notices of violations to Island Camp. Just recently, letters have been sent to Island Camp and property owners to let them know how to come into compliance.

Alderman Flynn said that one item stated that letters were sent out and owners were given 90 days to correct all violations. Other than advising us what has happened and letting us know you have provided a violation notice to all concerned, what do you want from the Board? Mr. Starzynski said that this was just an update. He said that we are also in the process of doing inspections of the other campgrounds. We sent over 400 letters and received 36 phone calls concerning these violations. The response has been pretty good. Property owners have been cooperative and are willing to come into compliance.

Alderman Sizemore questioned what the status was in receiving replies. Mr. Starzynski said that Island Camp's attorney requested paperwork from us. Our attorney is involved in this process. Alderman Sizemore said to make sure all regulations are followed.

Alderman Hillyer asked if most of the violations were from N.F.I.P. Mr. Starzynski said half of them were.

Alderman O'Donnell asked how many violations were there. Mr. Starzynski said over 400. Alderman O'Donnell said that we should be extremely helpful to these people and we should have some flexibility, and make their life easier and not harder. Alderman O'Donnell also felt that we shouldn't be punitive, but ensure health and safety. Mr. Starzynski said that he was doing that.

Dan Tuman said about 8 years ago the Town adopted the first set of ordinances and we received our first rating from FEMA. The Town can apply for an improved Fema rating. Mr. Starzynski said we are up for our rating and everything we have done will be looked at and we will be re-rated. We have improved all of our ordinances.

Mrs. Sizemore said that they will get a refund from their insurance in Surf City, but NTB keeps going up. Mr. Starzynski said there should be a reduction next year.

#### **Budget Amendment #5:**

Mr. Hammond noted that the revenues increased because they came in higher than we anticipated. The Governor took back money to balance his budget. There have also been adjustments to expenditures. We paid the final invoice to DRC for Hurricane Floyd. Alderman O'Donnell asked why the increases were different in insurance? Mrs. King said it depended on when the staff was hired.

Mayor Bostic questioned the expenditures on the auditor. Mr. Hammond said that was in case of extra consultations.

Alderman O'Donnell questioned the contingency line item. Mayor Bostic said that the money has already been allocated and asked if we have peeked out in our income. Mrs. King said that we still have money coming in. Mayor Bostic said if the items came to 100% it would balance it out. If we continue to spend as we are and we spend 100% per line item we would still be \$39,000 short.

Alderman Smith asked if we would get more cuts from the Governor. Alderman Flynn said they are going to wait until the 30<sup>th</sup> of June. We may not be hit, but we won't know until then.

Alderman Hillyer moved, seconded by Alderman Flynn approval of Budget Amendment #5. The motion passed unanimously.

#### **Resolution for Financial Support From Onslow County:**

This resolution asked Onslow County for funds for the life of the beach renourishment project. Alderman O'Donnell said that we should add the amount of money Onslow County receives from an occupancy tax from Onslow County. Mayor Bostic said we have averaged that amount and we should go with what we have here. Alderman O'Donnell then suggested that a cover letter be sent stating the amount that they receive.



Alderman Flynn said that this is not all we will be asking the County to provide in the future. We will ask them to provide the non-federal funds. Alderman Flynn said that we should go forward with this resolution and also do a cover letter. We need to lock in \$100,000 now. The following resolution will be sent to Onslow County:

**RESOLUTION SEEKING FINANCIAL AND POLITICAL SUPPORT FROM THE COUNTY OF ONSLOW FOR BEACH RENOURISHMENT ON THE BEACHES OF THE TOWN OF NORTH TOPSAIL BEACH**

**WHEREAS**, the Town of North Topsail Beach recognizes that its greatest asset is the Public Beach which protects citizens and property and which is enjoyed by residents of Onslow County and tourists alike; and

**WHEREAS**, this asset generates tourist related revenues and taxes, which provide benefits to Onslow County citizens; and

**WHEREAS**, this asset has been seriously injured and depleted by great and horrendous storms since 1996; and

**WHEREAS**, these same storms have also severely damaged the dune system which protects property of the citizens of the Town of North Topsail Beach and infrastructure owned and maintained by the State of North Carolina and Onslow County, as well as causing 359 parcels of property to be declared unbuildable resulting in a significant loss of revenue; and

**WHEREAS**, the Town of North Topsail Beach desires to renourish, preserve and protect the Public Beach together with the protective dune system and realizes that there is an insufficient supply of sand on the Public Beach for this purpose; and

**WHEREAS**, it has been demonstrated that Beach Renourishment is an effective method for protection of the Public Beach and the Dune System; and

**WHEREAS**, the Town of North Topsail Beach has taken affirmative steps, both politically and financially, to initiate Beach Renourishment and the Town of North Topsail Beach does desire to receive meaningful political and monetary financial support from Onslow County on an annual basis.

**NOW THEREFORE, BE IT RESOLVED**, that the Town of North Topsail Beach hereby requests Onslow County to consider the Beach Renourishment issues facing the Town and County and does further request Onslow County to adopt a Resolution under which the County will provide meaningful, political and financial support in the amount of \$100,000 for budget year 2001 and each fiscal year thereafter throughout the life of the beach renourishment project.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2001.

\_\_\_\_\_  
Marlow F. Bostic, Jr., Mayor

\_\_\_\_\_  
Loraine M. Carbone, Town Clerk

Alderman O'Donnell moved, seconded by Alderman Hillyer to approve the resolution with the cover letter. The motion passed unanimously.

**Resolution for 3% Accommodation's Tax:**

Mr. Hammond noted that Senator Ballantine revised our resolution requesting a 3% Accommodation's Tax. Following is the revised resolution:

**RESOLUTION REGARDING AN ACCOMMODATIONS TAX FOR THE TOWN OF NORTH TOPSAIL BEACH**

**WHEREAS**, North Carolina State Law allows the imposition of a local accommodation tax by Towns within their corporate boundaries if same is authorized by a Local Act adopted by the North Carolina Legislature; and

**WHEREAS**, the hurricanes of recent years have severely strained the budget and finances of the Town; have damaged the beaches and infrastructure of the Town; have seriously eroded the tax base of the Town; and, have undermined the tourism trade upon which businesses, property owners and residents depend; and

**WHEREAS**, a three (3%) percent Accommodations Tax would greatly benefit the Town in that said monies would be utilized to primarily finance beach restoration and renourishment actions;

**WHEREAS**, the Town desires to levy an Accommodation Tax of three (3%) percent of which 100% will be used for the primary purpose of financing beach restoration and renourishment.

**NOW, THEREFORE, BE IT UNANIMOUSLY RESOLVED** by the Aldermen of the Town of North Topsail Beach that Senator Patrick Ballantine be asked to introduce a Local Act permitting the Town of North Topsail Beach, North Carolina, to levy a three (3%) percent Accommodations Tax for the purposes stated.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2001.

\_\_\_\_\_  
Mayor Marlow F. Bostic, Jr.

ATTEST:

\_\_\_\_\_  
Loraine M. Carbone, Town Clerk

Alderman Flynn moved, seconded by Alderman O'Donnell approval of the resolution seeking a 3% Accommodation's Tax. The motion passed unanimously.

**ONWASA:**

Alderman Smith noted that ONWASA has requested that North Topsail Beach pay \$26.31 for supplies. The amount is based on population. Alderman Flynn asked if we would be providing a percentage for future years. Alderman Smith said that the grant money couldn't be used for departmental supplies, but used for a consultant. The County is doing most of the clerical work. The costs in the future should be covered by revenues.

Alderman Hillyer moved, seconded by Alderman Sizemore to approve the \$26.31 to ONWASA for this year. The motion passed 4 to 1 with Alderman O'Donnell opposing.

**MANAGER'S REPORT:**

N.C. Dot's Annual Litter Sweep is scheduled for April 16, 2001. The Proclamation will be sent, but has not been received as of yet.

The attorney and I are still working on the employee training agreement. We anticipate it being presented in April.

The Corps has placed their dredge equipment on the north end and will start this week with the dredge and pump process.

We are still receiving the Volunteer Fire Department surveys. I hope to have the data/report by the April meeting.

Downtown Graphics has agreed to the purchase of the holiday decorations. \$500.00 was paid out of this year's fund and the remainder will be due in July. Sallie McGuire is to be thanked for her efforts in coordinating this project. Hopefully, we can continue to build on her plan and effort over the next several years.

We had to re-advertise the crosswalk bids since we only received 1 bid last month. Bids are due by 2:00 p.m. on March 19, 2001. I request authorization to award the bid to the lowest bidder at that time. This is through the CAMA Grant. The maximum we would have to pay is between \$5,000 and \$6,000. Mayor Bostic suggested we hold a special meeting once we get all the bids in to award the bid.

After attempting to order the remaining 100 rolls of sandfence, the manufacturer added a \$5.00 shipping fee per roll (\$26.90 per roll). Guy C. Lee will sell and deliver 100 rolls for \$24.99 per roll, which is an additional cost of \$500.00 over the original estimate. I request approval for this additional cost. Consensus of the board was to purchase the additional sandfence.

Alderman Sizemore said some of the sandfence has been knocked down because of the high winds.

The Four Town Meeting is scheduled for March 22<sup>nd</sup>.

I will be out March 30<sup>th</sup> for surgery.

**ATTORNEY'S REPORT:**

Attorney Fuss did not attend the meeting.

**MAYOR'S REPORT:**

Mayor Bostic noted that the Mayor's meeting met at Paliotti's last week. All of the County Commissioner's except for one attended. Alderman Flynn gave an excellent presentation on beach renourishment. They were so impressed that the County invited him to make a presentation at one of their televised meetings. Mayor Bostic told the citizens that any chance they get to speak to the commissioners to please do so and on the state and federal level, send letters since they are getting tired of email.

**ALDERMEN'S REPORT:**

Alderman Hillyer noted that Alderman Flynn went to Washington, D.C. with the town manager and he has heard a lot of good things about their trip.

Alderman Smith also said that Alderman Flynn is doing an excellent job. He invited Commissioner Bright to come down earlier to visit NTB before the Mayor's meeting.

Alderman O'Donnell said that the police department's report is impressive. He liked that we put more emphasis on warnings rather than just ticketing people.

Alderman Flynn asked the town manager to get together with the attorney regarding the Ocean City issue since we still have no direction. We should address our concerns and request what their intentions are. Alderman Flynn was concerned about the property under the bridge. There are so many people out there utilizing that property. We don't own it, the Jefferies do, but he didn't know what our liability was. There are cars on the terrain also. We need to get a handle on that property. We should have it in writing that it is not a problem with the Jefferies.

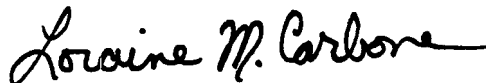
Mayor Bostic asked for the consensus of the board to write the letter. Alderman Flynn noted that one of our coastal towns has gone forward with a condemnation law and we should contact that town and do the same thing. Mr. Hammond said that he looked into this issue and Rep. Smith introduced the bill.

Alderman Flynn said another meeting is scheduled for April 11<sup>th</sup> for Beach Renourishment.

**ADJOURNMENT:**

Alderman Sizemore moved, seconded by Alderman O'Donnell to adjourn the meeting at 8:55 p.m. The motion passed unanimously.

Respectfully submitted,



Loraine M. Carbone  
Town Clerk

### Budget Amendment # 5 Revenues

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-301-01 Taxes Prior Year	\$16,500.00	\$4,100.00	\$20,600.00
10-301-05 Beach Renourish/Dune	\$116,333.00	\$3,300.00	\$119,633.00
10-317-00 Penalties & Interest	\$3,000.00	\$1,400.00	\$4,400.00
10-329-00 Investment Income	\$41,500.00	\$5,000.00	\$46,500.00
10-335-15 Misc. Insurance Payments	\$500.00	\$90.00	\$590.00
10-335-02 Electric Permits	\$6,500.00	\$1,050.00	\$7,550.00
10-357-08 Zoning Permits	\$1,030.00	\$300.00	\$1,330.00
10-367-02 Gas Tax Refund	\$3,500.00	\$1,600.00	\$5,100.00
10-355-00 Miscellaneous	\$2,000.00	\$4,025.00	\$6,025.00
10-310-00 Inventory Tax Reimb	\$15,000.00	(\$3,600.00)	\$11,400.00
10-359-00 Refuse Collections Fees	<u>\$183,180.00</u>	<u>\$3,000.00</u>	<u>\$186,180.00</u>
	<b>\$389,043.00</b>	<b>\$20,265.00</b>	<b>\$409,308.00</b>

Revenues Increased By: \$20,265.00

- 10-317-00 Revenues higher due to prior year taxes being paid
- 10-335-15 Refund for two police vehicles coming off of insurance
- 10-359-00 Revenues higher due to prior year taxes being paid and extra carts being purchased
- 10-310-00 Revenues decreased due to State cutbacks
- 10-335-00 Revenues higher due to refund from North Topsail Utilities, Inc.  
for sewer tap on fees from several years ago

All other revenues came in higher than anticipated

**Administration--Governing Body--Inspections**

<u>Account</u>	<u>Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-410-57	Miscellaneous	\$178.00	\$72.00	\$250.00
10-410-58	Tax Refunds	\$922.00	\$900.00	\$1,822.00
10-410-53	Dues & Subscriptions	\$800.00	(\$100.00)	\$700.00
10-410-43	Auditor	\$12,000.00	(\$500.00)	\$11,500.00
10-420-45	Contracted Services	\$17,524.00	\$1,500.00	\$19,024.00
10-420-53	Dues & Subscriptions	\$2,000.00	\$50.00	\$2,050.00
10-420-16	M & R Equipment	\$460.00	(\$150.00)	\$310.00
10-420-32	Office Supplies	\$3,500.00	(\$100.00)	\$3,400.00
10-420-33	Departmental Supplies	\$4,500.00	(\$150.00)	\$4,350.00
10-420-06	Group Insurance	\$7,020.00	\$2,900.00	\$9,920.00
10-490-06	Group Insurance	\$4,680.00	\$2,900.00	\$7,580.00
10-490-17	M&R Vehicles	<u>\$814.00</u>	<u>\$400.00</u>	<u>\$1,214.00</u>
		\$54,398.00	\$7,722.00	\$62,120.00

Needed to balance: \$7,722.00

- 10-410-57 Plant sent to Nelva Albury and miscellaneous expenditure
- 10-410-58 Tax refunds for unbuildable properties
- 10-420-45 Expenditures higher than anticipated
- 10-420-53 Expenditures higher than anticipated
- 10-420-06 Insurance premiums increased at beginning of fiscal year
- 10-490-06 Insurance premiums increased at beginning of fiscal year
- 10-490-17 Repairs need to be made to Jeep Cherokee

**Public Works--Fire Department--Dune Renourish**

<u>Account</u>	<u>Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-545-74	Capital Outlay	\$8,400.00	\$530.00	\$8,930.00
10-545-33	Dept. Supplies	\$5,000.00	(\$530.00)	\$4,470.00
10-690-33	Dept. Supplies	\$5,883.00	\$266.00	\$6,149.00
10-690-54	VFIS Insurance	\$7,800.00	(\$266.00)	\$7,534.00
10-720-81	Storm Floyd	\$2,361,617.00	\$213,899.00	\$2,575,516.00
10-545-06	Group Insurance	\$4,680.00	\$1,760.00	\$6,440.00
10-999-01	Contingency	<u>\$319,708.00</u>	<u>(\$203,116.00)</u>	<u>\$116,592.00</u>
		\$2,713,088.00	\$12,543.00	\$2,725,631.00

Needed to Balance: \$12,543.00

- 10-720-81 Paid Final invoice to DRC for Hurricane Floyd
- 10-545-06 Insurance Premiums increased at beginning of Fiscal Year
- 10-999-01 Decreased to balance Budget  
The actual contingency after budget amendment #5 is -\$39,904.00  
This means that we have had to dip into the fund balance, however  
I feel that we will be able to recover prior to the fiscal year ending.

**TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
APRIL 5, 2001  
7:00 P.M.**

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Loraine Carbone, Town Clerk, Bill Fuss, Attorney

**NOT PRESENT:**

Charles Hammond, Town Manager

**QUORUM:**

Mayor Bostic called the meeting to order at 7:09 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Alderman Hillyer moved, seconded by Alderman Smith approval of the agenda. The motion passed unanimously.

**RESOLUTIONS OF APPRECIATION:**

Mayor Bostic handed out Resolutions of Appreciation to John Parker and Charles Riggs and thanked them for all the work that they have done for the Town.

**RESOLUTION OF APPRECIATION TO  
CHARLES F. RIGGS & ASSOCIATES, INC.**

**WHEREAS**, Charles F. Riggs of Charles F. Riggs & Associates, Inc., has served this community well for many years in numerous capacities; and

**WHEREAS**, these years of service have been marked by exemplary dedication to the best interests of the community as he has worked constantly for the betterment of its economic, cultural and aesthetic development; and

**WHEREAS**, the Town has and will benefit greatly because of his particular interest and work in the area of consulting, engineering and planning; and

**WHEREAS**, through the performance of his duties and responsibilities as a friend of the community he has made excellent and constructive contributions to municipal government in our Town; and

**WHEREAS**, he has earned the admiration and high regard of those with whom he has come into contact and the affection of local citizens, who are proud to call him "friend".

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Aldermen for the Town of North Topsail Beach does hereby express our sincere appreciation and thanks, as well as that of our citizens, to **Charles F. Riggs** for his distinguished service to the community;

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be spread upon the pages of this proceeding and a copy shall be forwarded to **Charles F. Riggs** of Charles F. Riggs & Associates, Inc. with sincere best wishes for continued success and many happy years ahead.

**ADOPTED** by unanimous vote of the North Topsail Beach Board of Aldermen on the 5th day of April 2001.

She was told that all the homes are in imminent danger. Everyone is eager to help once a house is condemned. It is appalling that no one has positive input on this matter. The Army Corps of Engineers, CAMA and NTB officials need to communicate openly with each other. There are simplistic solutions and costly measures and better communication is needed. Mrs. Bertarelli said that she is aware that renourishment is down the road, but it would take 10 years and we won't be there at that time. A long-term strategy would be dredging of the channel. She suggested that the jetty could be fixed with the help of the Army Corps of Engineers, CAMA and NTB.

Mayor Bostic asked what the short-term answer was. Mrs. Bertarelli said that Sue McLaughlin was going to Wilmington to get a CAMA permit. Alderman Sizemore said that he has spoken with Jim Gregson, Sue McLaughlin, Cecil Carter and also called Raleigh. The property is across from Oyster Bay and the Inlet is moving and causing problems. Alderman Sizemore noted that in January 1999, he stood there with CAMA officials viewing the problems and we need to do this again. He has also spoken with Alderman Flynn about this. We need to get people in here with experience and have them tell us what options we may have. If your house is threatened you don't need a permit to push. CAMA doesn't want us out there, but Jim Gregson will be here tomorrow and I'll let him get in touch with you. The Corps, CAMA, and Spencer Rogers need to meet.

James McGuirt asked about the one time permit to push sand, and noted that nothing was pushed in their area. Alderman Sizemore said that our permit was for one time, but you qualify for an exemption to push.

Alderman Flynn suggested that we take this discussion out of the Open Forum. Mayor Bostic said we should clarify a few things first. He noted that we were restricted on where we could push. Cecil Carter said that CAMA would not let you push if you don't have one bit of erosion.

Debbie Shinskie, also residing at the north end, noted that not only is the dune eroding, but 15 structures are effected and the dunes are completely gone. There are 111 homes situated from Oyster Lane to the tip, which will also be effected because there is no protection. Mrs. Shinskie thanked Alderman Flynn for answering a lot of their questions and thanked Alderman Sizemore for going to their meeting. She also thanked Loraine Carbone and Sue McLaughlin for helping her with various questions. Mrs. Shinskie requested that the town look at short-term solutions. Funding and strategies should be in place in the new fiscal year.

Mayor Bostic said there is no strategy plan, but there are plans if a new law comes into effect where we can condemn property. Back in the mid-80's, there were problems with the sand dunes. Mrs. Shinskie felt that we should develop a short-term plan and said that she was willing to volunteer her time. Alderman Flynn said we do have some plans, but we should wait to discuss them until the body of the meeting. Mrs. Shinskie suggested that when you know the Corps is going to dredge, we should request that someone from the town be a liaison with the Corps.



**WHEREAS**, the loss of this reimbursement during the fiscal year 2000-2001 after local governments have adopted budgets and set tax rates would have a significant impact on the operations of local governments, and

**WHEREAS**, the loss of these reimbursements in future years would be detrimental to state mandated fund balance amounts and the ongoing operations of state mandated programs, including current expense and capital expense needs of the local Boards of Education.

**NOW, THEREFORE, BE IT RESOLVED** by the North Topsail Beach Board of Aldermen that:

1. The Governor of North Carolina is requested to restore full funding of the Inventory Tax Reimbursements for fiscal year 2000-2001, and that
2. The Governor of North Carolina is requested to continue support for full funding of all State reimbursements of revenues lost when the General Assembly repealed certain local property taxes or to support restoring the authority of local governments to levy those taxes again, and that
3. The Town Clerk of North Topsail Beach is instructed to forward this resolution to the Governor, the North Carolina General Assembly, and the North Carolina Association of County Commissioners.

**ADOPTED**, this the 5th day of April 2001.

5. Resolution Supporting April 16 - 30, 2001 as Litter Sweep in N.C.

**LITTER SWEEP 2001  
BY THE TOWN OF NORTH TOPSAIL BEACH**

**A PROCLAMATION**

**WHEREAS**, the North Carolina Department of Transportation annually organizes a statewide spring roadside cleanup to ensure clean and beautiful roads in North Carolina; and

**WHEREAS**, the spring 2001 "*Litter Sweep*" cleanup will take place April 16 - 30, 2001, and encourage local governments, businesses, civic and professional groups, churches, schools and concerned individuals to organize cleanups in their communities; and

**WHEREAS**, the cleanup will increase awareness of the need for cleaner roadsides, emphasize the importance of not littering, and encourage recycling of solid wastes; and

**WHEREAS**, the "*Litter Sweep*" cleanup will be a part of educating the children of this great State regarding the importance of a clean environment to the quality of life in North Carolina; and

**WHEREAS**, the great natural beauty of our Town and a clean environment are a source of great pride for all North Carolinians, attracting tourists and aiding in recruiting new industries; and

**WHEREAS**, the 2001 spring cleanup will acknowledge the 13<sup>TH</sup> Anniversary of the North Carolina Adopt-A-Highway program and its thousands of volunteers who labor throughout the year to keep our roadsides clean;

**NOW, THEREFORE**, we, the Board of Aldermen of North Topsail Beach, do hereby proclaim April 16 - 30, 2001 as "*LITTER SWEEP*" IN North Topsail Beach and encourage all citizens to take an active role in making their community cleaner and more beautiful.

Adopted this 5<sup>th</sup> day of April 2001.

- 6. Authorization to donate \$250.00 to the Dixon Soccer Club. This is within the requirements of the General Statute. We have \$850.00 left in this line item.

Alderman Flynn questioned the donation of \$250 to the Dixon soccer team. He realizes that it could be considered part of a budget line item, but as he has stated before, we shouldn't use citizen's tax dollars to provide money to various charitable organizations. Alderman O'Donnell agreed to take this issue off the consent agenda. The more we do, the more we are requested to do. Alderman Flynn moved, seconded by Alderman O'Donnell to not authorize the donation of \$250.00 to the Dixon Soccer Club. The motion passed unanimously.

Alderman Sizemore noted that in regard to the request of mile markers to D.O.T., Allen Page, PE, Division Engineer, is the person to authorize mile markers.

**OLD BUSINESS:**

**Training Resolution for all Employees:**

As directed by the Board of Aldermen on January 4, 2001, a document has been drafted to prevent employees from attending training sessions at the expense of NTB and immediately after receiving certification, applying for a position at a different municipality or business.

The restitution and decision as to whether the training qualifies for reimbursement will be left up to the Town Manager's discretion as in the New Hire Agreement.

Alderman Flynn noted that the dollar amount is not reflective in this draft. Alderman Hillyer said that the length of time was not included. Alderman Flynn suggested that this draft be returned to the town manager for appropriate changes.

**Volunteer Fire Department Surveys:**

We have received 10 out of 25 surveys mailed out. There were an additional 6 mailed out, but returned because the member no longer live at that address. Of the 10 received, only one provided negative input. Two out of ten felt that the training was a burden to their personal time. Three out of ten felt they could meet State 36 hour mandated requirements without NTBFD S.O.P.'s. All in all, the majority of those that responded can and do comply with the set rules and regulations set forth. Mr. Hammond asked the Board if they still wished to conduct a workshop on the NTBPDF.

Alderman Flynn questioned the 36-hour requirement and asked what the length of the monthly business meeting was. Thomas Best said it could run 2 to 3 hours. A Business meeting is held once a month and if a volunteer couldn't make it, they should let us know. Alderman Flynn asked what the most significant problem was in keeping volunteers. Thomas Best said that they don't get all of their hours in. Steve Smith said he attended a meeting last month and there were only 6 there, counting himself and the 2 paid employees. It's hard to get people to volunteer. We have to come up with a solution. Maybe look at call pay. Our older population limits the volunteerism.

Alderman Flynn suggested that the Board set up a committee, since we are unable to get anything done by a casual discussion by the Board. Mayor Bostic noted that at the retreat, Alderman O'Donnell was given the charge of the fire department and asked him if he would chair this

committee. Mayor Bostic also noted that this is why mutual aid is so important because we lack volunteers. Alderman O'Donnell asked that Thomas Best and Mike Fickel serve on this committee.

Alderman Sizemore noted that a survey response said that training is very important and that lives depend on it. An article in the paper recently said that we might not have much choice in this matter since the State will set standards on a response time.

Mike Fickel noted that we have 28 names on the roster, but it is the same 4 people who show up all the time. The others don't put in the effort, which results in dissention in the ranks. We don't have a lot of permanent residents here.

Mayor Bostic asked Alderman O'Donnell to get in touch with the town manager to start the committee.

### **False Alarm Ordinance:**

The first draft of the False Alarm Ordinance was presented to the Board. This document was prepared from a modified version of Wilson's. It is added as a separate article under our Fire & Safety section. If this proposal is approved, we will schedule the Public Hearing and proceed as in accordance with the General Statutes.

Alderman O'Donnell felt that this draft was too lenient because there are a lot of false alarms before we do anything. Who is going to show up for fire calls when they are false alarms? There should be one false alarm per year allowed and the second time should be a fine.

Chief Salese asked who would recoup the fines? We have to take people to small claims court on town tickets. Alderman Flynn said that he didn't agree on a once a year false alarm minimum and questioned if they don't pay, then what happens? Under 2e, change severe either to "severe weather". Alderman Flynn noted that Thomas Best and Danny Salese's input be considered in the ordinance. Attorney Fuss said that in addition to a fine or in lieu of a fine, an assessment of the cost of the person's time be considered. Also, there may be a way to assess the cost of wear and tear on equipment. Attorney Fuss said that he could research that and get input from Mr. Best and Mr. Salese.

Alderman Sizemore noted that the first response at North Shore should be Turkey Creek and Onslow County.

### **BEACH EROSION ISSUES:**

Alderman Flynn stated that he met with the Corps of Engineers to discuss beach renourishment management planning. Federal, state and local officials were at these meetings and additional workshops will follow. The reconnaissance effort was awarded to the town on the 14<sup>th</sup> day of February. The Corps will see if there is a federal interest to pursue a program here at NTB. The reconnaissance phase would probably be completed in October or November. At the time of completion, the Corps would look at an agreement of a cost sharing agreement. The dollar value is still not available to us.

The State, in the past, has taken care of a percentage of the cost, but they have not committed anything yet. The County will have an opportunity to help and the remainder of the responsibility will go to North Topsail Beach. It is evident that we had to do something to acquire funds and that is when a 3% accommodations tax was discussed. Senator Ballantine has introduced a bill in support of this tax. All funds would go towards beach renourishment. Hopefully, it would enable us to fund the 2<sup>nd</sup> part of the Corp's project. The cost of sand has not been made. The Corps of Engineers is prohibited from using federal funds within CBRA areas. We are looking at 5 1/2 miles that would be under the Corp's program.

If we don't have the ability to use the Corps to put sand down, it would be a requirement for the town to see what could be done to get sand on our beaches. We need to have the appropriate people see the properties, the beach, and give us advice on stopgap measures and long term measures of protecting homes on NTB. Alderman Flynn did not know what the cost would be at this time. It is mandatory that we proceed with this or we won't have a town. Today, we can do very little. We sent \$100.00 today to CAMA to get our permit extended. Sue McLaughlin said that she would know tomorrow when we would get the modification to the permit. In the last 10 days we have contacted FEMA, CAMA the state and the Corps. Some of the problems at the north end are not problems that the town has to solve. Some issues are the property owner's responsibility.

Mayor Bostic noted that in regard to the past dredging, the Corps never put sand on the beach, they always put it on the spoil area. We begged them to put it on the beach. We are not in a position to spend more money there. They only clean the sand out of the intracoastal area and Saw River Inlet. They are not authorized to accommodate us. They are stretching it to give us the sand. When they estimate how much sand we'll get it is no guarantee. Alderman Flynn said that we have asked to get people in to discuss the dredging and also have Fish and Wildlife representatives there. Mayor Bostic also noted that only essential projects of navigation are being considered by the Corps.

Mrs. Bertarelli said that she wished Tony Hammond were here tonight. Mr. Hammond has told them since January that the Corps is coming in and would put sand all the way down to Topsail Reef. He also told others not to worry. Mrs. Bertarelli said that she went into the town manager's office and he said not to worry. Mrs. Bertarelli couldn't believe that the town manager didn't know what was going on in this town. If we had better communication with the Corps and the Town, perhaps we could have moved the sand.

Mayor Bostic noted that CAMA doesn't allow vertical move of the sand. Alderman Flynn stated that they have to sign a waiver to have sand moved from their property to protect other areas. Mrs. Bertarelli questioned the coordination between the Corps and the town when sand was pumped. Alderman Flynn noted that the Corps chooses to do what they want. Mayor Bostic noted that erosion could start when they do dredge.

Alderman Sizemore said that we should try to arrange a meeting with all concerned since we don't have the answers tonight and suggested that we invite them to a meeting. Alderman Smith recommended a meeting in 2 weeks. Mayor Bostic asked Sue McLaughlin to have her arrange a meeting as soon as possible.

Debbie Shinskie noted there was a 933 agreement that a municipality could have with the Corps. She spoke with Joan Altman who told her that when there is pumping the town could pay additional money to the Corps to put sand where you want it. Mayor Bostic said he wasn't familiar with the 933 agreement and noted that the State is in the red. The government is looking at changing rates that could help us. We've had a reduction in our census count. We'll have a loss of over \$50,000 for next year and we've lost our tax base. We need the citizens behind us.

Ed Drudge noted that you don't see more people at meetings because we are told what we can't do. He said that there is plenty of sand in front of his house and he was told he couldn't do anything with it. Mayor Bostic said the town is not restricting you, it is a state agency that prohibits it. Mr. Drudge asked why haven't we done anything for the last 10 months. Alderman Flynn stated that it would have been more appropriate if you said what did we do 10 years ago? In the past 5 years we have been fighting hurricanes. Alderman Flynn noted that he has started a committee on beach renourishment. We have learned a lot that we haven't known before. We have gone to DC, to the State to the County. We are looking at taking care of the north end now. There is a program ongoing, which has been publicized since last May. It's on the town's website, and in our newsletter.

Cecil Carter said that Bogue Inlet has the same problem with the side dredge. Finally they turned it around and it is up to the operator of the dredge. Mr. Carter said that the Corps is not going to see which way they pump it. You only have a short time before turtle season and there is no way that Thomas Best could push it all. Mr. Carter asked the Board to let him push on the Town's permit for private pushing. Jim Gregson, of CAMA, said he could. Mr. Carter also said that the town needs its own CAMA officer. Everyone has to wait for Jim Gregson and he is limited.

Alderman Sizemore said we would have a CAMA program today if they negotiated a contract with us. If you go out today to push, there is not a lot of sand and you will do damage to the beach. Alderman Sizemore noted that he has been working on this since 1997.

Alderman Hillyer noted that not having our own CAMA officer was dumb. People were told it would cost the town \$30,000 if we continued with our own CAMA officer and that was incorrect. It's irrelevant to this argument. It was a bad decision to terminate that position.

**Recess of meeting:**

The meeting recessed at 9:08 p.m.

**Call back to order:**

The meeting was called back into order at 9:16 p.m.

Mayor Bostic verified that Cecil Carter could work under our permit if approved. Sue McLaughlin agreed. Alderman O'Donnell moved, seconded by Alderman Smith to authorize independent contractors to work under our permit when it is approved by the state at no cost or liability to the Town under Sue McLaughlin's discretion. Attorney Fuss said we have to be notified if anyone is going to work under our permit and at the time they have been authorized

I received a delinquent tax report from the County for 1999/2000. There are 1625 delinquencies for a total of \$140,930.82. According to the County, once the 180 days has passed for the original notification in the paper, we can foreclose on the property.

I have asked the attorney to provide and update, per Alderman Flynn, on the Villa suit and the Armour property.

We will be tracking the Census website for the procedures to appeal their numbers, along with Richlands and Swansboro. More to follow.

**MAYOR'S REPORT:**

Mayor Bostic asked for the consensus of the Board to proclaim Litter Sweep the week of April 16 - 30, 2001. We need to look at privilege licenses and the count of rentals he had was about 860 rental units. Mrs. King thought the count was higher. Mayor Bostic requested that this issue be put on our agenda next month. Mrs. King has been in contact with the Institute of Government regarding this issue.

**ALDERMEN'S REPORT:**

Alderman Sizemore reported that D.O.T. is finally fixing Topsail Road.

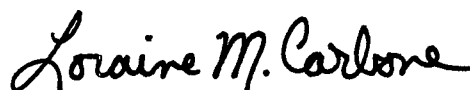
Alderman O'Donnell requested that the Roger's Bay issue be addressed at the May Board meeting.

Alderman Flynn thanked the Beautification Committee for the wreath they decorated.

**ADJOURNMENT:**

Alderman O'Donnell moved, seconded by Alderman Smith to adjourn the meeting at 10:30 p.m. The motion passed unanimously.

Respectfully submitted,



Loraine M. Carbone  
Town Clerk

## Budget Amendment #6

### Revenues

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-301-01 Taxes Prior Year	\$20,600.00	\$2,500.00	\$23,100.00
10-317-00 Penalties & Interest	\$4,400.00	\$850.00	\$5,250.00
10-329-00 Investment Income	\$46,500.00	\$6,500.00	\$53,000.00
10-335-01 Fran Reimbursement	\$44,014.00	\$500.00	\$44,514.00
10-335-09 Floyd Reimbursement	\$2,553,906.00	\$1,011.00	\$2,554,917.00
10-336-06 Donations-Beautification	\$850.00	\$185.00	\$1,035.00
10-351-03 Body Armor Reimbursements	\$1,100.00	\$500.00	\$1,600.00
10-355-02 Electric Permits	\$7,550.00	\$3,200.00	\$10,750.00
10-357-08 Zoning Permits	\$1,330.00	\$200.00	\$1,530.00
10-359-00 Refuse Collections Fees	\$186,180.00	\$3,150.00	\$189,330.00
10-348-01 NCLM Grant	\$0.00	\$1,000.00	\$1,000.00
10-367-02 Gas Tax Refund	<u>\$5,100.00</u>	<u>\$1,315.00</u>	<u>\$6,415.00</u>
	\$2,871,530.00	\$20,911.00	\$2,892,441.00

**Revenues increased by :           \$20,911.00**

- 10-317-00 Increase due to Prior Year taxes being higher
- 10-335-01 Last FEMA payment for Fran
- 10-335-09 Last FEMA payment for Floyd
- 10-359-00 Increase due to Prior Year taxes being higher
- 10-348-01 Safety Grant approved and received

All other lines items: Revenues higher than anticipated

## Expenditures

## Governing Body--Administration--Buildings--Police Department

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-410-14 Travel Training	\$250.00	\$135.00	\$385.00
10-410-50 Donations to Other Organizations	\$1,000.00	(\$135.00)	\$865.00
10-420-10 Employee Training	\$5,323.00	\$720.00	\$6,043.00
10-420-53 Dues & Subscriptions	\$2,050.00	\$500.00	\$2,550.00
10-420-54 Insurance & Bonds	\$29,750.00	\$2,500.00	\$32,250.00
10-420-16 M&R Equipment	\$310.00	(\$150.00)	\$160.00
10-420-17 M&R Vehicles	\$500.00	(\$150.00)	\$350.00
10-420-33 Departmental Supplies	\$4,350.00	(\$400.00)	\$3,950.00
10-420-26 Advertising	\$5,650.00	(\$200.00)	\$5,450.00
10-500-15 M&R Buildings	\$10,000.00	\$500.00	\$10,500.00
10-500-45 Pest Control	\$1,000.00	(\$173.00)	\$827.00
10-500-13 Utilities	\$24,500.00	(\$327.00)	\$24,173.00
10-510-03 Part-time salaries	\$9,450.00	\$550.00	\$10,000.00
10-510-04 Professional Services	\$1,200.00	(\$550.00)	\$650.00
10-420-11 Telephone/ Pagers	\$27,254.00	(\$170.00)	\$27,084.00
10-420-16 Employee Travel-Mileage	\$500.00	(\$150.00)	\$350.00
10-410-93 Employment Security Commission	\$1,500.00	(\$500.00)	\$1,000.00
10-999-01 Contingency	<u>\$116,592.00</u>	<u>\$0.00</u>	<u>\$116,592.00</u>
	\$124,587.00	\$2,000.00	\$126,587.00
	<b>Needed to balance:</b>	<b>\$2,000.00</b>	

10-410-04 Board Authorized trip to Washington DC  
 10-420-10 Additional Cost associated with board directed travel for Town Manager  
 10-420-53 Increase due to expenditures being higher than anticipated  
 10-420-54 February deductible for liability insurance (23rd Avenue)  
 10-500-15 Repairs made to town buildings (Fire Department & Public Works)  
 10-510-03 Reserve Officers utilized to cover officer position not filled and Regular Officers sick time  
 10-999-01 The actual contingency after budget amendment #6 is -\$20,993.00

This means the line item was increased by **\$18,911.00**

I feel that the remaining amount will be recovered by the end of the 2000-01 fiscal year



Total Revenue Increases	<u>\$20,911.00</u>
Total	\$20,911.00

**Over-expenditures for each department**

Administration	\$2,500.00
Inspections	\$0.00
Governing Body	(\$500.00)
Public Works	\$0.00
Beach Renourishment	\$0.00
Public Facilities	\$0.00
Recreation	\$0.00
Streets	\$0.00
Contingency	<u>\$18,911.00</u>
	\$20,911.00

\$20,911.00
<u>(\$20,911.00)</u>
\$0.00

Mr. Hammond stated that Onslow County (Mr. Ken Joyner) was researching that answer. In addition, Mr. Joyner did not have any information on how the town could help the county in this matter, and would contact the League of Municipalities, and inform the town manager.

Aldermen Flynn questioned when that response would be available and if they would have the information by the next board meeting. Mr. Hammond stated that he was not sure that he would have that information by the next meeting.

Aldermen Flynn: item 4 page 2, asked, "What is the dollar value of the deleted pay raise and cost of living. Mr. Hammond stated that it was \$53,652.00

Aldermen Sizemore stated that "The back taxes owed the town are the same amount of money that the town needs to balance the budget". He also asked Mr. Hammond if he had inquired from the state concerning his suggestion of splitting the payment that was due on the town hall.

Mr. Hammond stated that "Once we get the ok from LGC, then we would approach the bank."

Mayor Bostic asked if deleting the pay raises and splitting the payment of the town hall would balance the budget. He also asked Mr. Hammond what the fund balance was today. Mr. Hammond replied it is currently \$750,000.000 at the last audit." He also stated that unless the revenues increase the town might have to pull money from the fund balance.

Aldermen Flynn asked what the estimated amount would need to come out of the fund balance. Mrs. King stated that approximately \$15,000.00 would needed to be pulled from the fund balance.

Mrs. King thought that we might not have to pull any money from the fund balance; but in addition, the town would not be able to add to the fund balance this year.

Mrs. King explained the dollar amount differences in the undesignated and designated fund balances.

Mayor Bostic stated that he would rather dip into the fund balance to offset the difference.

Aldermen Sizemore stated that possibly increasing the solid waste fee would help to offset the deficit.

Mr. Hammond asked Mrs. King if the solid waste fee was in the designated or undesignated funds.

Mr. Hammond told the board that Waste Industries contract was up for renewal this year and that a 2% increase was going to be asked for.

Mayor Bostic questioned making a profit on the waste collection and asked if we could make the solid waste fee as a tax instead.

Aldermen Sizemore said that some of the money could help offset the Public Works expenses.

Aldermen Flynn agreed that raising the waste fees and using it to balance the budget was not agreeable.

Aldermen Flynn stated that cutting the raises and cost of living should be thought about carefully because of the impact on the town employees. He made the suggestion to delete the salaries for the governing body also. And in addition, examine the travel and training expenses for the board members.

Aldermen Sizemore agreed with Aldermen Flynn on the governing board salary, Aldermen Hillyer agreed.

Mayor called for a consensus on the governing board salaries.

Aldermen Hillyer asked what dollar amount would be the partial tax increase.

Mr. Hammond stated a 5% percent tax increase would bring an additional \$115,000.00

Aldermen O'Donnell stated that he would not support a tax increase, and that there are additional items to be looked at. He stated that raises could be less and not done away with all together. He suggested not buying any new vehicles. In addition, he questioned the overtime dollar value for this year.

Mr. Hammond stated that overtime hours were decreased by 3 hours from the 5 hours of last year. He asked Mr. Hammond to calculate if there were any savings by deleting the overtime to 0.

Mr. Hammond explained that the vehicles would need additional maintenance to keep them in the fleet and running due to the age and mileage.

Chief Salese explained the wear and tear on the vehicles and the cost of the maintenance.

Aldermen Sizemore stated that the town had tried different types of vehicles and felt that may be a mistake.

Mr. Hammond explained that the town was in a contract with the state when buying the vehicles.

Aldermen O'Donnell stated that he would like hard empirical information on maintaining the vehicles longer. Or

Aldermen Sizemore suggested keeping the one vehicle that has 85,000 miles but selling the other vehicle that has 140,000 miles.

Mayor Bostic stated that "Smart Growth" was brought up at the mayor's meeting and would create an expenditure.

Mrs. King asked if the ONWASA fee should be included in the budget for next year.

The board agreed that they would like to see the fee in the next budget workshop.

Aldermen Smith has a concern that the town is spending more than we are making in revenue.

Aldermen Flynn commended Ms. King and Mr. Hammond on their first look at the budget.

Mayor Bostic called for a recess at 8:01 p.m. and would convene the meeting on May 9<sup>th</sup> at 6:30 p.m.

**RECESS:**

Respectfully submitted,



Sue McLaughlin  
Recording Secretary

4. A partial tax increase and no cost of living or merit increase (as provided in adoption of personnel policy) to all employees of North Topsail Beach for 2001/2002 only.
5. Look for additional revenues:
  - a. Levy privilege license for rental properties (approximately 800 units)
  - b. Increase current building fees
  - c. Reinstate CAMA

## TAX RATE AND REVENUE GENERATED FROM MUNICIPALITIES

<u>MUNICIPALITY</u>	<u>2000/2001 TAX RATE</u>	<u>REVENUE GENERATED</u>
NORTH TOPSAIL BEACH	.45	\$ 1,011,907.00
HOLLY RIDGE	.50	170,000.00
SWANSBORO	.38	456,000.00
RICHLANDS	.45	194,700.00
SURF CITY	.37	1,188,750.46
TOPSAIL BEACH	.27	528,625.00
CAROLINA BEACH	.37	2.34 MILLION
WRIGHTSVILLE BEACH	14.3	1,895,000.00
KURE BEACH	20.275	783,750,000.00
OCEAN ISLE	.14	1,134,193.00
OAK ISLAND	.34	2,827,698.00
HOLDEN BEACH	.19	960,000.00
ATLANTIC BEACH	.29	1.7 MILLION
SUNSET BEACH	9.5	700,000.00
EMERALD ISLE	19.5	1,877,000.00

Gene Podbielsky said that he has had bad experiences with dogs. There are well-trained dogs, but every third time he and his wife walk, they are accosted by dogs; and this is with the leash law.

**OPEN FORUM:**

A citizen stated that her son was getting married Sunday at the Villa and asked permission for a horse and buggy to ride on the beach. The most it should take is 20 minutes. They will start from the Jeffrey's property and ride to the Villa. Mr. Hammond said our ordinance prohibits horses on the beach but someone will be picking up the excrement. Alderman Hillyer moved, seconded by Alderman Smith to grant permission to have the horse and buggy on the beach on Sunday, May 6, 2001. The motion passed unanimously.

Bob Fox reported that they had a meeting last Friday regarding Roger's Bay with Tony Hammond, Sue McLaughlin, John Starzynski and Tammy Riddle, who is with the N.F.I.P.

Soundra Bertarelli noted that at the last town meeting she discussed beach erosion and the devastation the north end was experiencing. Because of that concern, she has had a positive reaction from the town, manager and board. Mrs. Bertarelli thanked Thomas Best for the bull dozing and also thanked Sue McLaughlin and said that Sue deserved applause for all the work she did in organizing the beach erosion meeting. Mrs. Bertarelli said that Sue is awesome! We need to follow through on the items discussed at the beach erosion meeting.

**CONSENT AGENDA:**

1. Approval of April 5, 2001 Board of Aldermen Meeting minutes.
2. Request from Waste Industries, Inc. for 2% CPI adjustment. This is within the current contract and upon formal request, is to be submitted to the Board.
3. Resignation of Patsy Jordan as Chairman of the Planning Board.
4. Re-entry Plan (Palm Beach County, Florida) - We are in the process of reviewing the NTB Hurricane Plan, as well as consider the possible incorporation of portions of the enclosed plan. More to follow.

Alderman O'Donnell questioned the 2% increase in the Waste Industries contract and asked if we should be absorbing that cost? Mr. Hammond said that it is a standard part of their contract. Attorney Fuss said that they were considering a higher figure. Alderman Sizemore requested that this issue be moved under old business 8d.

Alderman Hillyer moved, seconded by Alderman Flynn approval of the Consent Agenda and to remove the contract with Waste Industries to Old Business. The motion passed unanimously.

**OLD BUSINESS:****Revision of False Alarm Ordinance:**

Mr. Hammond stated that the False Alarm Ordinance incorporated changes that were suggested at the April Board Meeting.

Attorney Fuss noted that they tightened up the number of times the town would be called before it would be a violation and that the ordinance was stricter all the way around and the fees are higher. He noted that there is no justification for attempting to assess additional penalties on the wear and tear on our equipment. This ordinance would require a public hearing.

Alderman O'Donnell noted that under 2d in the ordinance, it should read "illegal" entry. He also felt that the ordinance was still too lenient since it states that it would be classified as a chronic false alarm if there were 2 false alarms within 2 weeks. Also it should state and/or (fire and police). Alderman O'Donnell felt that 2 alarms in 2 weeks are excessive. You shouldn't have more than 2 false alarms in a year. Alderman O'Donnell would like to see this ordinance tighter before it goes to public hearing.

Alderman Flynn asked for data as to how many alarm systems exist in the town. Thomas Best said that all condos have alarm systems, but didn't know how many homes had them. Alderman Flynn said that before we change definitions, he would like to have an idea of how many alarms there were on a yearly basis. Mayor Bostic said we could call for a public hearing and then get the information before the meeting. The Board decided to hold a Public Hearing prior to the next scheduled board meeting. Attorney Fuss said that he was under the impression that each time an alarm came in both police and fire responded. Chief Salese noted that the police respond to everything, the fire department does not. Mayor Bostic requested that the staff get a copy of the ordinance. Alderman Flynn asked that they be given information simplifying the questions. Mr. Tuman requested that we include this ordinance in the minutes for citizens to review.

**Amendment to Employee Training Resolution:**

As requested at the April Board Meeting, the new version reflects dollar amounts and the Resolution will still allow the Town Manager the authority to exercise his discretion as in the New Hire Agreement.

Attorney Fuss noted that this is during the 8-month period immediately prior to an employee's last day of employment. If during the 8-month period an employee received training worth \$100.00, the maximum the manager could request is \$75.00. All amounts would be recorded to the Board.

Alderman O'Donnell thought it had read 1-year period instead of 8-month period.

Alderman O'Donnell moved, seconded by Alderman Smith to change 8 months to one year and adopt the resolution. Alderman Hillyer felt 8 months was fine and 12 months was extreme. Alderman Flynn felt that it was not a punitive package as it was put together and said he assumed the manager would take everything into consideration. The motion unanimously passed.



**AUDIT CONTRACT:**

Mr. Hammond noted that this is a standard contract with our auditor. It has to be sent to LGC for their approval. Alderman Sizemore moved, seconded by Alderman O'Donnell to accept the audit contract. The motion passed unanimously

**WASTE INDUSTRIES CONTRACT:**

Alderman Sizemore questioned the request for an extension on the contract for an additional year. Mr. Hammond said they seem to do that with each contract. He said that he made sure they included that should the 4 towns want to pursue a consolidated franchise bid, we would still be eligible and could walk out of the contract with no strings attached. Alderman Sizemore noted that when we presented this to the 4 towns, another town renewed with another vendor. He suggested that we go with the existing contract, agree to the 2% increase and look to re-bid when we can.

Mr. Hammond said he could request a new contract without the extension. Alderman Flynn requested that the town manager renegotiate with Waste Industries and to table this issue at this time.

Alderman O'Donnell said we are locking in at a 2% increase for the next 3 years, what if gas comes down in price. Attorney Fuss said that we owe thanks to Beverly Sizemore for suggesting eliminating the twice a week pick-up in the off season.

Mr. Hammond noted that in our current contract, Waste Industries provides us with a 40 cubic yard dumpster for 2 weeks/year. Citizens could bring their bulky items to Public Works where the dumpster would be located. We are looking at providing this service the last 2 weeks of June and then set it up again in September. Mayor Bostic asked why June? People could use it now. The Town Manager would look at earlier dates.

**NEW BUSINESS:**

**Privilege Licenses on Short Term Rental Property:**

Per the G.S. 160A-211, a municipality can establish a privilege license fee for certain activities, short-term rentals being one. According to the Topsail Island Chamber of Commerce, there are approximately 800 rental units that could be required to purchase this license.

The Board has the authority to set the fee, designate what the fee would be utilized for and enforce collection.

Alderman Sizemore noted that he originally proposed this as an alternative to the accommodation's tax. He considered a privilege license as a way to fund money for beach renourishment, but does not support the use of a privilege license for the benefit of the general fund. If it is intended for beach renourishment and the town needs additional monies, then he would still support the use of privilege licenses to meet our obligations.

Alderman Flynn supported the same comments. He said that this is a tax and he doesn't believe in putting any other taxes on our citizens. Alderman Flynn suggested that we table this discussion until we see what happens with the accommodation's tax.

Alderman O'Donnell agreed with Aldermen Flynn and Sizemore.

Mayor Bostic noted that since the town was incorporated, we have had a privilege license tax in our ordinance book, with a minimum fee of \$25.00, which includes owners of more than one rental cottage. Campgrounds were also included in this.

Sandra Ledbetter, President of the Realtors Association, said that they were against any privilege tax. She also noted that they appreciate and understand our efforts in the accommodation's tax.

**Draft Reconnaissance Study and Letter of Intent to Sponsor Feasibility Phase of Project:**

Mr. Hammond noted that for review and concurrence is the "Draft" Reconnaissance Report, Surf City and North Topsail Beach, North Carolina.

Included in the report is a sample letter of intent to sponsor the feasibility phase of the project. This sample letter has been placed on North Topsail Beach letterhead for the signature of Mayor Bostic.

In the draft letter, it breaks down the preliminary estimated cost for the Town of NTB for the feasibility phase.

The cost of the non-federal cost is \$750,000.00. Traditionally, the State has shared this cost at 75% (State); 25% (local) ratio. It is still too early in the process to determine what portion of the remaining 25% will be sponsored by the County, although they are actively considering our request for at least \$100,000.00 per year throughout the life of this project. There is federal interest between NTB and Surf City.

Alderman Flynn said that this is the first major step since we received approval from Congress. It furthers our effort that we will proceed to the next phase. It will be a difficult budget year and we don't know what the State would bear. They have taken 50% of the cost, leaving the remainder in some other nonfederal agency. Onslow County could be a participant. Alderman Flynn has spoken with them and they have suggested that he brief them on an overall package later this month. We already have a request that the County give us an additional \$100,000 each year. The Corps is ready to proceed. They need this letter so it can move forward with the reconnaissance package. It has to be completed and back to the Wilmington office by November and then they will commence the Feasibility analysis. Mayor Bostic said, realistically this is the point of no return. Alderman Flynn said not really, Topsail Beach had agreed and went through the reconnaissance phase 10 years ago, when they realized the cost of the project, they dropped out. They have since become active in it. We can relinquish up to the feasibility study. Mayor Bostic said that hopefully the State and County would contribute on our behalf. Alderman Flynn stated that

**TIME LIMITS IN OPEN FORUM:**

Alderman Hillyer noted that other towns have set time limits for citizens to speak in Open Forums or when they request to address the Board. Five minutes seems to be the common figure. Some towns had timers and bells and lights. Alderman Hillyer noted that he had considerable ambivalence about this issue since he likes that people get a chance to talk. He has been at other meetings when you were not able to speak. Alderman Hillyer asked the other Board members if they thought that 5 minutes was a good time limit. Alderman Flynn said yes, 5 minutes is actually a long time. It should be more than enough time.

Alderman O'Donnell said he liked the 5 minutes and citizens don't realize that they have a certain amount of time. The mayor could give more time in different situations. Alderman Flynn said that it would be useful that a fact sheet be prepared by the Town Manager, regarding time limitations, differences in addressing the board and speaking at an open forum.

Alderman Sizemore said that during an open forum 5 minutes is adequate. When addressing the board, 10 minutes should be fine. He would prefer shorter presentations and the Mayor could have discretion on giving more time.

Alderman Smith said that we should ask for printed documents before the meeting for those who request to address the board. Mr. Hammond said they have until the day we do the board package and it would be hard to get a copy the week before, but maybe a copy could be available the day of the meeting.

Alderman Hillyer said having a time limit would make it easier for the Mayor.

Sue Tuman suggested that if people understood the procedure they wouldn't take advantage of their time and they should provide the town clerk with a written copy. Putting a strict time limit may not be needed. Mayor Bostic said that when citizens speak they should come to the podium when they request to address the board.

Mr. Hammond said we would give the board a guide that we could give to citizens. Alderman Flynn said we just have to explain how the forum is conducted.

**MANAGER'S REPORT:**

1. We have posted rip current signs in locations such as Town Hall and other public buildings. We will ask to post these signs in other non-public buildings such as the condos, local stores and restaurants. Alderman Sizemore suggested putting them at county accesses. Alderman Smith said we could contact the County for signs. Mr. Hammond said we do signs through the prison system.  
Dan Tuman said there are at least 6 signs at the north end and you can't read them all and they are very confusing.

2. We completed the meeting with CAMS (Mr. Fox and Mr. Cramer). I provided you a memo of the outcome of that meeting and will keep you informed of their progress.
3. I am still waiting on a reply from D.O.T. Secretary Tippit on our request for mile markers and the speed limit reduction.
4. As directed by the last board meeting, I have asked Ken Joyner to provide me with some guidance on how NTB could help the County collect back taxes. I am waiting on his response.
5. I have asked Bill Fuss to look at the differences between the proposed accommodation's tax bill for NTB, Surf City and Topsail Beach to see if there were issues of concerns. Alderman O'Donnell was concerned about some of the wording. Alderman Sizemore said that was the old wording in the original proposal. The new tax bill is worded differently.
6. S.B. 92 was referred to the House Committee on Finance on April 30, 2001. We will continue to track this bill. The other bill was referred to Committee on State and Local Government.
7. Town Hall Day is May 23, 2001. Registration is required by May 16, 2001 and the cost is \$40.00 per person. Loraine needs an accurate count to make reservations. Also, do you want to drive back that night or stay over? Aldermn Smith and Flynn and Mayor Bostic said they would attend. Alderman Flynn asked if there was a list of legislators that we should see? Mayor Bostic said Jacksonville is coordinating the Onslow County delegation and there is also a Topsail Island delegation. We could broaden our support by being with the Onslow County delegation since we would cover more bases.
8. Doug Bass has informed me that there is an Onslow County Hurricane Kick-Off meeting on June 1<sup>st</sup> in Swansboro. There will be sessions in the morning and afternoon. I will meet with our employees and review our plan also.
9. Prisoners have planted 57,800 plants and we are expecting 40,000 more plants. Spencer Rogers has checked the planting and he is pleased that they have been planted correctly and are already taking root. Mike Fickel is watering the public areas and homeowner's need to water plants that are on their property.
10. I will go to Florida this weekend and will return on Tuesday.

#### **MAYOR'S REPORT:**

The grand opening of the Holiday Inn was this evening. The N.C. General Assembly will hold hearings on redistricting on May 11th at 7:00 p.m. at Cape Fear College in Wilmington and is limited to 200 people. On the same date, Topsail High School in Hampstead will hold a meeting and is limited to 25 people.

Alderman Flynn said the main meeting in Wilmington is live and will be broadcast in Hampstead.

Alderman O'Donnell requested that the Town Manager produce a letter addressing this issue. Mayor Bostic asked Alderman Hillyer to help.

### Expenditures

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-410-58 Tax Refunds	\$1,822.00	\$35.00	\$1,857.00
10-410-53 Dues & Subscriptions	\$700.00	(\$35.00)	\$665.00
10-420-16 M&R Equipment	\$10.00	\$18.00	\$28.00
10-420-31 Auto Supplies	\$850.00	\$54.00	\$904.00
10-420-14 Employee Mileage	\$500.00	(\$72.00)	\$428.00
10-491-02 Salaries	\$71,110.00	\$3,000.00	\$74,110.00
10-491-05 FICA	\$5,439.00	\$1,000.00	\$6,439.00
10-491-06 Group Insurance	\$7,580.00	(\$500.00)	\$7,080.00
10-491-09 Workers Compensation	\$100.00	(\$100.00)	\$0.00
10-491-54 Insurance	\$500.00	(\$500.00)	\$0.00
10-491-53 Dues & Subscriptions	\$500.00	(\$100.00)	\$400.00
10-500-15 M&R Buildings	\$10,500.00	\$150.00	\$10,650.00
10-510-03 Part-time Salaries	\$10,000.00	\$5,000.00	\$15,000.00
10-510-09 Workers Compensation	\$1,000.00	(\$1,000.00)	\$0.00
10-510-54 Insurance	\$1,000.00	(\$1,000.00)	\$0.00
10-510-36 Uniforms	\$6,000.00	\$1,000.00	\$7,000.00
10-695-93 Beautification	\$1,850.00	\$609.00	\$2,459.00
10-720-45 CAMA Grant-Crosswalks	\$0.00	\$25,920.00	\$25,920.00
10-999-00 Contingency	<u>\$135,503.00</u>	<u>\$5,341.00</u>	<u>\$140,844.00</u>
	\$254,964.00	\$38,820.00	\$293,784.00

10-491-02 Receptionist was approved for hire after budget was passed

Money was reserved for the position in the 1999-2000 audit

10-500-15 Repairs made to heat pump at town hall, compressor went out

10-510-03 Reserve officers have been utilized to cover shifts, overtime, sick leave and comp time

10-695-93 Monies received from shirt sales and donations

10-720-45 Money for crosswalks, this money has not been expended

10-999-00 Actual Contingency after BA# 7 is -\$15,625.00

It has increased by \$5,341.00

I feel that the remaining amount will be recovered before the end of the fiscal year

Mayor Bostic asked Chief Salese if he anticipated using more reserves. Chief Salese noted that he use reserves more in the summer.

Alderman Smith was not in favor of any tax increase. The actual fee is \$1259.64 for ONWASA. Alderman Smith questioned the loan on the police vehicles. Mrs. King noted that the building inspector's truck was included in that. There are a total of four cars. Alderman Smith said he was not ready to buy another police car. He questioned the contracted services and asked for an explanation. Mr. Hammond said that it was all under administrative, southern software, Otis elevator, Coastal Net, postage mail meter, municipal consulting. Mrs. King noted that other items could come under contracted services. Alderman Smith asked for a breakdown on the services and also on phone and postage. Alderman Smith noted that we might have to take money from the fund balance. If we can't afford something, we can't buy it.

Alderman Hillyer said that everyone avoids the possibility of raising taxes. Three cents is not a lot of money, but we don't talk about. He was not in favor of moving planning and zoning, but was in favor of reinstating CAMA. Alderman Hillyer said he does not like taking money from the fund balance, but we may have to do it.

Alderman O'Donnell asked that if we kept both police cars, what would that save us. Mrs. King said about \$4,000.00. Mr. Hammond said you are saving \$7,000 on a car, but losing \$3000 on revenue. There is also the cost of maintenance that you have to look at.

Alderman Flynn was also not in favor of moving planning and zoning to inspections. The person in that position is also our computer staff person and that is a valuable position. It is expensive if you don't have someone on staff. Sue McLaughlin has also been designated as the town staff person to provide support for beach renourishment. Alderman Flynn noted that he has used her in that function and role and will continue to do so. Ms. McLaughlin provides a significant amount of support and back up. The undesignated fund balance must be touched in the least manner as possible. We need to look at it long-term, what is it for if not for emergency situations. This budget year has been placed upon us by the State of N.C. Other towns are in the same situation. We have an excellent employee staff and we should do all we can to keep them and go to the fund balance for a portion to cover the deficit.

Mayor Bostic said that Alderman Sizemore had made a statement on the fee for ONWASA, but there is a change in the figures now. Mayor Bostic asked for a consensus to remain with ONWASA. Aldermen Hillyer, Smith and Flynn wanted to remain with ONWASA. Alderman Sizemore questioned if we need to belong to it. Mayor Bostic said that we are the only facility that doesn't have a water department. If we are not a member, they will probably let us start servicing our own. Alderman Smith said that his goal was to keep the fee at a minimum level. Mayor Bostic said that Onslow County will not come to NTB to put sewers in, it would be too expensive. Alderman Flynn said that it would be significant in the future to belong with them. He

suggested that we support it and look at it each year. Alderman Sizemore said \$1259.64 is more realistic. The consensus of the Board was to remain in ONWASA.

Mayor Bostic noted that they had to decide on CAMA since it was a budget issue. Alderman Sizemore said that a public hearing was needed. Alderman O'Donnell agreed. Mayor Bostic said it would be in a public hearing, but do you want to figure the \$6000 in the budget. Alderman Sizemore said we would have to run it by our attorney before we vote on it. Mayor Bostic said we could place it in the budget and notify the public we would re-adopt CAMA. Alderman Sizemore said that this issue is independent of the budget. Alderman Flynn said that if it is a problem to the overall budget, then we could move forward without the \$6000. Aldermen O'Donnell, Sizemore and Smith did not want CAMA included in the budget.

Mayor Bostic questioned the elimination of the planning and zoning department. Aldermen Hillyer, Smith and Flynn opposed eliminating planning and zoning.

Mayor Bostic questioned the elimination of merit raises. Alderman Sizemore said he would eliminate them reluctantly. Alderman Flynn said he would eliminate them, but would reinstate the merit raises and cost of living if we get more funds during the year. Aldermen O'Donnell and Smith agreed with that. Mayor Bostic stated that the consensus of the Board was to eliminate merit raises and cost of living and we would readjust if we see that revenues have come in.

Alderman Sizemore said that we need to maintain employees that we have, but then we have to cut somewhere else. Alderman Hillyer said that eliminating raises was better than not having a job at all.

Mayor Bostic questioned the elimination of the police vehicle. Alderman Smith said yes. Alderman Flynn didn't know what the impact was, other than delay for a year. Chief Salese said he has been fixing that vehicle all week. Thomas Best said that in regard to the cars we sold, one transmission is gone, and the other one also needs major work.

Chief Salese said we have the cars on rotation, our goal is that we are getting something for them now. We are maintaining them. It costs a few thousand dollars to maintain.

Alderman O'Donnell asked if two officers could share one vehicle to get through this year. Chief Salese said it adds maintenance to the vehicles and next year we would probably look at replacing four cars. Alderman Sizemore said we would end up spending more money if we don't replace the vehicles. Chief Salese noted that we've been running them 100,000 miles. The cost impact would be \$4,000 if nothing goes wrong with the vehicle.

Alderman Flynn noted that the price is not worth the gain.

Mayor Bostic said that in regard to the fund balance, he felt that it was best used to help keep this budget in balance without a tax increase. It's costing citizens more to live here. Insurance has gone up for everyone. He supported money coming out of the fund balance.

Alderman Smith noted that the unbuildable lots set us back.

Alderman Flynn requested that the Board think of what Ken Joyner said and what we could do to assist the county. \$125,000 is owed by taxpayers that have chosen not to pay. Whatever we could acquire would be a great significance.

Alderman Sizemore asked that we look for alternate sources for our insurance needs.

Alderman O'Donnell asked what the consensus was on Board salaries and should they be re-instated? Aldermen Flynn and Hillyer were opposed and Aldermen O'Donnell, Sizemore and Smith wanted salaries re-instated. Consensus was to leave salaries in the budget. Mr. Hammond noted that if the Board wanted to donate their salaries they could donate them to the Beautification Committee.

Mayor Bostic suggested putting in \$10,000.00 into the contingency line item and the Board would use their discretion as to what the contingency could be used for. Aldermen Flynn, Hillyer and Smith agreed. Alderman O'Donnell suggested \$5,000.00 because he didn't want line items inflated.

Mr. Hammond said he would go to the County to see if they would waive the tipping fees.

**RECESS:**

The meeting was recessed at 8:08 p.m. and will reconvene on May 16, 2001 at 6:30 p.m.

Respectfully submitted,

  
Loraine M. Carbone  
Town Clerk



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**TOWN OF NORTH TOPSAIL BEACH  
BUDGET WORKSHOP  
MAY 16, 2001  
6:30 P.M.**

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Charles Hammond, Town Manager, Loraine Carbone, Town Clerk

**RECONVENE MEETING FROM MAY 9, 2001:**

Mayor Bostic called the meeting back into order at 6:32 p.m.

**TOWN HALL DAY:**

Members attending Town Hall Day in Raleigh will leave NTB's Town Hall at 5:30 a.m. on May 23, 2001. Mayor Bostic, Aldermen Smith and Flynn and Town Manager, Charles Hammond will participate in Town Hall Day.

**BUDGET DISCUSSIONS:**

Mr. Hammond noted that Alderman O'Donnell requested a copy of dues and subscriptions and Alderman Smith asked that we look into phones and contracts. We paid Gibraltar out of contracts last year and this year it will come out of dues and subscriptions. The phone bills are going down each year since the State renegotiates their contracts each year.

Alderman O'Donnell questioned what we paid for some of the dues and subscriptions and asked if we need to be in the Eastern Carolina Council. Alderman Sizemore said that they assist towns with problems and have good information. Mr. Hammond said there is a lot that they can do such as, Grant writing and they could help us establish a GIS program. Mr. Hammond also attends a manager's meeting once a month that ECC sponsors. Alderman Flynn noted that they have an excellent finance program. If anyone needs assistance they could help. He felt it was worthwhile. Alderman Sizemore noted that they also did the board retreat.

Mayor Bostic had questions under planning and zoning and asked if the Building Inspector benefited from the associations. Mr. Hammond said that they have quarterly meetings and it has been beneficial.

Alderman Smith questioned collecting our own tax. Mayor Bostic said you need to have your own appraisals in town. Alderman Smith said that Surf City collects their taxes and the county provides appraisals. Alderman O'Donnell said it might cost more to have someone on staff. Alderman Flynn said that a lot of folks are not paying the county and we would have less luck collecting taxes. Alderman Smith noted that Surf City does tax collection and water and there are 4 positions that run their administration. Their tax collection is 99%. Alderman Sizemore said it would require a database. Mr. Hammond said that there are software packages, but it would cost to have another employee. Alderman Sizemore said that the finance clerk in Surf City also collects taxes. We wouldn't have to take a second seat to Onslow County. Alderman Sizemore asked what our contract

was with the County. Mrs. King said she hasn't seen one. Mayor Bostic said we could look at this over the next couple of months.

Alderman Flynn said that there are a lot of questions on this issue. We would have to look at all the costs. Mr. Hammond said he and Mrs. King would look into it.

Alderman Flynn noted that he has asked if anyone had ideas on how to collect taxes. Mr. Hammond said we could put the delinquent taxes on our website. Alderman Flynn felt a list should also be put on the door of Town Hall. There are a lot of homeowner associations who meet here who would see it.

Alderman Sizemore said if we collected our own taxes we could tailor the database to our needs. The town could deny any delinquents who wanted to do anything with their property.

Alderman Flynn said that we could send out postcards to delinquents. Mr. Hammond suggested that the prison system could develop a postcard for us.

Mr. Hammond said we would have to have a separate list of taxes that are due to just North Topsail Beach.

The Board agreed to post the delinquent taxes on the door and to send out postcards to those who haven't paid their taxes.

Alderman Sizemore said that we originally had 4 hours of overtime per employee per pay period and now we have none. Staff has to get comp time when they work overtime. If someone has to take off right after a meeting they are not available for the public. Alderman Sizemore suggested that staff takes a 1/2-day off once a week and it might result in budgetary savings.

Town Clerk, Loraine Carbone noted that anyone who earns comp time takes it within a few weeks. No one is holding onto comp time like they had in the past. She also noted that Mr. Hammond checks all time sheets and makes sure that employees use up their comp time before they use vacation time.

Alderman Sizemore said he just thought there would be a problem if we didn't have any overtime hours. Mr. Hammond said we are not building up on comp time now. Mayor Bostic noted that it was abused for many years.

Mayor Bostic asked what holidays are paid time and a half? Mr. Hammond said none of them are.

Alderman O'Donnell questioned why every department has \$200 in miscellaneous. Mr. Hammond said it would prevent us to go before the Board for minor purchases.

Alderman Flynn asked what the \$1,100.00 covers for the election. Mrs. King said for advertisements and paying county staff to work on Election Day.

Mr. Hammond noted that after we made cuts suggested by the Board and putting \$10,000 into the contingency line item, there is still a deficit of \$37,158.50. Mr. Hammond requested that we pass this budget and take the rest from the general fund.

Mr. Hammond said that he has asked the County if they would consider not charging us for tipping fees next year. He has also contacted Howard Marlowe and he will put some notes together and fax them to him later this week. Mr. Marlowe would look to see where he could cut costs. Jim Gregson said that CAMA would come out with new contracts the end of June. Mayor Bostic said if we carry this budget forward we could make that announcement at the public hearing and adjust the budget if we decide to consider CAMA. Alderman Flynn suggested that we put it on the June meeting agenda.

Alderman O'Donnell questioned the \$6,000 for maintenance of vehicles under the Fire Department and suggested that it should be taken out of contingency rather than out of a line item. Mr. Best said he has already spent \$5,500.00 for repairs. Alderman O'Donnell asked what kind of vehicle are we looking at for public works. Mr. Hammond said he is looking at a F254 pick up truck, basic package, through a state contract.

Alderman Flynn noted that we have done a good job working on this budget the last three years. This budget is tight and legitimate. Taking the deficit that we have of \$37,158.50 out of our savings account is the way to go since it is our citizen's tax money. We should move forward, agree to it, and prepare for the public hearing.

Alderman Flynn moved, seconded by Alderman Smith to adopt the 2001/2002 Budget at this time for movement to the public hearing on June 14, 2001 at 6:00 p.m.

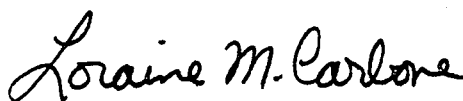
Alderman Hillyer agreed that we have cut the budget as much as we could and we will still have a good fund balance. Alderman O'Donnell said it has been a good give and take and hoped that we could approve this unanimously. Alderman Smith felt that everyone has done a good job, but we have to find some revenue. The motion passed unanimously.

Mayor Bostic said that the CAMA contract would be on the June agenda.

**ADJOURNMENT:**

The meeting adjourned at 7:35 p.m.

Respectfully submitted,



Loraine M. Carbone  
Town Clerk

**DRAFT 1 (02-10-00)**  
**NORTH TOPSAIL BEACH ADMINISTRATIVE DEPARTMENT**

Enclosed is the budget request for the North Topsail Beach Administrative Department (which includes Town Manager, Town Clerk, Finance Officer, and Receptionist Inspections Assistant) for the Fiscal year 2001/2002. Each item is listed by account number, with an explanation of how the figures were derived.

**10-420-02 Salaries: \$132,032.00**

The budget figure covers salaries, including longevity pay. This figure is based on four positions, Town Manager, Town Clerk, Finance Officer and Receptionist/Inspections Clerk. The Receptionist position was added to Administration after 2000-2001 budget was approved, accounting for the slight increase over last year's figures. In as much as the Board decides the Town Managers salary and raises, any raise that might be considered by the Board is not included in this figure.

**10-420-05 FICA: \$10,105.00**

The requested amount reflects 7.65% of annual gross salaries.

**10-420-06 Group Insurance: \$11,376.00**

The budgeted amount is the yearly cost of group insurance for the four administrative positions.

**10-420-07 Retirement: \$13,225.00**

The amount of retirement being requested is a standard 10% of the gross salaries. This figure is derived from the contributed percentage allowed for each employee in the department based on the gross salary and longevity.

**10-420-08 401(K): \$3,970.00**

This requested item is a standard 3% of the gross salaries for the Administrative Department. As salaries increase, these figures increase.

**10-420-09 Workman's Compensation: \$13,106.00**

It is not unusual to have workman's compensation claims for administrative departments, however they are quite infrequent. The increase over last year results from an increase in salaries and actual figures based on 2000/2001 budget.

**10-420-10 Employee Training: \$3,125.00**

Although the requested amount is to cover training seminars, job specific schools, certifications, and conferences for the four administrative positions this has increased from last year to cover anticipated expenditures. All positions require annual refresher, update, certification and continuing education. Originally \$6,250.00

Town Manager: CRC Meetings (6), ICMA Conference, NC City/County Manager Conference, NC Shore and Beach preservation Conference, NC Law and Personnel Update Course, NC League of Municipalities Conference, Municipal Administrative Update, NC Governors Hurricane Conference, National Hurricane Conference (not budgeted), Coastal Summit, Eastern Carolina Council Workshop, Town Hall Day

Town Clerk: Clerks Conference, Clerks Refresher School, and Clerks Regional Meetings (2)

Finance Officer: Cash Management Class, Effective Management, and GFOA Conference

**10-420-11 State Telephone, Cell Phones & Postage: \$26,000.00**

These figures are based on historical date of fiscal year 2000-2001 and include the additional cost of the mail meter fee and quarterly newsletter cost. This includes phones at town hall, Police Department, Fire Department, Public Works, Cell Phones, Pagers and postage for all departments. (All departments)

**10-420-12 Town Manager Expense Account: \$1,200.00**

This amount has increased over last year's budget amount because of additional meetings requiring attendance (indicated by \*). Also included in this line item are meals for unexpected visitors, dinners and lunches in relation to official business such as the Onslow County Mayors meetings (12), County Managers meetings (12), Four Town meetings (4), \*Civic Affairs meetings (12) ECC Managers meetings (4). All figure are based on actual expense incurred to date and estimated cost for the remainder of the year.

**10-420-14 Employee Travel-Mileage: -0-**

Even though we have allocated an administrative car, there are times that more than one person is on the road conducting official business, therefore requiring some funds for mileage.

### PLANNING/ZONING BUDGET 2001-02

Enclosed is the budget requested for the North Topsail Beach Planning/Zoning for Fiscal year 2001/2002. Account number with explanations of how the figures were derived is listed.

**10-490-02 Salaries: \$27,030.00**  
The budget figure covers salary for one full time position.

**10-490-03 Part Time Help: -0-**  
To be used in Storm situation

**10-490-05 FICA: \$2,085.00**  
7.65% of the total salary line item

**10-490-06 Group insurance \$2,844.00**  
Dental & health insurance for one employee

**10-490-07 Retirement: \$2,703.00**  
10% of total salary line item

**10-490-08 401(K): \$815.00**  
3% of total salary line item

**10-490-09 Workman Comp: -0-**  
For deductible

**10-490-10 Employee Training: \$750.00**  
The Planning/Zoning Officer to attend various states approved schools, conferences and seminars. Some of these require overnight stay. (Estimated cost of an Initial Zoning Class is \$700.00 and Hurricane conference is \$500.00). Following is a list of schools, seminars, and tests: Originally \$1500.00

- Schools: 1) Governor's Hurricane Conference
- 2) Zoning/Planning Course
- 3) CAMA LPO Course

- Seminars: 1) Coastal Resource Committee Meetings (when needed)
- 2) FEMA Hazard Mitigation

**10-490-14 Travel Mileage: -0-**  
Use of town vehicle is required

<b>10-490-16 Maintenance repairs Equip:</b>	<b>-0-</b>
<b>10-490-17 Maintenance Repair Vehicles:</b>	<b>\$1,000.00</b>
(Needed repairs to Jeep)	
<b>10-490-31 Auto Supplies:</b>	<b>\$500.00</b>
Tires, oil, gas	
<b>10-490-33 Department Supplies:</b>	<b>-0-</b>
<b>10-490-53 Dues and Subscription:</b>	<b>\$ 30.00</b>
Membership to NC State Zoning Association	
<b>10-490-54 Insurance:</b>	<b>-0-</b>
<b>10-490-57 Miscellaneous:</b>	<b>-0-</b>
<b>10-490-58 Permit Refunds/recovery fee:</b>	<b>-0-</b>
<b>10-490-74 Capital Outlay:</b>	<b>-0-</b>
<b>10-490-80 Storm Damage</b>	<b>-0-</b>
<b>Total Budget Requested:</b>	<b>\$37,757.00</b>

## NORTH TOPSAIL BEACH BUILDING INSPECTIONS 2001-2002

Enclosed is the budget requested for the North Topsail Beach Building Inspections Department for Fiscal year 2001/2002. Account number with explanations of how the figures were derived is listed.

<b>10-491-02 Salaries:</b>	<b>\$42,210.00</b>
This includes longevity for one full time employee.	
<b>10-491-03 Part Time Help</b>	<b>-0-</b>
<b>10-491-05 FICA:</b>	<b>\$3,230.00</b>
<b>10-491-06 Group Insurance</b>	<b>\$2,844.00</b>
<b>10-491-07 Retirement:</b>	<b>\$4,225.00</b>
<b>10-491-08 401-K:</b>	<b>\$1,267.00</b>
<b>10-491-09 Workman Comp:</b>	<b>-0-</b>

**10-491-10 Employee Training: \$750.00**

This year the State of NC adopted the all-new International Codes, Building, Electrical, Plumbing, Mechanical, Fire Prevention and the various revisions to the existing Codes now in use. (Law & Administration, Handicap, Manufactured Homes, Existing Buildings.) Along with the NFIP, FEMA and numerous other related Seminars, this will be a busy year for continuing education. I do wish to attend two more classes in Emmitsburg, Maryland this upcoming year year. These classes last one week and cost the town only 75.00 for a meal ticket, all other expenses have to be paid in advance through the town, FEMA will issue a full refund at the completion of each class. (minus the \$75.00 meal ticket.) originally \$1,500.00

Following is a list of schools, seminars, and tests:

- Schools:
- 1) International Codes (to be announced in the fall)
  - 2) Institute of Government-Privilege License
  - 3) FEMA NFIP (Community Rating System)
  - 4) FEMA NFIP (Managing Floodplain Development)
  - 5) Identifying Asbestos. (Possible Revenue Maker)

- Tests:
- 1) National Association of Floodplain Managers



- Seminars: 1) North Carolina Building Inspectors Association  
 2) North Carolina Electrical Inspectors Association  
 3) North Carolina Plumbing Inspection Association  
 4) North Carolina Mechanical Inspection Association  
 5) Southern Building Code International  
 6) Institute of Government Law & Administration

<b>10-491-14 Travel Mileage:</b>	<b>-0-</b>
<b>10-491-16 Maintenance repairs Equip:</b>	<b>-0-</b>
<b>10-491-17 Maintenance Repair Vehicles:</b>	<b>\$150.00</b>
<b>10-491-31 Auto Supplies:</b> Tires, oil, gas	<b>\$500.00</b>
<b>10-491-33 Department Supplies:</b> New CodeBooks and Revisions, Reference books, (Books in Town Ordinance that we do not have). Hand Held Global Positioning System. Digital Scalemaster, (used to do takeoffs on sq.ft off blueprints) Accessories for truck. Lettering, portable file holder. Duplicate Inspection forms used Daily.	<b>\$1,200.00</b>
<b>10-491-53 Dues and Subscription:</b> Membership to SBCCI, NC Building Inspectors Association, NC Plumbing Inspectors Association, NC Mechanical Inspectors Association, NC Electrical Inspectors Association, NC State Standard Certificate Renewal, Association of Flood Plain Managers. Fees for testing, (Floodplain Manager)	<b>\$225.00</b>
<b>10-491-54 Insurance:</b>	<b>-0-</b>
<b>10-491-57 Miscellaneous:</b>	<b>-0-</b>
<b>10-491-58 Permit Refunds:</b>	<b>-0-</b>
<b>10-491-74 Capital Outlay:</b>	<b>-0-</b>
<b>10-491-75 Truck Payment:</b> Second Truck Payment	<b>\$ 7,718.00</b>
<b>10-491-80 Storm Damage:</b>	<b>-0-</b>
<b>Total Budget:</b>	<b>\$ 64,319.00</b>

## Police Department Budget 2001-2002

<b>10-510-02</b>	<b>Salaries</b>	<b>\$273,774.00</b>
	Salaries based on current salaries. Budgeted in this. Longevity was added. This is for emergency situations as well as court and grand jury. Last years overtime will show that we kept it to a low percentage and tried to work it out in house or with reserve officers. Increases involved were the two promotions and the length of service to increase yearly.	
<b>10-510-03</b>	<b>Reserve Salaries</b>	<b>\$9,680.00</b>
	Included were the longevity bonuses which increased again this year Due to length of service with the town. The hourly rate was kept the same, at \$9.00, for this year. Estimated reserve hours 920 paid and 964 hours unpaid, based on the six man reserve force. This is a savings to the town in overtime and reduction of comp time.	
<b>10-510-04</b>	<b>Professional Services</b>	<b>\$1,400.00</b>
	Monies are for drug screening, physicals, psychological exams, software and Hepatitis shots.	
<b>10-510-05</b>	<b>FICA</b>	<b>\$21,685.00</b>
	Based on salary figures.	
<b>10-510-06</b>	<b>Group Insurance</b>	<b>\$28,440.00</b>
	These increases were from the insurance carrier.	
<b>10-510-07</b>	<b>Retirement</b>	<b>\$27,100.00</b>
	Based on salary figures	
<b>10-510-08</b>	<b>401-K</b>	<b>\$13,700.00</b>
	Based on salary figures	
<b>10-510-09</b>	<b>Workmans comp</b>	<b>-0-</b>
	Moved to Administration	
<b>10-510-10</b>	<b>Employee Training</b>	<b>\$2,000.00</b>
	The training is a necessity and each year more is becoming state required. Each year, we are finding we have more re-certifications than the year before. Officers must stay current and well trained. We are trying to keep the budget the same by being creative and trading out with other departments and splitting the course costs as well as training our own instructors. Originally \$4,000.00	

- 10-510-14**                    **Travel and Mileage**                    **-0-**  
Each officer has his own vehicle to attend court, school, etc.
- 10-510-16**                    **Maintenance Repair & Equipment**                    **\$3,000.00**  
This amount has been an average amount. Bear in mind, most of our emergency equipment is approaching 6-10 years in age and radios are 10 and 12 years old. The repairs have been kept low due to the ability of in house staff to make the repairs and provide the necessary preventative maintenance and care.
- 10-510-17**                    **Maintenance/Repair Vehicles**                    **\$8,000.00**  
This fund is for preventative maintenance and upkeep and all Non-warranty repairs. Again, without in-house repairs and the new services provided by the Public Works Department, these costs would rise higher than they currently are.
- 10-510-31**                    **Automotive Supplies**                    **\$28,000.00**  
This has increased due to rising fuel costs, also built in are tires and oil, and oil prices have increased due to specifications of the newer model cars.
- 10-510-32**                    **Office Supplies**                    **\$1,500.00**  
General office supplies used to operate the administrative level of the police department.
- 10-510-33**                    **Departmental Supplies**                    **\$6,000.00**  
Expenses for the yearly functions of the police department. Investigative supplies, film, ammo, ticket books and business cards. This year will increase also due to the in car video systems and cost Of VHS tapes for the current seven cameras.
- 10-510-36**                    **Uniforms**                    **\$6,000.00**  
Funds for replacement uniforms, ballistic vest replacement, as well as carriers, BDU shirts and trousers, shoes, etc.
- 10-510-53**                    **Dues and Subscriptions**                    **\$1,000.00**  
This is for organization dues, legal updates, literature and publications.
- 10-510-54**                    **Vehicle Insurance**                    **-0-**  
Monies set aside for insurance deductibles in the event of an auto accident. Moved to administration

<b>10-510-55</b>	<b>GHSP Grant</b>	<b>\$40,000.00</b>
	<p>This increase was partially due to sales tax that was previously not budgeted for. These funds will hopefully be split between the governors highway safety program and the cops more grant. The percentage for cops will be 75/25. We will use this for the DCI system and software replacement that is necessary but expensive and four mobile data computers. The other share portions will be used for equipment and or manpower for our second of three years with GHSP. These shares are 75/25 manpower, 50/50 equipment. Example: last year the GHSP grant was \$35,940.00, Federal Share was 27,540.00, Town Portion \$8,400.00. This paid for in-car video systems, manpower, and radar units. Keep in mind these grants are on a federal fiscal year, October to September, so there are carry-overs into our next fiscal year.</p>	
<b>10-510-57</b>	<b>Miscellaneous</b>	<b>\$200.00</b>
	<p>Unexpected costs; locks, keys, phone line, modem lines, etc.</p>	
<b>10-510-74</b>	<b>Capital Outlay</b>	<b>\$33,000.00</b>
	<p>This will be for two police cars to replace the one 1997 Crown Victoria with mileage in excess of 100,000 miles and the first Payments for the car.</p>	
<b>10-510-75</b>	<b>Vehicle Purchase</b>	<b>\$38,466.00</b>
	<p>This is current loan payments for 2000 and 2001 vehicles, five payments in total. This is the last year for the 2000 vehicles.</p>	
<b>Total</b>		<b>\$542,945.00</b>

## NORTH TOPSAIL BEACH PUBLIC WORKS

Enclosed is the budget requested for the North Topsail Beach Public Works Department for fiscal year 2001-'02. Each item is listed by account number with an explanation of how the figures were derived.

**10-545-02 Salaries: \$61,510.00**

This includes half of the salaries Fire Marshal / PWD Salary and two full time employees. They have longevity included.

**10-545-03 Part Time Salaries: \$11,200.00**

Ronald Vaughn \$9.22 per hour. Excellent Part time employee!

**10-545-05 F.I.C.A.: \$ 5,565.00**

**10-545-06 Group Insurance: \$ 5,688.00**

**10-545-07 Retirement: \$ 6,155.00**

**10-545-08 401K: \$ 1,850.00**

**10-545-14 Employee Training: \$ 100.00**

Originally \$200.00

**10-545-16 Maintenance/Repair of Equipment: \$ 5,000.00**

The \$5,000.00 will be used for repair of two-way radio equipment such as: batteries, antennas, mechanical, electronic repair, lawnmowers, bush hog, chainsaws, Case Loader, D8K Bulldozer, and John Deere tractor.

**10-545-17 Maintenance/Repair of Vehicles: \$ 2,800.00**

The \$2,800.00 amount is for any repairs on the Dodge, and the 5-Ton dump truck.

**10-545-31 Automotive Supplies: \$ 5,000.00**

The \$5,000.00 will be used for oil, gas, and tires only.  
We have no spare tires for the 5-ton

## NORTH TOPSAIL BEACH PUBLIC WORKS

**10-545-33 Departmental Supplies:    \$ 4,500.00**

The \$4,500.00 will be used for tools, nuts and bolts, cleaning supplies, maintenance supplies for other department building (minor repair), welding rod & supplies, lumber & nails, signs for both beach and where ever signs will be requested by the Town. Ground maintenance supplies.

**10-545-34 Chemical – Mosq. Control:    \$ 3,500.00**

The \$3,500.00 will be used for chemicals and repair to Vector machine.

**10-545-36 Uniforms:    \$ 1,800.00**

The \$1,800.00 will be used to purchase uniforms.

**10-545-53 Dues/Subscriptions:    \$    -0-**

The \$000.00 will be used for advertisement, Sam' Club membership, and subscriptions about Vector control.

**10-545-57 Miscellaneous:    \$    100.00**

The \$100.00 will be used for an item or items deemed needed one time only.

**10-545-74 Capital Outlay/Equipment: \$ 25,000.00 (\$6,500.00 Actual) = \$31,500.00**

\$25,000.00 New Pickup (includes lights & Taxes) payment: \$6,500.00

**10-545-75 FCB LOAN – Truck \$ 5,512.00**

This is for the Dodge truck we have now based on 4 year payoff

## NORTH TOPSAIL BEACH PUBLIC WORKS

10-545-02 Salaries	\$ 61,510.00	
10-545-03 Part-time	\$ 11,200.00	
10-545-05 FICA	\$ 5,565.00	
10-545-06 Group Insurance:	\$ 5,688.00	
10-545-07 Retirement:	\$ 6,155.00	
10-545-08 401 (K)	\$ 1,850.00	
10-545-14 Employee Training:	\$ 100.00	
10-545-16 Maint/Repair - Equipment:	\$ 5,000.00	
10-545-17 Maint/Repair - Vehicles:	\$ 2,800.00	
10-545-31 Automotive Supplies:	\$ 5,000.00	
10-545-33 Supplies/Material:	\$ 4,500.00	
10-545-34 Chemical – Mosq. Control:	\$ 3,500.00	
10-545-36 Uniforms:	\$ 1,800.00	
10-545-53 Dues/Subscriptions:	\$ -0-	
10-545-57 Miscellaneous:	\$ 100.00	
10-545-74 Capital Outlay/Equipment:	\$ 25,000.00	(\$6,500.00) = \$31,500.00
10-545-75 FCB LOAN – Truck	\$ 5,512.00	
<b>Total Budget</b>	<b>\$151,780.00</b>	

Thomas Best

March 15, 2001

# NORTH TOPSAIL BEACH FIRE DEPARTMENT

Enclosed is the budget requested for the North Topsail Beach Fire Department for fiscal year 2001/2002. Each item is listed by account number with an explanation of how the figures were derived.

**10-690-02 Salaries: \$51,660.00**

We currently do not have enough daytime personnel to fight a structure fire. That is with one engine, one hoseline response. Additional engines, hoselines on a multi-occupant residence would require more personnel. Out of (3) three personnel, (2) two people are available during the daytime hours on a permanent basis providing one of those two are not on vacation leave or sick leave.

The North Topsail Beach Fire Department currently has 25 members. However, only 8 members are active firefighters when not at their work place or living normal lives. This still leaves the town wide open during the day with only (3) two people. Out of 52 calls (**Structures in NTB only**) the fire service had a turn out on the average of 5.2 firefighters per call. We still do not meet the two in two out rule of OSHA guidelines. **This is not helping the towns ISO rating at all. You can only pull the leg of a dog so long and before you know it you have been bitten.** I have proposed the hiring of (3) three part-time firefighters in this budget. Last years budget I stated that Volunteerism is getting less and less every year and all over the state of North Carolina, and yet the police department salaries increase every year with the cost of living and raises and this makes it tougher for the tax payers to even think of paid firefighters. (The mention of the police Department by me is in no shape or form of downing this department!) The Fire Department is the biggest asset in this town and to its citizens. We are the only department in reality that is saving our homeowners money (\$380,000.00 +, COLLECTIVLY) by having a class 6 ISO rating. **We must maintain our ISO rating!**

Fire Marshal salary (50/50 PWD). Assistant Fire Marshal salary, and longevity pay.

- 10-690-04 Volunteer Appreciation:**      \$ 800.00
- 10-690-05 FICA:**                              \$3,960.00
- 10-690-06 Insurance:**                      \$6,000.00
- 10-690-07 Retirement:**                    \$5,170.00
- 10-690-08 401 k:**                              \$1,550.00



# NORTH TOPSAIL BEACH FIRE DEPARTMENT

**10-690-10 Employee Training:           \$ 500.00**

This amount will be used for the on going firefighter training required to keep firefighters abreast of new techniques. Originally \$ 1,000.00

**10-690-14 Employee mileage:           \$ 0.00**

**10-690-16 Maint/repair equipment: \$4,600.00**

This will be used for repair of two-way radio equipment such as: Batteries, antennas, mechanical and electronic repair, Annual service on breathing air system, air packs, hydro testing air bottles, service test on 75 foot ladder and all other ground ladders.

**10-690-17 Maint/repair vehicles:       \$6,000.00**

This amount will be used for any repair done on all fire vehicles, in case of break down in the pump area or engine area. Keeping in mind if we have to go in to one of pumps we could very well use the amount above real quickly. This line item has increased due to the Tahoe exceeding 100,000 miles and requiring repairs.

**10-690-31 Automotive supplies:       \$4,500.00**

This amount will be used for gas, tires and oil only.

**10-690-33 Supplies / material:       \$5,100.00**

SCBA replacement bottles X 8 @ \$535.00 Each = \$4,280.00  
(Shipping \$50.00)

(All breathing air bottles have a shelve life 15 years unless damage sever damage is done to the bottle. In budget 2001/2002 we will have 8 bottles to replace and 2002/2003 budget 8 bottles to replace and the next budgets. This will go on for a total of 5 budget year spread.)

Replacement sensors:

Aim O2 sensor X 2 @ \$135.00 Each = \$270.00 (Sensor Life 12 months)

CO2 sensor X 2 @ \$250.00 Each = 500.00 (Sensor Life 24 months)

(The type Aim sensors we have to replace the is O2 sensor every 12 months and the CO2 sensors every two years. We have two of these detectors.)

**10-690-34 Volunteer Expenses:       \$800.00**

This will be used for Hep - Vac shots.

Classes attended (registration Fee's)

One over night stay if approved by Fire Chief

# NORTH TOPSAIL BEACH FIRE DEPARTMENT

**10-690-36 Uniforms:                      \$1,500.00**

This will be used for t-shirts cost \$8.00 ea. X 96= \$800.00 plus tax, and hats \$10.00 ea. X 48= \$480.00 plus tax. These are incentives to the volunteers. A small price to pay a person for being a volunteer for North Topsail Beach Fire Department. \$220.00 for replacement town logo shirts, for Fire Marshal / Asst. Fire Chief

**10-690-53 Dues / Subscriptions:    \$1,465.00**

This will be used for membership to NFPA \$650.00, International Association of Arson Investigators \$50.00, Fire Chiefs Association and NC Firemen's Association \$40.00, Fire News and NFPA Standards are included. Also Firemen's pension Fund \$240.00 and Annual Fire Department membership roster \$5.00 per firefighter 25 firefighters x \$5.00 = \$125.00 VFIS training Manuals/Videos \$360.00.

**10-690-54 Insurance / Vehicles:    \$8,500.00 (VFIS)**

This covers Buildings and portable equipment \$4,000.00, Vehicles \$1,500.00 and Sickness & Health with rider \$1,980.00. And \$1,000.00 deductible in case of vehicle accident or major damages to buildings. This is a separate insurance policy.

**10-690-57 Miscellaneous:                \$ 200.00**

This amount will be used for a item or items deemed needed one time only.

**10-690-73 Radio Upgrade:    \$3,000.00**

This is money that has come in from the Onslow County for the up grade of the new radio system in the County. This money is ear marked for this purpose. This would roll over from the 2000/01 to this budget 2001/02.

**10-690-74 Capital outlay / Equipment:    \$2,450.00**

Hydraulic Hose coupler machine  
With 1 1/2" head and 2 1/2' head and with expansion rings.

**10-690-75 FCB Loan:                      \$52,598.00**

This will be used to make payment number (3) three on the pumper/ladder truck.

**NORTH TOPSAIL BEACH FIRE DEPARTMENT**

<b>10-690-02: Salaries</b>	<b>\$ 51,660.00</b>
<b>10-690-04: Vol. Appreciation:</b>	<b>\$ 800.00</b>
<b>10-690-05: FICA</b>	<b>\$ 3,960.00</b>
<b>10-690-06: Insurance:</b>	<b>\$ 6,000.00</b>
<b>10-690-07: Retirement</b>	<b>\$ 5,170.00</b>
<b>10-690-08: 401k</b>	<b>\$ 1,550.00</b>
<b>10-690-10: Employee Training</b>	<b>\$ 500.00</b>
<b>10-690-14: Employee Mileage</b>	<b>\$ 00.00</b>
<b>10-690-16: Maint / Repair EQ</b>	<b>\$ 4,600.00</b>
<b>10-690-17: Maint. / Repair Vehicles</b>	<b>\$ 6,000.00</b>
<b>10-690-31: Automotive Supplies</b>	<b>\$ 4,250.00</b>
<b>10-690-33: Supplies / Materials</b>	<b>\$ 5,100.00</b>
<b>10-690-34: Volunteer Expenses</b>	<b>\$ 800.00</b>
<b>10-690-36: Uniforms</b>	<b>\$ 1,500.00</b>
<b>10-690-53: Dues / Subscriptions</b>	<b>\$ 1,465.00</b>
<b>10-690-54: Insurance / Vehicles</b>	<b>\$ 8,500.00</b>
<b>10-690-57: Miscellaneous</b>	<b>\$ 200.00</b>
<b>10-690-73: Radio Upgrade</b>	<b>\$ 3,000.00</b>
<b>10-690-74: Capital Outlay / EQ</b>	<b>\$ 2,450.00</b>
<b>10-690-75: FCB Loan</b>	<b>\$52,598.00</b>
<b>TOTAL BUDGET</b>	<b>\$160,353.00</b>

**Thomas Best**  
**March 16, 2001 Budget #2a**

Elections

**10-430-57 Election Expenses**                    **\$1,100.00**  
 Advertisements and expenses related to elections

**Total \$ 1,100.00**

Public Buildings/Facilities

**10-500-13 Utilities:**                            **\$24,000.00**  
 All utilities have been moved to this line item for town hall, fire department and public works. There was an increase to the utilities due to the rising cost of LP gas and the increase of the electric bill this past year.

**10-500-15 M&R Public buildings: \$7,500.00**  
 Annual Maintenance of four town buildings, this routine maintenance has been neglected in the past due to storm events.

**10-500-45 Pest Control:**                    **\$1,100.00**  
 Pest Control and termite bond for all four town buildings for public buildings.

**10-500-54 Flood/building Insurance: \$13,500.00**  
 Flood Insurance for town buildings.

**10-500-56 Property Mitigation:**                    **-0-**  
 Line used for cleaning up lots, and correcting problems that property owners fail or refuse to do. The mitigation will result in a lien for the cost the action taken

**10-500-72 Future Facilities:**                            **-0-**

**10-500-76 Notes payable BB&T:**                    **\$65,291.50**  
 Provided that LGC approves this proposal

**10-500-80 Storm Damage:**                            **-0-**  
 Will be used in storm event

**Total \$ 111,391.50**

Streets

<b>10-560-13 Street Lights:</b>	<b>\$17,000.00</b>
<b>10-560-33 Departmental Supplies:</b>	<b>\$750.00</b>
Supplies for streets such as road signs, sign posts, etc.	
<b>10-560-73 Street Repair/Construction:</b>	<b>\$34,857.00</b>
Powell Bill	
<b>10-560-80 Storm Damage:</b>	<b>-0-</b>
<b>Total \$ 52,607.00</b>	

Sanitation

<b>10-580-45 Sanitation-Contracted services</b>	<b>\$ 199,012.00</b>
Basic cost increased to \$157,611.00 at 2% CPI by waste industries contract. Tipping fees average 30,000.00 per year. Additional Dumpster collections (Public Work) average 11,400.00 per year. The increase of Solid waste service fees to 65.00 per taxable parcel will net 207,183.00 the remainder of these amount will be utilized to cover beach clean up, canisters, bags, and roadside clean up.	
<b>10-580-58 Solid Waste Fee Refunds</b>	<b>-0-</b>
This line item is used for refunds to taxpayers with unbuildable lots.	
<b>Total \$ 199,012.00</b>	

Recreation

<b>10-620-27 Special Events:</b>	<b>\$3,000.00</b>
Donation for July 4 <sup>th</sup> fireworks in Holly Ridge and Town Volunteer/Staff appreciation party	
<b>10-620-74 Capital Improvements-Recreation</b>	<b>-0-</b>
<b>Total \$ 3,000.00</b>	

Committees

**10-695-91 Planning Board: \$ 500.00**

Used for supplies and training the board member may need

**10-695-93 Beautification: \$ 2,400.00**

Increased to cover the remaining cost \$1,268.08 of snowflakes ordered in 2000-2001 fiscal year. The remaining \$1,132.00 is for plants and shrubs for the town areas.

**Total \$2,900.00**

Beach renourishment/Dune Stabilization

**10-720-73 Beach renourishment/Dune Stabilization: \$ 112,723.00**

Cama match for crosswalks: \$10,221.00

Marlow contract for 12 months: \$48,000.00

**10-720-80 Storm Damage:**

**- 0-**

**Total \$ 112,723.00**

**10-999-01 Contingency: \$ 10,000.00**

**Total \$ 10,000.00**

**TOWN OF NORTH TOPSAIL BEACH  
PUBLIC HEARING AND REGULAR BOARD MEETING  
JUNE 14, 2001  
6:00 P.M.**

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Charles Hammond, Town Manager, Loraine Carbone, Town Clerk, Bill Fuss, Attorney

**QUORUM:**

Mayor Bostic called the Public Hearing to order at 6:08 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**PUBLIC HEARING:**

**FALSE ALARM ORDINANCE:**

The False Alarm Ordinance was developed to force businesses and residents to maintain their alarms in good working order. False alarms cause a negative impact on volunteer services and this policy is how most municipalities get this under control. In 1999, we had 43 false fire alarms and in 2000, we had a total of 33. The majority of them being malfunctions.

Mayor Bostic asked the citizens if they had any concerns on the False Alarm Ordinance. There were no comments by the public.

Alderman Hillyer moved, seconded by Alderman Smith to close the Public Hearing on the False Alarm Ordinance at 6:10 p.m.

**BUDGET 2001/2002:**

Mayor Bostic asked for comments on the Budget. Hillary Zang asked if there was a proposal to charge to use the public accesses. Mayor Bostic said that would be a question for the open forum.

There were no other comments.

The Public Hearing on the budget recessed at 6:12 p.m. to reconvene at 6:30 p.m.

The Public Hearing on the budget reconvened at 6:30 p.m. and there were no comments from the public.

**ADJOURNMENT OF PUBLIC HEARING:**

The Public Hearing adjourned at 6:31 p.m.

**REGULAR MEETING CALLED TO ORDER:**

The Board of Aldermen meeting was called to order at 7:00 p.m.

**APPROVAL OF AGENDA:**

Alderman Sizemore asked that the issue of dogs playing on the beach be added under old business. An Executive Session was added to discuss a personnel issue. The False Alarm Ordinance and Budget 2001/2002 was added. The discussion of the manager's contract was deleted under new business. Alderman O'Donnell moved, seconded by Alderman Smith approval of the agenda with the appropriate changes. The motion passed unanimously.

**CERTIFICATE OF APPRECIATION TO SALLIE MCGUIRE:**

Mayor Bostic presented a Certificate of Appreciation to Sallie McGuire, Chairman of the Beautification Committee. He thanked her for all of her hard work in beautifying NTB. Sallie McGuire thanked her committee and the staff of NTB in helping her.

**REQUEST TO ADDRESS THE BOARD:**

Mayor Bostic presented Commander Homer Davis with a Resolution Commemorating the 50<sup>th</sup> Anniversary of the Korean War.

**RESOLUTION COMMEMORATING THE 50<sup>TH</sup> ANNIVERSARY  
OF THE KOREAN WAR**

**WHEREAS**, the United States Department of Defense highlights the 50<sup>th</sup> Anniversary of the Korean War; and

**WHEREAS**, the Department of Defense will support a host of events to commemorate the 50<sup>th</sup> Anniversary of the Korean War during the commemorative period which runs from June 25, 2000 through July 27, 2003; and

**WHEREAS**, more than 35 events are scheduled throughout the United States, Republic of Korea, the Hampstead American Legion Post 167 area and the Pacific to recognize the services and sacrifice of our Nation's uniformed men and women who answered their country's call to defend freedom in a land they did not know, for a people they had never met; and

**WHEREAS**, the Korean War, often called the "Forgotten War" lasted from June 25, 1950 to July 27, 1953. During that 37 month period more than 54,000 Americans died, 33,651 were killed in action, 103,000 Americans were wounded, 7,000 prisoners of war, and 8,177 missing in action; and

**WHEREAS**, unfortunately many Americans now have no idea of the significance of the oftentimes called "Forgotten War". The 50<sup>th</sup> Anniversary of the Korean War Commemoration and the Hampstead American Legion Post 167, under Commander Homer Davis intends to thank and honor the Veterans of the Korean War and to provide the American Public and future generations, a clear understanding and the legacy of the Korean War.

**NOW, THEREFORE**, I, Marlow F. Bostic, Jr., Mayor of the Town of North Topsail Beach, do hereby proclaim the Commemorative period from June 25, 2000 through July 27, 2003 as the 50<sup>th</sup> Anniversary of the Korean War and pledge we shall not forget.

Adopted this \_\_\_\_ day of June 2001.



Alderman Flynn moved, seconded by Alderman Smith to adopt the Resolution Commemorating the 50<sup>th</sup> Anniversary of the Korean War.

Commander Homer Davis gave his thanks to the board and citizens.

**MADD:**

Dwight Hicks of MADD presented a plaque to the NTB Police Department for their dedication and hard work in setting up DWI checks. He also thanked Aldermen Sizemore and Flynn for coming to the checkpoint to observe what they do.

Gene Falco (Our Nation in Christ) was not in attendance to address the Board.

**OPEN FORUM:**

There were no comments from the public.

**CONSENT AGENDA:**

The Consent Agenda consisted of Board of Aldermen meeting minutes of May 3, 2001, May 9, 2001 and May 16, 2001. Also included was a Comp Time Report and letters from D.O.T. regarding ditching along 210 and 1568 and reducing speed limits. Alderman Sizemore questioned if we have looked at all our insurance needs as stated in the May 9, 2001 minutes. Mr. Hammond noted that we have looked at others, but they haven't been cheaper and we are still waiting for workers comp quotes. Alderman Hillyer moved, seconded by Alderman Smith approval of the Consent Agenda. The motion passed unanimously.

**OLD BUSINESS:**

**Employee Training Resolution:**

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION TO PROVIDE FOR REIMBURSEMENT TO THE TOWN BY EMPLOYEES FOR TRAINING EXPENSES**

**WHEREAS**, the Town of North Topsail Beach desires that employees receive on going training and education related to their job duties and classification.

**WHEREAS**, said training requires the expenditure of substantial taxpayer funds.

**WHEREAS**, the Town desires to be reimbursed for expended taxpayer funds when an employee leaves the Town's employ after receiving additional education and training at the Town's expense.

**NOW THEREFORE** be it resolved that:

1. The Town Manager is hereby authorized to develop and implement a program for reimbursement to the Town by employees when employee has left the Town's employment after receiving recent training or education at the Town's expense.
2. The Town Manager shall be entitled to exercise his discretion on a case by case basis as to the amount of reimbursement sought and the manner in which said reimbursement shall be paid.

However, the claim for reimbursement by manager shall not exceed seventy-five (75%) percent of the total cost of all training which the employee received during the twelve month period immediately proceeding the employee's last day of employment with the Town.

3. All particulars regarding a claim for reimbursement shall be reported to the Board of Aldermen.
4. This Resolution shall be effective June 14, 2001.

**ADOPTED** this 14<sup>th</sup> day of June 2001.

Alderman O'Donnell noted that the Resolution does not address the Town Manager on reimbursements. Mayor Bostic said they could address that in executive session.

Alderman O'Donnell moved, seconded by Alderman Flynn approval of the Employee Training Resolution. The motion passed unanimously.

**Howard Marlowe Contract:**

Mr. Hammond noted that Mr. Marlowe's contract runs through December 2001, but may be cancelled at any time with a 30-day notice. Mr. Marlowe has been frank and honest when we considered the possibility of canceling his contract last year. The Board decided to continue his services after he suggested termination. As a result, we did receive the Reconnaissance Study. Taking all of this into consideration, and what he projects for the future, the Board has to decide to retain Mr. Marlowe through the end of the contract or terminate with a 30-day notice.

Alderman Flynn stated that Mr. Marlowe's work is valuable and the data he provides regarding beach renourishment is of value and he agreed with his timeline. Alderman Flynn did not support providing him with a contract at the same cost. He suggested that the Town Manager negotiate with Mr. Marlowe and see what he could do for 25% less; which would put him at \$3,000/month.

Alderman Sizemore noted that Surf City and Topsail Beach has done well with their efforts without having to hire a lobbyist. The cost is taken out of our Dune Fund. We have good direction and probably don't need his services at this time.

Alderman O'Donnell suggested that we pay for specifics. He felt that most of the work was done when we were paying him \$3,000/month. He was also concerned about the amount of money that is taken out of our fund. Alderman O'Donnell also suggested that the Town Manager speak to Mr. Marlowe and let him know that we are under a budget crunch.

Alderman Hillyer said that Mr. Marlowe knows the territory. He would like to see if we could get him for \$3,000/month and continue to use him.

Alderman Smith hoped that he would be working on the CBRA zone issues. He would also like to retain him because he would save us money in the long run.

Alderman Flynn asked if we could combine the various comments and have the manager coordinate with Mr. Marlowe and see what he could do for us if we cut his fee.

Alderman O'Donnell asked if he charged us for other expenses. Mr. Hammond said he does charge for copying, phone calls, database, traveling, etc.

**Solid Waste Contract:**

Alderman O'Donnell asked what percentage was the increase. Mr. Hammond said it was less than 2%.

Alderman Flynn moved, seconded by Alderman Hillyer to approve the Solid Waste Contract. The motion passed unanimously.

**DOGS AT PLAY ISSUE:**

Alderman Sizemore noted that Mr. Andrus addressed the board on the issue of dogs playing and not having to be on leashes. We do have an ordinance in place, but we could have dogs out before 8:00 a.m. and after 8:00 p.m.

Mayor Bostic asked Mr. Fuss if we needed a public hearing if we changed the ordinance. Attorney Fuss said yes.

Alderman O'Donnell said that he has spoken with Mr. Andrus and the Police Chief. He felt that the Police Department should be allowed some discretion in the application of this ordinance. If a dog is just exercising and not bothering anyone, then they should be allowed to run.

Alderman Flynn said we did a good job when we crafted this ordinance. There will always be people at opposite sides. The ordinance is for reasonable people doing reasonable things. A dog should run into the ocean without being on a leash. The ordinance provides a basis for the police department. If bodily harm is done, then it should be addressed. Different hours shouldn't matter. We should keep it simple. Alderman Flynn suggested that we proceed with what we have and depend on the good aspects of our citizens to live within the confines of the law.

Alderman Hillyer said special hours is hard to communicate to new people. The problem the police force has is that some people are fixated with dogs running without a leash. The police have to make a judgment. We should give the Police Department discretion to use common sense. The ordinance came from a survey because people wanted dogs on leashes.

Alderman Smith said that it should be left to the discretion of the police department.

Alderman Sizemore noted that people need to be aware that common sense has to be used.

**NEW BUSINESS:****Approval of Payment for CAMA Violation:**

Mr. Hammond stated that we were fined for a CAMA violation of debris in the dunes located at Ocean Drive and Topsail Road as a result of Hurricane Floyd. DRC did not screen this sand at the direction of the Project Officer at that time. Because of that guidance, we are responsible for the payment. DRC did clean the debris at the direction of the new Project Officer and direction of CAMA.

CAMA has already held \$100.00 from NTB for our new permit request for bulldozing and this permit was denied. Because they still have the \$100.00 we need only pay the remaining \$250.00.

Alderman Hillyer moved, seconded by Alderman Flynn to pay the \$250.00 fine to CAMA. The motion passed unanimously.

**CAMS Exemption Request:**

CAMS (Community Association Management Specialists), on behalf of Rogers Bay, is requesting that FEMA exempt Rogers Bay from three areas of the NFIP to enable them to apply for and secure NC Fair and Beach Plan Insurance. If FEMA authorizes this waiver, it will not have any affect on the NTB Flood Damage Prevention Ordinance. If FEMA does not waive the three areas, CAMS has asked that Rogers Bay be placed in an exemption status as suggested by Tammy Riddle. Neither of the two suggestions would cause NTB to lose CRS points.

A majority of the property owners have the Fair and Beach Plan and if they do not strap the vehicles or have skirting around it they are in violation. That would mean they would violate the NFIP Ordinance if they did strap their trailers down.

Roger's Bay is submitting to FEMA their requests and are asking that the board endorse this letter. If FEMA doesn't grant a waiver then Roger's Bay would ask to be exempt from NFIP.

Alderman Flynn questioned why we have to endorse the letter. Mr. Hammond said we would show that we support their request and felt that it would be approved by FEMA if we supported it. Alderman Flynn said that it puts their trailers with less protection than what is called for within our NFIP ordinance. Mr. Hammond said their plan requests that their trailers are strapped down. Our plan requires them to be free floating.

Attorney Fuss said our ordinance recognizes that this is a campground because they are not constructed to our codes.

Alderman Flynn noted that we would be modifying our code constraints. Mr. Hammond said that the only solution Tammy Riddle could come up with would be to go to FEMA to be exempt. Alderman Flynn felt that to go forward and approve what they want to do doesn't seem to be in the best interest of the town.

Attorney Fuss said we could state that the Town doesn't take a position for or against this issue. The ordinance prohibits this and if we have a storm event and someone loses their life we could face liabilities.

Alderman Sizemore said they have three classes of units. Travel trailers don't meet code and are a temporary facility. Park models have to be on a foundation and there are motorized units that stay for a long time. Alderman Sizemore said that he would not endorse this. Alderman Smith noted that road ready doesn't make sense to him and said that we don't need to endorse it.

Alderman O'Donnell said he would go along with the attorney's advice.

Mayor Bostic noted that the consensus was to take no action.

**Budget Amendment #8:**

The eighth budget amendment was presented to the Board.

Mr. Hammond noted that revenues increased because they came in higher than expected. There were also increases in other departments. The Beautification Committee is over because we bought t-shirts and have not sold all of them. Mayor Bostic questioned the monies in the Beautification Committee. Mrs. King said they have expended more than what has come in. We still have shirts on hand, which is considered inventory.

Mr. Hammond said there is a negative \$10,877 that would need to come out of the fund balance due to what the State took back. Alderman Flynn asked what we expected from the State. Mr. Hammond said about \$13,000. Mr. Hammond said the payment to DRC hurt us in this year's budget.

Alderman Smith moved, seconded by Alderman Hillyer approval of Budget Amendment #8. The motion passed unanimously.

**BUDGET 2001/2002:**

**BUDGET MESSAGE FOR FISCAL YEAR 2001/2002:**

This year's budget was particularly hard to balance due to the loss of State revenues from the 2000 Census results and the loss of tax base from property revaluation by Onslow County. Many departments received less operational money than in prior years. Many municipalities across the State are in the same financial situation and resorting to many different strategies some to include down sizing, tax increases, and cutting service levels. With Board guidance, we have managed to tighten our belts and balance the budget without any drastic measures.

The proposed annual budget for the period beginning July 1, 2001 and ending June 30, 2002 is herewith presented. The total requirements being assessed against the General Fund Accounts is \$1,798,368.50 and with the Police Asset Account of \$5,822.00 the total budget is \$1,804,190.50. The first draft presented in April

proposed expenditures of **\$1,933,392.00**. With hard work, the third proposal presented in May reduced the expenditures by **\$135,023.00**, resulting in the current proposal.

The budget, including revenues and expenditures for each department, has been proposed in accordance with the Local Government Budget and Fiscal Control Act. The requirement that all obligations be encumbered on the appropriate record will be realized. A monthly report will be rendered to the Board of Aldermen, which will indicate the cumulative status of revenue and departmental expenditures for each fund.

The Board set a budget public hearing for June 14th at 6:00 p.m. in the North Topsail Beach Town Hall meeting room to receive citizens input. This date was published as required by law.

### Property Tax Rate:

The General Fund Property Tax rate since fiscal Year 1999-2000 has been forty-five cents (.45) per 100 assessed valuation. Five cents (.05) of this recommended .45 was set aside in the Dune Renourishment/Dune Stabilization Fund as requested by the Board of Aldermen. The remaining forty cents (.40) was used for town operations. This following recommendation is made after giving due consideration to the many complex facets comprising this proposed budget for 2001/2002.

With the current tax rate of .45 cents, the anticipated revenue from ad valorem taxes based on current valuations of **\$232,418,805** at a 97% collection rate is **\$1,014,507.00**. Added to this the additional expected revenues of **\$783,861.50** and the Police Asset Fund of **\$5,822**, we have a total expected revenue of **\$1,804,190.50**. With the expected revenues of **\$1,767,032.00** and the expected expenditures of **\$1,794,190.50**, there is **\$10,000.00** being placed in the Contingency Line Item and **\$37,158.50** being appropriated from the Fund balance to balance the budget.

The fiscal year 2001/2002 proposed budget is **\$29,243.50** less than last year's expenditures.

With this proposed budget, we have reduced the current Town hall payment by half, provided no Cost of Living Allowance (normally 2%), no Merit promotion for any employee, we have decreased training by 50%, plus made significant reductions in other controlled line items.

### Revenue Highlights:

The dollar amount shown in the current year taxes reflects a decrease from last year's tax base.

General Fund Undesignated Fund Balance was **\$502,349.00** as of June 30, 1999, and **\$715,846.00** as of June 30, 2000 showing an increase of **\$213,497.00**.

The \$88,692.00 loss of revenues between the proposed budget and fiscal year 1999/2001 is as a result of a decrease in census population (\$50,320.00) and Revaluation by the county (\$38,372.00).

### **Expenditure Highlights:**

The general fund budget provides for the operation of the town, the maintenance and operation of equipment and buildings, the payment of debts incurred by the town, salaries and fringe benefits for employees, acquisition of limited equipment items to ensure the effective operation of town government.

Expenditures for all departments have been estimated to provide funds for all required expenditures such as personnel cost, committee expenditures, vehicle maintenance, needed supplies and materials, limited employee training, minimal capital outlay equipment and payment of the Town Hall construction loan obligation.

### **Capital Outlay Expenditures:**

The minimal capital outlay expenditures for 1 Police vehicle and 1 Public Works vehicle will be offset by the surplus sale of 2 high mileage vehicles. The purchase of fire hose and fire related equipment is important to maintain the safety, health and welfare of our citizens and to provide additional equipment to maintain our 6-fire rating.

### **Personnel:**

As described above, the proposed 2001/2002 budget includes no COLA or Merit raises for any employee. The Board of Aldermen did agree that if expected revenues were greater than anticipated, they would redirect these funds towards COLA and or Merit raises. North Topsail Beach is fortunate to have a dedicated, qualified professional staff that often repairs/maintains equipment and works to provide exceptional service to citizens and save the town funds, often on their own time. Without this dedication and caliber of employee the town would experience a much higher operating cost. And I personally wish to thank each and every one of them for their dedication.

As a service oriented entity, functions of the town will continue to be extremely labor intensive. Therefore, to ensure a successful, progressive future, a motivated, qualified and stable work force will continue to be the most valuable asset for the town.

This fiscal year proposed salaries include only group insurance, longevity, 401(k) and retirement benefits that will continue to be provided on the same level as this current year. I believe the benefits provided by the town enable us to obtain and keep qualified, professional employees. Competent, motivated long-term employees

provide better service to the town and its citizens. In addition, it saves the town in unemployment and training cost.

**Refuse Collection:**

The expenditures against the current contract with Waste Industries for solid waste collection within North Topsail Beach and Onslow County Tipping Fees is expected to be \$199,012.00, while the collection of the \$65.00 Solid Waste Service Fee is expected to generate \$207,183.00. After anticipated expenditures there will be \$8,171.00 remaining in the line item and reserved for a solid waste service use only. This will also serve to handle any additional pickups or unexpected expenditures, beach clean up, and bulk pick-ups.

**Summary:**

With the figures provided, it is my recommendation that the current tax rate of .45 cents remain in effect for Fiscal Year 2001/2002 and balance the proposed budget by appropriating the \$37,158.50 from the Fund Balance.

Alderman Flynn suggested that because of our revenue shortfall, we don't have much operating room and we have noticed difficulty in control. Alderman Flynn suggested that any application for travel in excess of \$500.00 should require prior Board approval.

Alderman Flynn moved, seconded by Alderman Hillyer approval of the 2001/2002 Budget. The motion passed unanimously.

Alderman Flynn amended the motion to include that in view of revenue shortfalls, that any travel or training in excess of \$500.00 be approved by the Board of Aldermen prior to booking any training or travel. The amendment was seconded by Alderman Smith. The amendment to the motion passed unanimously.

Alderman Flynn congratulated staff on the budget.

**FALSE ALARM ORDINANCE:**

Mr. Hammond said this is a result of the data provided by the fire and police departments. This was drafted by our attorney.

**ORDINANCE AMENDING CHAPTER 6 OF THE NORTH TOPSAIL BEACH TOWN CODE TO PROVIDE FOR PENALTIES FOR FALSE ALARMS**

**WHEREAS**, the Board of Aldermen of the Town of North Topsail Beach has been made aware of the fact that the North Topsail Beach Police Department and Fire Department respond to an inordinate number of false alarms; and

**WHEREAS**, the man hours devoted by these departments to answering false alarms translates into a substantial cost to the taxpayers of the Town; and



**WHEREAS**, it appears to the Town that it is necessary and in the public interest to regulate and control the alarm systems that are serviced by the North Topsail Beach Police Department and the North Topsail Beach Fire Department by imposing penalties for chronic false alarms as hereinafter set forth.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF NORTH TOPSAIL BEACH THAT:**

Section 1, Chapter 6 of the North Topsail Town Code is hereby amended by adding a new Article IX, Alarm Control Systems.

#### ARTICLE IX ALARM CONTROL SYSTEMS

##### Section 6-163 Definitions

Chronic false alarm systems. An alarm system will be classified as a chronic false alarm system upon either of the following conditions:

1. Two (2) responses to false alarms at the same location within a two week period;
2. More than four (4) responses to false alarms at the same location within a twenty week period;
3. More than seven (7) responses to false alarms at the same location within a fifty two-week period.

False alarm means the activation of a burglary, robbery, fire or other alarm for the purposes of summoning the police or fire department or which causes the fire or police to be summoned, at a time when no fire, emergency or crime is being committed or attempted on the premises.

1. False alarms include those caused by:
  - a. Error mistake. Any action by any person, firm or corporation, or other entity or agency thereof, owning or operating any dwelling, building or place which results in the activation of any alarm system when no emergency exist;
  - b. Malfunction. Any activation of any alarm system caused by a flaw in the normal operation, design, installation, maintenance of the system, by faulty equipment, or by a change in the environment or premises upon or within which the alarm system is operating.
  - c. Intentional misuse. Any intentional activation of an alarm system when no burglary, robbery, vandalism, fire or other emergency is in progress.
2. An alarm will not be considered a false alarm if it is determined that the alarm was caused by:
  - a. Natural or manmade catastrophe or an act of God. Such events include tornadoes, floods, earthquakes or other similarly violent conditions;
  - b. Vandalism causing physical damage to the premises;
  - c. Telephone line outage;
  - d. Attempted illegal entry of a location causing visible, physical or other evidence of damage to said location;
  - e. Severe weather causing physical damage to the premises;

- f. The testing of a local/audible alarm system by a licensed alarm business agent or employee who is present at the premises servicing, repairing or installing the alarm when such testing does not result in the alarm being activated for an uninterrupted period exceeding sixty (60) seconds and provided that the Town has been notified in advance that testing will occur. Notice by telephone or written letter is sufficient.

Section 6-164. Notice of false alarm.

For every police or fire response by the Town to the premises at which a false alarm has been determined to have occurred, a false alarm notice shall be left at that location. A copy of this notice shall be retained at the appropriate fire or police records divisions.

Section 6-165. Corrective action and penalty.

Once an alarm system has been classified as a chronic false alarm system as defined by section 6-163:

- 1. A notice will be sent by certified mail to the user of that system indicating the system must be inspected by a state licensed alarm industry business or representative. That user will have ten (10) working days, excluding holidays after receipt of said notice to return a fully completed inspection form to the fire or police chief; and
- 2. The provisions of section 6-165. Notwithstanding further false alarms at the location after ten (10) working days and within twelve (12) months from the date of notice provided as required herein shall subject the owner to penalties as follows:

a.	First false alarm	\$100.00
b.	Second false alarm	250.00
c.	Third and subsequent false alarms, each	500.00

Within ten (10) days following the imposition of any penalties imposed pursuant to this subsection, the penalties may be appealed to the Town Manager or his designee.

Section 6-166. Reserved

ADOPTED this \_\_\_\_ day of June 2001, by the Board of Aldermen for the Town of North Topsail Beach, North Carolina.

Alderman O'Donnell felt that it is was still too lenient. We are allowing 2 responses to false alarms within a 2-week period and 4 responses to false alarms within 20 weeks. He would prefer 2 responses within a 6-weekperiod and 4 responses within a 52-week period. Also, the amount of fines are lenient considering the cost to the fire department and it impacts on the willingness for volunteers to respond.

Alderman Sizemore noted that this addresses false alarms only in the town limits. He was concerned that our Police Department went to the Treasure Plaza in Sneads Ferry because an alarm went off at a gun shop. Onslow County came 3 minutes later. We are being called off the Island and we are first response, we should be a back up only.

Alderman Flynn asked if we were compelled to respond. Chief Salese said yes, we have to go. Alderman Flynn said we should move on this ordinance and agreed that Alderman Sizemore brought up a good point on our safety issues.

Alderman O'Donnell moved, seconded by Alderman Flynn to approve the False Alarm Ordinance as written with appropriate changes to Section 6-163. Change #1 to "two responses to false alarms within a 6-week period and change #2 to 4 or more within a 52-week period and delete #3. The motion passed unanimously.

### **MANAGER'S REPORT:**

Attorney Bill Fuss will be setting up a meeting between the homeowners of the condemned property on the north end, myself, building inspector and himself to discuss the situation and how to resolve the issue. There are concerns of liability there. Alderman Sizemore noted that there are signs on houses that say danger, not to be occupied. One of the duplexes is occupied and the other side was rented. We need to enforce the town's ordinances. We should pull the electricity. Someone could be hurt or killed and we could be liable if we allow them to live there, even if they have signed a waiver.

Attorney Fuss said we have been consulting with construction engineers. Alderman Flynn asked for a timeframe. Attorney Fuss said letters would go out by Tuesday and a meeting will be held by the end of next week. If not, we will condemn them and move forward.

The CAMA contract will be presented to the Board of Aldermen hopefully at the July 5<sup>th</sup> meeting for discussion.

Riptide signs have been posted in all local stores and in all town facilities. We have also ordered some signs to be placed at key locations. Alderman Flynn asked the town manager to contact the County to place signs at their accesses.

Doris Outlaw called last week and told me that lots 10 & 11, beside the south end fire station, are up for sale. They are 64 x 125 and the current asking price is \$39,000 per lot. Is the Board interested in pursuing this property? Grants are not available this year. Mayor Bostic asked if they would owner finance?

Ocean City Pier (Kenneth Chestnut) has provided a timeline on the repairs/renovations of the pier. According to the schedule, they anticipate completion by November 2001. Alderman Sizemore suggested sending them a letter requiring them to put a chain link fence there because of the fire they had there. Alderman O'Donnell felt it was getting out of hand and requested the town attorney send a letter stating that the pier is a nuisance.

We will soon be into the new Fiscal Year, with new Powell Bill funds (approximately \$35,000). We can move forward with more street improvements. If we base the

improvements on the number of permanent residents we will be completing 13<sup>th</sup> Ave. soundside, 5<sup>th</sup> Ave. oceanside, 14<sup>th</sup> Ave. soundside, 3<sup>rd</sup> Ave. soundside, Haven St., 12<sup>th</sup> Ave. soundside, 22nd Ave. soundside, at a cost of \$29,146. Utopia will have to be held for future improvements.

We have received final written approval from the LGC to extend the Town Hall paying half this year and half next year.

We have received a copy of the Interlocal Agreement between NTB and the County to collect taxes. Notification to terminate the contract must be done in writing by March 1 of the year. The contract will terminate the following June 30<sup>th</sup>. We're looking at finance programs. Surf City does not do their own billing, they just collect the taxes and the County does the billing.

Don Grady, NC D.O.T., finally contacted me and has agreed to look at Topsail Road and the ditching issue along 210 and 1568.

NTB is still waiting for the response from Secretary Tippet on the mile markers and the reduction of the speed limit.

We will need to schedule a public hearing in July for the Hazard Mitigation Project approval and adoption. I have 3 original copies of the 174-page document. We will copy it and get copies out to the Board as soon as possible.

The next Four Town Meeting is scheduled for Thursday, June 28<sup>th</sup> at 6:30 p.m. and NTB is hosting this meeting. It will be held in our meeting room. Board members are asked to provide agenda items to Loraine by Monday, June 18<sup>th</sup>. J.C. Barbecue is catering at a cost of \$6.50 per person. Each town will be billed accordingly and anyone from the press or chamber can pay that night for the meal.

#### **ATTORNEY'S REPORT:**

Attorney Fuss asked if we have thought of businesses sponsoring the 4 town meetings?

#### **MAYOR'S REPORT:**

Mayor Bostic stated that he and Mr. Hammond attended a meeting in Jacksonville called "Smart Growth". We have been asked to join with Jacksonville in this project. It may not benefit NTB, but Mayor Jones suggested that it might enable us to get annexation power. The cost would be approximately \$1400.00 to join them. Dr. Freilich is heading up this project.

We made a presentation yesterday to the County at their Budget Workshop regarding the accommodation's tax. It looks promising that we could get some of those funds.

**ALDERMEN'S REPORT:**

Alderman Hillyer complimented the Town Manager and Finance Officer on doing an excellent job on the budget. Alderman Smith concurred.

Alderman O'Donnell will not be able to attend the July 5<sup>th</sup> Board meeting.

Alderman Flynn noted that the 3% accommodation tax is still in committee and is under comments from the travel and tourism organization. We are still hopeful. Alderman Flynn asked the manager for a review of the Hazard Mitigation Plan.

The Board meeting recessed at 9:03 p.m.

**EXECUTIVE SESSION:**

The Board went into Executive Session to discuss the Town Manager's Contract.

**ADJOURNMENT:**

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

  
Loraine M. Carbone  
Town Clerk

## Balanced Budget

## General Fund Revenues

301	Property Taxes	\$1,034,007.00
310	Inventory Tax reimb	\$18,525.00
317	Penalties & Interest	\$4,000.00
325	Privilege Licenses	\$5,000.00
328	Cable Franchise	\$12,600.00
329	Interest on Investments	\$53,000.00
335	Miscellaneous	\$3,000.00
336	Donations/ Miscellaneous	\$51,850.00
337	Utilities Franchise Tax	\$70,000.00
339	Intangible property tax	\$24,145.00
341	Beer & Wine Tax	\$3,587.00
343	Powell Bill	\$34,857.00
345	Local Option sales tax	\$101,926.00
346	Local Op Sales Tax- Co	\$52,000.00
348	NCLM Grant/GHSP	\$28,000.00
349	Mosquito Grant	\$3,000.00
351	Officer Fees & violations	\$5,000.00
355	Building permits	\$22,200.00
357	CAMA Permits/Zoning	\$1,200.00
359	Refuse Collection	\$207,183.00
367	Tax Refunds- State/Federal	\$17,150.00
368	Other State/County Revenues	\$5,980.00
383	Sale of fixed Assets	\$3,000.00
399	Fund Balance-appropriated	<u>\$37,158.50</u>
	SUBTOTAL	\$1,798,368.50
	Police Asset Fund	<u>\$5,822.00</u>
	Total Overall Budget	\$1,804,190.50

## General Fund Expenditures

410	Governing Body	\$56,450.00
420	Administration	\$292,031.00
430	Elections	\$1,100.00
490	Planning/Zoning/CAMA	\$37,757.00
491	Inspections	\$64,319.00
500	Public Facilities	\$111,391.50
510	Police Department	\$542,945.00
545	Public Works	\$151,780.00
560	Street Improvements	\$52,607.00
580	Sanitation	\$199,012.00
620	Recreation	\$3,000.00
690	Fire Department	\$160,353.00
695	Committees	\$2,900.00
720	Beach renourishment/dune	\$112,723.00
999	Contingency	<u>\$10,000.00</u>
	SUBTOTAL	\$1,798,368.50
	Police Asset Fund	<u>\$5,822.00</u>
	Total overall Budget	\$1,804,190.50

\$1,804,190.50

-\$1,804,190.50

\$0.00 expenditures over revenues

**Break down of General Fund Revenues**

<b>10-301-00</b>	<b>Taxes Current Year</b>	<b>\$ 901,784.00</b>
	This number is based on an estimated valuation of 232,418,805 as of May 2, 2001 at 40 cents per hundred valuation at 97% collection rate (tax rate 45 cents) This is a decrease from the 2000-2001 budget due to a loss in property valuation. This valuation is an estimate and the valuation numbers may change before June 30,2001.	
<b>10-301-01</b>	<b>Taxes Prior Year</b>	<b>\$ 19,500.00</b>
	Back taxes paid from all prior years. There is no set collection rate for this line item.	
<b>10-301-05</b>	<b>Beach renourishment/dune</b>	<b>\$ 112,723.00</b>
	This line item is decreased due to the loss in the valuation of the property based on 5 cents per hundred of the property taxes collected at (97% collection) for the current year.	
<b>10-310-00</b>	<b>Inventory Tax Reimb</b>	<b>\$18,525.00</b>
<b>10-317-00</b>	<b>Penalties &amp; Interest</b>	<b>4,000.00</b>
<b>10-325-00</b>	<b>Privilege License</b>	<b>5,000.00</b>
<b>10-328-00</b>	<b>Cable Franchise</b>	<b>12,600.00</b>
<b>10-329-00</b>	<b>Interest on Investments</b>	<b>\$ 53,000.00</b>
<b>10-335-00</b>	<b>Miscellaneous</b>	<b>2,000.00</b>
<b>10-335-10</b>	<b>Miscellaneous Permits-Fines</b>	<b>500.00</b>
<b>10-335-15</b>	<b>Misc. Insurance Payments</b>	<b>500.00</b>
	Refund of premiums when surplus vehicles are removed from town policy	
<b>10-336-06</b>	<b>Donations-Beautification</b>	<b>850.00</b>
<b>10-336-08</b>	<b>NTB Holiday Donations</b>	<b>-0-</b>
<b>10-336-09</b>	<b>Lease Pmt for Cars</b>	<b>\$ 51,000.00</b>
	This line item is to show the revenues from the bank for the payment of the total invoice amount for 2 new vehicles. (1 Police, 1 Public Works)	
<b>10-337-00</b>	<b>Utilities Franchise Tax</b>	<b>\$ 70,000.00</b>
<b>10-339-00</b>	<b>Intangible Property Tax</b>	<b>24,145.00</b>
<b>10-341-00</b>	<b>Beer &amp; Wine Tax</b>	<b>3,587.00</b>



10-343-00	Powell Bill	\$ 34,857.00
10-345-00	Local Option Sales Tax	101,926.00
10-346-00	Local Opt Sales Tax-Co	52,000.00
10-348-01	NCLM Grant	1,000.00
10-348-02	Govern Hwy Safety Program	27,000.00
10-349-00	Mosquito Control Grant	3,000.00
10-351-01	Officer Fees & Violations	\$ 4,000.00
10-351-02	Police Dept Training	500.00
10-351-03	Body Armor Reimbursement	500.00
10-355-00	Building Permits	\$10,000.00
10-355-01	Mechanical Permits	3,000.00
10-355-02	Electrical Permits	6,000.00
10-355-03	Plumbing Permits	3,000.00
10-355-05	Home Owners Recovery	200.00
10-357-00	CAMA State Reimbursements	\$0
10-357-03	CAMA Permits	0
10-357-06	Buildability Determination	100.00
10-357-07	FIRM/CBRA Determination	100.00
10-357-08	Zoning permits	1,000.00
10-359-00	Refuse collection	\$ 207,183.00
	Based on 3,286 parcels of buildable property at \$65.00 each at a 97% collection rate. 399 parcels have been declared unbuildable, due to this the fee needs to be raised in order to meet expected expenditures.	
10-367-01	Sales Tax Refund	\$ 8,000.00
10-367-02	Gasoline Tax Refund	5,000.00
	Both of these figures are based on the past year's (2000-2001) refund amounts.	
10-367-03	Federal Excise Tax	\$ 4,150.00
	Monies collected by Municipal Tax Consulting for federal excise tax for gasoline	
10-368-00	Other state revenues	\$ 670.00
	This line item is for any revenues from the state that are not otherwise identified.	
10-368-01	Grass Mowing Reimb	\$ 2,310.00
	Increase due to renegotiating 5-year-old contract with the NC DOT.	

10-368-02 State CAMA Grant Grs/fen -0-  
10-368-04 Radio Purchase \$3,000.00  
Monies received from Onslow County to replace radios in the  
Fire Department

10-383-00 Sales of fixed Assets \$ 3,000.00

10-399-00 Appropriated Fund Balance \$ 37,158.50

**Total Budget Amount \$ 1,798,368.50**

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## GOVERNING BODY

**10-410-02 Salaries: \$3,840.00**

**10-410-04 Professional Services: \$14,000.00**

Attorney retainer @ \$1,084.00 per month plus additional consultation fees

**10-410-05 FICA: \$300.00**

**10-410-14 Travel and Training: \$1,000.00**

For travel and training expenses of new board members to attend various training classes and seminars offered by the NCLM. All members attending Town Hall Day, the retreat for board members, and CRC conference. As well as, hosting the Coastal Carolina Community Conference. Originally \$2,000.00

**10-410-42 Charter Codes Service: \$2,000.00**

Fee/inclusion into code books for new ordinances and changes to existing local laws. Updates every 6 months (Municipal Code Corporation)

**10-410-43 Auditor: \$11,500.00**

Budgeted for auditor report services for 2001-2002 plus any additional consultation fees.

**10-410-45 Tax Collection Fees: \$19,600.00**

1.5% fee charged by Onslow County for billing and collecting the town property taxes and refuse fees.

**10-410-50 Donations to Other Organizations: \$150.00**

Donations to organizations allowed by General Statutes

**10-410-51 NTB Holiday Donations: \$000.00**

this is the expense line item for holiday donations that are collected by the town

**10-410-53 Dues and Subscriptions: \$600.00**

Institute of Government, Eastern Carolina Council, & Chamber of Commerce

**10-410-57 Miscellaneous: \$200.00**

For unusual one time expenses that are not otherwise designated

**10-410-58 Tax Refunds: \$500.00**

For Tax refunds made throughout the year for past years

**10-410-59 FEMA Payback: -0-**

For any monies that have to be paid back to FEMA for past storm events

**10-410-60 ONWASA: \$1,260.00**

For any monies expended during the year for Onslow County Water and Sewer Authority

**10-410-80 Storm Damage: \$ -0-**

To be used in case of a Storm event

**10-410-93 Employment Security Commission: \$1,500.00**

For any unemployment wages that may be paid during this fiscal year or prior years due to employee discharge.

**Total Budget request for The Governing Body: \$56,450.00**

## NORTH TOPSAIL BEACH ADMINISTRATIVE DEPARTMENT

Enclosed is the budget request for the North Topsail Beach Administrative Department (which includes Town Manager, Town Clerk, Finance Officer, and Receptionist Inspections Assistant) for the Fiscal year 2001/2002. Each item is listed by account number, with an explanation of how the figures were derived.

**10-420-02 Salaries: \$132,032.00**

The budget figure covers salaries, including longevity pay. This figure is based on four positions, Town Manager, Town Clerk, Finance Officer and Receptionist/Inspections Clerk. The Receptionist position was added to Administration after 2000-2001 budget was approved, accounting for the slight increase over last year's figures. In as much as the Board decides the Town Managers salary and raises, any raise that might be considered by the Board is not included in this figure.

**10-420-05 FICA: \$10,105.00**

The requested amount reflects 7.65% of annual gross salaries.

**10-420-06 Group Insurance: \$11,376.00**

The budgeted amount is the yearly cost of group insurance for the four administrative positions.

**10-420-07 Retirement: \$13,225.00**

The amount of retirement being requested is a standard 10% of the gross salaries. This figure is derived from the contributed percentage allowed for each employee in the department based on the gross salary and longevity.

**10-420-08 401(K): \$3,970.00**

This requested item is a standard 3% of the gross salaries for the Administrative Department. As salaries increase, these figures increase.

**10-420-09 Workman's Compensation: \$13,106.00**

It is not unusual to have workman's compensation claims for administrative departments, however they are quite infrequent. The increase over last year results from an increase in salaries and actual figures based on 2000/2001 budget.

**10-420-10 Employee Training: \$3,125.00**

Although the requested amount is to cover training seminars, job specific schools, certifications, and conferences for the four administrative positions this has increased from last year to cover anticipated expenditures. All positions require annual refresher, update, certification and continuing education. Originally \$6,250.00

Town Manager: CRC Meetings (6), ICMA Conference, NC City/County Manager Conference, NC Shore and Beach preservation Conference, NC Law and Personnel Update Course, NC League of Municipalities Conference, Municipal Administrative Update, NC Governors Hurricane Conference, National Hurricane Conference (not budgeted), Coastal Summit, Eastern Carolina Council Workshop, Town Hall Day

Town Clerk: Clerks Conference, Clerks Refresher School, and Clerks Regional Meetings (2)

Finance Officer: Cash Management Class, Effective Management, and GFOA Conference

**10-420-11 State Telephone, Cell Phones & Postage: \$26,000.00**

These figures are based on historical date of fiscal year 2000-2001 and include the additional cost of the mail meter fee and quarterly newsletter cost. This includes phones at town hall, Police Department, Fire Department, Public Works, Cell Phones, Pagers and postage for all departments. (All departments)

**10-420-12 Town Manager Expense Account: \$1,200.00**

This amount has increased over last year's budget amount because of additional meetings requiring attendance (indicated by \*). Also included in this line item are meals for unexpected visitors, dinners and lunches in relation to official business such as the Onslow County Mayors meetings (12), County Managers meetings (12), Four Town meetings (4), \*Civic Affairs meetings (12) ECC Managers meetings (4). All figure are based on actual expense incurred to date and estimated cost for the remainder of the year.

**10-420-14 Employee Travel-Mileage: -0-**

Even though we have allocated an administrative car, there are times that more than one person is on the road conducting official business, therefore requiring some funds for mileage.

**10-420-16 Maintenance & Repairs of Equipment: \$175.00**

Requested amount to be budgeted for this line item to cover unexpected expenses such as printer replacement, older computer repairs, and repairs out of the scope of the warranty.

**10-420-17 Vehicle Maintenance: \$400.00**

The cost is based on historical data from the Police and Public Works Department in relation to one vehicle. This will cover cost for items such as minor repairs.

**10-420-26 Advertisement: \$3,500.00**

The amount is necessary to cover yearly cost of classified advertisements in three papers, Daily News, Topsail Voice, and Wilmington Star. This expense covers public notices, board meetings, special meetings, workshops, bid requests, employment positions, and anything else required by General Statutes. This figure is based on historical data. **(All departments)**

**10-420-31 Automotive Supplies: \$500.00**

This line item as a result of the administrative car, to cover gas, oils, and tires.

**10-420-32 Office Supplies: \$2,500.00**

An estimate is requested for Office Supplies based on historical data from previous years. These items include forms, stationary, pens, pencils, envelopes, printer ribbons, etc. as required for operation of all departments (Administration, Inspections, Zoning, Governing Body, Fire Department and Public Works).

**10-420-33 Departmental Supplies: \$4,350.00**

The budgeted amount is requested for departmental supplies. These are items other than office supplies that are required to operate the Town Hall. Examples are cleaning supplies, janitorial supplies and kitchen supplies. This figure was based on historical data gathered from previous years.

**10-420-45 Contract Services: \$ 11,600.00**

The amount is budgeted for annual contract payments such as Southern Software, Otis Elevator, Coastal Net, Ascom, And Municipal Consulting. **(All departments)**

**10-420-53 Dues and Subscriptions: \$2,550.00**

The amount is requested to cover dues and subscriptions, which are based on actual cost of these organizations. This includes the NC Federal Employment Law, weekly bulletin actions by the NC General Assembly, Fair Labor Standards Handbook updates, and many more. In addition, there are many administrative organizations that require annual dues to participate in seminars and conferences in order to keep the town on a State and National level. These include ICMA, NCLM, ECC, NCBSP, SAMS, Small Cities, IAMC, NCMC, and GFOA.

**10-420-54 Insurance and Bonds: \$ 34,617.00**

An estimated amount budgeted to cover any necessary type of insurance other than group insurance, such as Public Official's bonds and liability bonds. This figure increased over last year due to shift of line items from other departments and consolidated billing.

**10-420-57 Miscellaneous: \$200.00**

For unanticipated, one time expenditures.

**10-420-74 Capital Outlay: \$000.00****10-420-76 Lease Purchase Agreements: \$ 17,500.00**

This amount is budgeted for lease purchase contracts such as the computers, copiers and fax machines, soft - ware, and updated systems.

**Total Budget Requested for Administrative Department: \$ 292,031.00**





<b>10-490-16 Maintenance repairs Equip:</b>	<b>-0-</b>
<b>10-490-17 Maintenance Repair Vehicles:</b>	<b>\$1,000.00</b>
(Needed repairs to Jeep)	
<b>10-490-31 Auto Supplies:</b>	<b>\$500.00</b>
Tires, oil, gas	
<b>10-490-33 Department Supplies:</b>	<b>-0-</b>
<b>10-490-53 Dues and Subscription:</b>	<b>\$ 30.00</b>
Membership to NC State Zoning Association	
<b>10-490-54 Insurance:</b>	<b>-0-</b>
<b>10-490-57 Miscellaneous:</b>	<b>-0-</b>
<b>10-490-58 Permit Refunds/recovery fee:</b>	<b>-0-</b>
<b>10-490-74 Capital Outlay:</b>	<b>-0-</b>
<b>10-490-80 Storm Damage</b>	<b>-0-</b>
<b>Total Budget Requested:</b>	<b>\$37,757.00</b>

## NORTH TOPSAIL BEACH BUILDING INSPECTIONS 2001-2002

Enclosed is the budget requested for the North Topsail Beach Building Inspections Department for Fiscal year 2001/2002. Account number with explanations of how the figures were derived is listed.

**10-491-02 Salaries:** **\$42,210.00**  
This includes longevity for one full time employee.

**10-491-03 Part Time Help** **-0-**

**10-491-05 FICA:** **\$3,230.00**

**10-491-06 Group Insurance** **\$2,844.00**

**10-491-07 Retirement:** **\$4,225.00**

**10-491-08 401-K:** **\$1,267.00**

**10-491-09 Workman Comp:** **-0-**

**10-491-10 Employee Training:** **\$750.00**

This year the State of NC adopted the all-new International Codes, Building, Electrical, Plumbing, Mechanical, Fire Prevention and the various revisions to the existing Codes now in use. (Law & Administration, Handicap, Manufactured Homes, Existing Buildings.) Along with the NFIP, FEMA and numerous other related Seminars, this will be a busy year for continuing education. I do wish to attend two more classes in Emmitsburg, Maryland this upcoming year year. These classes last one week and cost the town only 75.00 for a meal ticket, all other expenses have to be paid in advance through the town, FEMA will issue a full refund at the completion of each class. (minus the \$75.00 meal ticket.)  
originally \$1,500.00

Following is a list of schools, seminars, and tests:

- Schools:
- 1) International Codes (to be announced in the fall)
  - 2) Institute of Government-Privilege License
  - 3) FEMA NFIP (Community Rating System)
  - 4) FEMA NFIP (Managing Floodplain Development)
  - 5) Identifying Asbestos. (Possible Revenue Maker)

- Tests:
- 1) National Association of Floodplain Managers

- Seminars:
- 1) North Carolina Building Inspectors Association
  - 2) North Carolina Electrical Inspectors Association
  - 3) North Carolina Plumbing Inspection Association
  - 4) North Carolina Mechanical Inspection Association
  - 5) Southern Building Code International
  - 6) Institute of Government Law & Administration

<b>10-491-14 Travel Mileage:</b>	<b>-0-</b>
<b>10-491-16 Maintenance repairs Equip:</b>	<b>-0-</b>
<b>10-491-17 Maintenance Repair Vehicles:</b>	<b>\$150.00</b>
<b>10-491-31 Auto Supplies:</b> Tires, oil, gas	<b>\$500.00</b>
<b>10-491-33 Department Supplies:</b> New CodeBooks and Revisions, Reference books, (Books in Town Ordinance that we do not have). Hand Held Global Positioning System. Digital Scalemaster, (used to do takeoffs on sq.ft off blueprints) Accessories for truck. Lettering, portable file holder. Duplicate Inspection forms used Daily.	<b>\$1,200.00</b>
<b>10-491-53 Dues and Subscription:</b> Membership to SBCCI, NC Building Inspectors Association, NC Plumbing Inspectors Association, NC Mechanical Inspectors Association, NC Electrical Inspectors Association, NC State Standard Certificate Renewal, Association of Flood Plain Managers. Fees for testing, (Floodplain Manager)	<b>\$225.00</b>
<b>10-491-54 Insurance:</b>	<b>-0-</b>
<b>10-491-57 Miscellaneous:</b>	<b>-0-</b>
<b>10-491-58 Permit Refunds:</b>	<b>-0-</b>
<b>10-491-74 Capital Outlay:</b>	<b>-0-</b>
<b>10-491-75 Truck Payment:</b> Second Truck Payment	<b>\$ 7,718.00</b>
<b>10-491-80 Storm Damage:</b>	<b>-0-</b>
<b>Total Budget:</b>	<b>\$ 64,319.00</b>

## Police Department Budget 2001-2002

<b>10-510-02</b>	<b>Salaries</b>	<b>\$273,774.00</b>
	Salaries based on current salaries. Budgeted in this. Longevity was added. This is for emergency situations as well as court and grand jury. Last years overtime will show that we kept it to a low percentage and tried to work it out in house or with reserve officers. Increases involved were the two promotions and the length of service to increase yearly.	
<b>10-510-03</b>	<b>Reserve Salaries</b>	<b>\$9,680.00</b>
	Included were the longevity bonuses which increased again this year. Due to length of service with the town. The hourly rate was kept the same, at \$9.00, for this year. Estimated reserve hours 920 paid and 964 hours unpaid, based on the six man reserve force. This is a savings to the town in overtime and reduction of comp time.	
<b>10-510-04</b>	<b>Professional Services</b>	<b>\$1,400.00</b>
	Monies are for drug screening, physicals, psychological exams, software and Hepatitis shots.	
<b>10-510-05</b>	<b>FICA</b>	<b>\$21,685.00</b>
	Based on salary figures.	
<b>10-510-06</b>	<b>Group Insurance</b>	<b>\$28,440.00</b>
	These increases were from the insurance carrier.	
<b>10-510-07</b>	<b>Retirement</b>	<b>\$27,100.00</b>
	Based on salary figures	
<b>10-510-08</b>	<b>401-K</b>	<b>\$13,700.00</b>
	Based on salary figures	
<b>10-510-09</b>	<b>Workmans comp</b>	<b>-0-</b>
	Moved to Administration	
<b>10-510-10</b>	<b>Employee Training</b>	<b>\$2,000.00</b>
	The training is a necessity and each year more is becoming state required. Each year, we are finding we have more re-certifications than the year before. Officers must stay current and well trained. We are trying to keep the budget the same by being creative and trading out with other departments and splitting the course costs as well as training our own instructors. Originally \$4,000.00	

- 10-510-14**                    **Travel and Mileage**                    **-0-**  
Each officer has his own vehicle to attend court, school, etc.
- 10-510-16**                    **Maintenance Repair & Equipment**                    **\$3,000.00**  
This amount has been an average amount. Bear in mind, most of our emergency equipment is approaching 6-10 years in age and radios are 10 and 12 years old. The repairs have been kept low due to the ability of in house staff to make the repairs and provide the necessary preventative maintenance and care.
- 10-510-17**                    **Maintenance/Repair Vehicles**                    **\$8,000.00**  
This fund is for preventative maintenance and upkeep and all Non-warranty repairs. Again, without in-house repairs and the new services provided by the Public Works Department, these costs would rise higher than they currently are.
- 10-510-31**                    **Automotive Supplies**                    **\$28,000.00**  
This has increased due to rising fuel costs, also built in are tires and oil, and oil prices have increased due to specifications of the newer model cars.
- 10-510-32**                    **Office Supplies**                    **\$1,500.00**  
General office supplies used to operate the administrative level of the police department.
- 10-510-33**                    **Departmental Supplies**                    **\$6,000.00**  
Expenses for the yearly functions of the police department. Investigative supplies, film, ammo, ticket books and business cards. This year will increase also due to the in car video systems and cost Of VHS tapes for the current seven cameras.
- 10-510-36**                    **Uniforms**                    **\$6,000.00**  
Funds for replacement uniforms, ballistic vest replacement, as well as carriers, BDU shirts and trousers, shoes, etc.
- 10-510-53**                    **Dues and Subscriptions**                    **\$1,000.00**  
This is for organization dues, legal updates, literature and publications.
- 10-510-54**                    **Vehicle Insurance**                    **-0-**  
Monies set aside for insurance deductibles in the event of an auto accident. Moved to administration

<b>10-510-55</b>	<b>GHSP Grant</b>	<b>\$40,000.00</b>
	<p>This increase was partially due to sales tax that was previously not budgeted for. These funds will hopefully be split between the governors highway safety program and the cops more grant. The percentage for cops will be 75/25. We will use this for the DCI system and software replacement that is necessary but expensive and four mobile data computers. The other share portions will be used for equipment and or manpower for our second of three years with GHSP. These shares are 75/25 manpower, 50/50 equipment. Example: last year the GHSP grant was \$35,940.00, Federal Share was 27,540.00, Town Portion \$8,400.00. This paid for in-car video systems, manpower, and radar units. Keep in mind these grants are on a federal fiscal year, October to September, so there are carry-overs into our next fiscal year.</p>	
<b>10-510-57</b>	<b>Miscellaneous</b>	<b>\$200.00</b>
	<p>Unexpected costs; locks, keys, phone line, modem lines, etc.</p>	
<b>10-510-74</b>	<b>Capital Outlay</b>	<b>\$33,000.00</b>
	<p>This will be for one police car to replace the one 1997 Crown Victoria with mileage in excess of 100,000 miles and the first Payments for the car.</p>	
<b>10-510-75</b>	<b>Vehicle Purchase</b>	<b>\$38,466.00</b>
	<p>This is current loan payments for 2000 and 2001 vehicles, five payments in total. This is the last year for the 2000 vehicles.</p>	
<b>Total</b>		<b>\$542,945.00</b>

## NORTH TOPSAIL BEACH PUBLIC WORKS

Enclosed is the budget requested for the North Topsail Beach Public Works Department for fiscal year 2001-'02. Each item is listed by account number with an explanation of how the figures were derived.

**10-545-02 Salaries: \$61,510.00**

This includes half of the salaries Fire Marshal / PWD Salary and tow full time employees. They have longevity included.

**10-545-03 Part Time Salaries: \$11,200.00**

Ronald Vaughn \$9.22 per hour. Excellent Part time employee!

**10-545-05 F.I.C.A.: \$ 5,565.00**

**10-545-06 Group Insurance: \$ 5,688.00**

**10-545-07 Retirement: \$ 6,155.00**

**10-545-08 401K: \$ 1,850.00**

**10-545-14 Employee Training: \$ 100.00**

Originally \$200.00

**10-545-16 Maintenance/Repair of Equipment: \$ 5,000.00**

The \$5,000.00 will be used for repair of two-way radio equipment such as: batteries, antennas, mechanical, electronic repair, lawnmowers, bush hog, chainsaws, Case Loader, D8K Bulldozer, and John Deere tractor.

**10-545-17 Maintenance/Repair of Vehicles: \$ 2,800.00**

The \$2,800.00 amount is for any repairs on the Dodge, and the 5-Ton dump truck.

**10-545-31 Automotive Supplies: \$ 5,000.00**

The \$5,000.00 will be used for oil, gas, and tires only.  
We have no spare tires for the 5-ton



**NORTH TOPSAIL BEACH PUBLIC WORKS****10-545-33 Departmental Supplies: \$ 4,500.00**

The \$4,500.00 will be used for tools, nuts and bolts, cleaning supplies, maintenance supplies for other department building (minor repair), welding rod & supplies, lumber & nails, signs for both beach and where ever signs will be requested by the Town. Ground maintenance supplies.

**10-545-34 Chemical – Mosq. Control: \$ 3,500.00**

The \$3,500.00 will be used for chemicals and repair to Vector machine.

**10-545-36 Uniforms: \$ 1,800.00**

The \$1,800.00 will be used to purchase uniforms.

**10-545-53 Dues/Subscriptions: \$ -0-**

The \$000.00 will be used for advertisement, Sam' Club membership, and subscriptions about Vector control.

**10-545-57 Miscellaneous: \$ 100.00**

The \$100.00 will be used for an item or items deemed needed one time only.

**10-545-74 Capital Outlay/Equipment: \$ 25,000.00 (\$6,500.00 Actual) = \$31,500.00**

\$25,000.00 New Pickup (includes lights & Taxes) payment: \$6,500.00

**10-545-75 FCB LOAN – Truck \$ 5,512.00**

This is for the Dodge truck we have now based on 4 year payoff

## NORTH TOPSAIL BEACH PUBLIC WORKS

10-545-02 Salaries	\$ 61,510.00	
10-545-03 Part-time	\$ 11,200.00	
10-545-05 FICA	\$ 5,565.00	
10-545-06 Group Insurance:	\$ 5,688.00	
10-545-07 Retirement:	\$ 6,155.00	
10-545-08 401 (K)	\$ 1,850.00	
10-545-14 Employee Training:	\$ 100.00	
10-545-16 Maint/Repair - Equipment:	\$ 5,000.00	
10-545-17 Maint/Repair - Vehicles:	\$ 2,800.00	
10-545-31 Automotive Supplies:	\$ 5,000.00	
10-545-33 Supplies/Material:	\$ 4,500.00	
10-545-34 Chemical – Mosq. Control:	\$ 3,500.00	
10-545-36 Uniforms:	\$ 1,800.00	
10-545-53 Dues/Subscriptions:	\$ -0-	
10-545-57 Miscellaneous:	\$ 100.00	
10-545-74 Capital Outlay/Equipment:	\$ 25,000.00	(\$6,500.00) = \$31,500.00
10-545-75 FCB LOAN – Truck	\$ 5,512.00	
<b>Total Budget</b>	<b>\$151,780.00</b>	

Thomas Best

March 15, 2001

## NORTH TOPSAIL BEACH FIRE DEPARTMENT

Enclosed is the budget requested for the North Topsail Beach Fire Department for fiscal year 2001/2002. Each item is listed by account number with an explanation of how the figures were derived.

**10-690-02 Salaries: \$51,660.00**

We currently do not have enough daytime personnel to fight a structure fire. That is with one engine, one hoseline response. Additional engines, hoselines on a multi-occupant residence would require more personnel. Out of (3) three personnel, (2) two people are available during the daytime hours on a permanent basis providing one of those two are not on vacation leave or sick leave.

The North Topsail Beach Fire Department currently has 25 members. However, only 8 members are active firefighters when not at their work place or living normal lives. This still leaves the town wide open during the day with only (3) two people. Out of 52 calls (**Structures in NTB only**) the fire service had a turn out on the average of 5.2 firefighters per call. We still do not meet the two in two out rule of OSHA guidelines. **This is not helping the towns ISO rating at all. You can only pull the leg of a dog so long and before you know it you have been bitten.** I have proposed the hiring of (3) three part-time firefighters in this budget. Last years budget I stated that Volunteerism is getting less and less every year and all over the state of North Carolina, and yet the police department salaries increase every year with the cost of living and raises and this makes it tougher for the tax payers to even think of paid firefighters. (The mention of the police Department by me is in no shape or form of downing this department!) The Fire Department is the biggest asset in this town and to its citizens. We are the only department in reality that is saving our homeowners money (\$380,000.00 +, COLLECTIVLY) by having a class 6 ISO rating. **We must maintain our ISO rating!**

Fire Marshal salary (50/50 PWD). Assistant Fire Marshal salary, and longevity pay.

<b><u>10-690-04 Volunteer Appreciation:</u></b>	<b>\$ 800.00</b>
<b><u>10-690-05 FICA:</u></b>	<b>\$3,960.00</b>
<b><u>10-690-06 Insurance:</u></b>	<b>\$6,000.00</b>
<b><u>10-690-07 Retirement:</u></b>	<b>\$5,170.00</b>
<b><u>10-690-08 401 k:</u></b>	<b>\$1,550.00</b>

# NORTH TOPSAIL BEACH FIRE DEPARTMENT

**10-690-10 Employee Training:**            \$ 500.00

This amount will be used for the on going firefighter training required to keep firefighters abreast of new techniques. Originally \$ 1,000.00

**10-690-14 Employee mileage:**            \$ 0.00

**10-690-16 Maint/repair equipment:** \$4,600.00

This will be used for repair of two-way radio equipment such as: Batteries, antennas, mechanical and electronic repair, Annual service on breathing air system, air packs, hydro testing air bottles, service test on 75 foot ladder and all other ground ladders.

**10-690-17 Maint/repair vehicles:**        \$6,000.00

This amount will be used for any repair done on all fire vehicles, in case of break down in the pump area or engine area. Keeping in mind if we have to go in to one of pumps we could very well use the amount above real quickly. This line item has increased due to the Tahoe exceeding 100,000 miles and requiring repairs.

**10-690-31 Automotive supplies:**        \$4,500.00

This amount will be used for gas, tires and oil only.

**10-690-33 Supplies / material:**        \$5,100.00

SCBA replacement bottles X 8 @ \$535.00 Each = \$4,280.00  
(Shipping \$50.00)

(All breathing air bottles have a shelve life 15 years unless damage sever damage is done to the bottle. In budget 2001/2002 we will have 8 bottles to replace and 2002/2003 budget 8 bottles to replace and the next budgets. This will go on for a total of 5 budget year spread.)

Replacement sensors:

Aim O2 sensor X 2 @ \$135.00 Each = \$270.00 (Sensor Life 12 months)

CO2 sensor X 2 @ \$250.00 Each = 500.00 (Sensor Life 24 months)

(The type Aim sensors we have to replace the is O2 sensor every 12 months and the CO2 sensors every two years. We have two of these detectors.)

**10-690-34 Volunteer Expenses:**        \$800.00

This will be used for Hep - Vac shots.  
Classes attended (registration Fee's)  
One over night stay if approved by Fire Chief

## NORTH TOPSAIL BEACH FIRE DEPARTMENT

**10-690-36 Uniforms:                      \$1,500.00**

This will be used for t-shirts cost \$8.00 ea. X 96= \$800.00 plus tax, and hats \$10.00 ea. X 48= \$480.00 plus tax. These are incentives to the volunteers. A small price to pay a person for being a volunteer for North Topsail Beach Fire Department. \$220.00 for replacement town logo shirts, for Fire Marshal / Asst. Fire Chief

**10-690-53 Dues / Subscriptions:    \$1,465.00**

This will be used for membership to NFPA \$650.00, International Association of Arson Investigators \$50.00, Fire Chiefs Association and NC Firemen's Association \$40.00, Fire News and NFPA Standards are included. Also Firemen's pension Fund \$240.00 and Annual Fire Department membership roster \$5.00 per firefighter 25 firefighters x \$5.00 = \$125.00 VFIS training Manuals/Videos \$360.00.

**10-690-54 Insurance / Vehicles:    \$8,500.00 (VFIS)**

This covers Buildings and portable equipment \$4,000.00, Vehicles \$1,500.00 and Sickness & Health with rider \$1,980.00. And \$1,000.00 deductible in case of vehicle accident or major damages to buildings. This is a separate insurance policy.

**10-690-57 Miscellaneous:                \$ 200.00**

This amount will be used for a item or items deemed needed one time only.

**10-690-73 Radio Upgrade:    \$3,000.00**

This is money that has come in from the Onslow County for the up grade of the new radio system in the County. This money is ear marked for this purpose. This would roll over from the 2000/01 to this budget 2001/02.

**10-690-74 Capital outlay / Equipment:    \$2,450.00**

Hydraulic Hose coupler machine  
With 1 1/2" head and 2 1/2' head and with expansion rings.

**10-690-75 FCB Loan:                      \$52,598.00**

This will be used to make payment number (3) three on the pumper/ladder truck.

## NORTH TOPSAIL BEACH FIRE DEPARTMENT

10-690-02: Salaries	\$ 51,660.00
10-690-04: Vol. Appreciation:	\$ 800.00
10-690-05: FICA	\$ 3,960.00
10-690-06: Insurance:	\$ 6,000.00
10-690-07: Retirement	\$ 5,170.00
10-690-08: 401k	\$ 1,550.00
10-690-10: Employee Training	\$ 500.00
10-690-14: Employee Mileage	\$ 00.00
10-690-16: Maint / Repair EQ	\$ 4,600.00
10-690-17: Maint. / Repair Vehicles	\$ 6,000.00
10-690-31: Automotive Supplies	\$ 4,250.00
10-690-33: Supplies / Materials	\$ 5,100.00
10-690-34: Volunteer Expenses	\$ 800.00
10-690-36: Uniforms	\$ 1,500.00
10-690-53: Dues / Subscriptions	\$ 1,465.00
10-690-54: Insurance / Vehicles	\$ 8,500.00
10-690-57: Miscellaneous	\$ 200.00
10-690-73: Radio Upgrade	\$ 3,000.00
10-690-74: Capital Outlay / EQ	\$ 2,450.00
10-690-75: FCB Loan	\$52,598.00
<b>TOTAL BUDGET</b>	<b>\$160,353.00</b>

Thomas Best  
 March 16, 2001 Budget #2a

Elections

**10-430-57 Election Expenses**                    **\$1,100.00**  
 Advertisements and expenses related to elections

**Total \$ 1,100.00**

Public Buildings/Facilities

**10-500-13 Utilities:**                            **\$24,000.00**  
 All utilities have been moved to this line item for town hall, fire department and public works. There was an increase to the utilities due to the rising cost of LP gas and the increase of the electric bill this past year.

**10-500-15 M&R Public buildings:** **\$7,500.00**  
 Annual Maintenance of four town buildings, this routine maintenance has been neglected in the past due to storm events.

**10-500-45 Pest Control:**                    **\$1,100.00**  
 Pest Control and termite bond for all four town buildings for public buildings.

**10-500-54 Flood/building Insurance:** **\$13,500.00**  
 Flood Insurance for town buildings.

**10-500-56 Property Mitigation:**                    **-0-**  
 Line used for cleaning up lots, and correcting problems that property owners fail or refuse to do. The mitigation will result in a lien for the cost the action taken

**10-500-72 Future Facilities:**                            **-0-**

**10-500-76 Notes payable BB&T:**                    **\$65,291.50**  
 Provided that LGC approves this proposal

**10-500-80 Storm Damage:**                            **-0-**  
 Will be used in storm event

**Total \$ 111,391.50**

Streets

<b>10-560-13 Street Lights:</b>	<b>\$17,000.00</b>
<b>10-560-33 Departmental Supplies:</b>	<b>\$750.00</b>
Supplies for streets such as road signs, sign posts, etc.	
<b>10-560-73 Street Repair/Construction:</b>	<b>\$34,857.00</b>
Powell Bill	
<b>10-560-80 Storm Damage:</b>	<b>-0-</b>
<b>Total \$ 52,607.00</b>	

Sanitation

<b>10-580-45 Sanitation-Contracted services</b>	<b>\$ 199,012.00</b>
Basic cost increased to \$157,611.00 at 2% CPI by waste industries contract. Tipping fees average 30,000.00 per year. Additional Dumpster collections (Public Work) average 11,400.00 per year. The increase of Solid waste service fees to 65.00 per taxable parcel will net 207,183.00 the remainder of these amount will be utilized to cover beach clean up, canisters, bags, and roadside clean up.	
<b>10-580-58 Solid Waste Fee Refunds</b>	<b>-0-</b>
This line item is used for refunds to taxpayers with unbuildable lots.	
<b>Total \$ 199,012.00</b>	

Recreation

<b>10-620-27 Special Events:</b>	<b>\$3,000.00</b>
Donation for July 4 <sup>th</sup> fireworks in Holly Ridge and Town Volunteer/Staff appreciation party	
<b>10-620-74 Capital Improvements-Recreation</b>	<b>-0-</b>
<b>Total \$ 3,000.00</b>	



**Committees****10-695-91 Planning Board: \$ 500.00**

Used for supplies and training the board member may need

**10-695-93 Beautification: \$ 2,400.00**

Increased to cover the remaining cost \$1,268.08 of snowflakes ordered in 2000-2001 fiscal year. The remaining \$1,132.00 is for plants and shrubs for the town areas.

**Total \$2,900.00**

**Beach renourishment/Dune Stabilization****10-720-73 Beach renourishment/Dune Stabilization: \$ 112,723.00**

Cama match for crosswalks: \$10,221.00

Marlow contract for 12 months: \$48,000.00

**10-720-80 Storm Damage:**

**- 0-**

**Total \$ 112,723.00**

**10-999-01 Contingency: \$ 10,000.00**

**Total \$ 10,000.00**

## Revenues

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-301-01 Taxes Prior Year	\$23,550.00	\$3,500.00	\$27,050.00
10-317-00 Penalties & Interest	\$5,600.00	\$870.00	\$6,470.00
10-325-00 Privilege Licenses	\$5,000.00	\$500.00	\$5,500.00
10-329-00 Interest income	\$58,000.00	\$11,250.00	\$69,250.00
10-335-00 Miscellaneous	\$6,200.00	\$423.00	\$6,623.00
10-335-10 Misc Permits & Fines	\$880.00	\$12.00	\$892.00
10-336-06 Donations- Beautification	\$1,460.00	\$1,690.00	\$3,150.00
10-355-01 Mechanical Permits	\$4,000.00	\$875.00	\$4,875.00
10-355-02 Electrical Permits	\$11,950.00	\$1,650.00	\$13,600.00
10-355-05 Homeowners Recovery Fee	\$200.00	\$65.00	\$265.00
10-357-08 Zoning Permits	\$1,880.00	\$650.00	\$2,530.00
10-359-00 Refuse collection	\$190,930.00	\$3,065.00	\$193,995.00
10-345-00 Local Option Sales Tax	\$112,500.00	\$22,171.00	\$134,671.00
10-341-00 Beer & Wine Tax	\$4,600.00	\$362.00	\$4,962.00
10-355-03 Plumbing Permits	<u>\$4,000.00</u>	<u>\$415.00</u>	<u>\$4,415.00</u>
	<u>\$430,750.00</u>	<u>\$47,498.00</u>	<u>\$478,248.00</u>

**Revenues increased \$47,498.00**

### Revenues came in higher than expected

10-335-00 Anticipated Revenues for 4-town meeting  
All other revenues came in higher than anticipated

## Governing Body -- Administration -- Buildings

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-410-04 Professional Services	\$14,000.00	\$1,601.00	\$15,601.00
10-410-14 Travel-Training	\$385.00	\$193.00	\$578.00
10-410-58 Tax Refunds	\$1,857.00	\$15.00	\$1,872.00
10-410-43 Auditor	\$11,500.00	(\$300.00)	\$11,200.00
10-410-45 Tax Collection Fees	\$19,387.00	(\$704.00)	\$18,683.00
10-410-50 Donations Other Organizations	\$865.00	(\$805.00)	\$60.00
10-410-42 Charter Code Services	\$2,600.00	(\$779.00)	\$1,821.00
10-410-57 Miscellaneous	\$250.00	\$27.00	\$277.00
10-420-08 401(k)	\$3,593.00	\$248.00	\$3,841.00
10-420-10 Employee Training	\$6,043.00	\$32.00	\$6,075.00
10-420-11 Telephone pagers	\$27,084.00	\$1,500.00	\$28,584.00
10-420-09 Workers Compensation	\$10,713.00	\$147.00	\$10,860.00
10-420-12 Manager Expense Account	\$1,200.00	\$513.00	\$1,713.00
10-420-53 Dues & Subscriptions	\$2,550.00	\$20.00	\$2,570.00
10-420-07 Retirement	\$11,976.00	(\$2,000.00)	\$9,976.00
10-420-02 Salaries	\$119,760.00	(\$1,000.00)	\$118,760.00
10-500-15 M & R Buildings	\$10,650.00	\$1,333.00	\$11,983.00
10-420-45 Contracted Services	\$19,024.00	\$21.00	\$19,045.00
10-410-53 Dues & Subscriptions	<u>\$665.00</u>	<u>(\$62.00)</u>	<u>\$603.00</u>
	\$264,102.00	\$0.00	\$264,102.00

- 10-410-04 Lawyer line item higher due to title searches
- 10-410-14 Travel made by board member i.e.: Town Hall Day
- 10-410-58 Refund for prior year taxes
- 10-420-09 Deductible for employee injury
- 10-420-12 Expense for 4-town meeting to be invoiced to other towns
- 10-500-15 repairs made to air conditioners at Town Hall and Fire Department
- 10-420-11 Expenditure higher than anticipated, increased to cover rest of year

### Inspections Department

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-491-02 Salaries	\$74,110.00	\$12,248.00	\$86,358.00
10-491-05 FICA	\$6,439.00	\$380.00	\$6,819.00
10-491-07 Retirement	\$7,111.00	(\$1,100.00)	\$6,011.00
10-491-06 Group Insurance	\$7,080.00	(\$600.00)	\$6,480.00
10-491-08 401 (K)	\$2,133.00	\$489.00	\$2,622.00
10-491-10 Employee Training	\$2,000.00	(\$430.00)	\$1,570.00
10-491-53 Dues & subscriptions	\$400.00	(\$60.00)	\$340.00
10-491-57 Miscellaneous	<u>\$75.00</u>	<u>(\$50.00)</u>	<u>\$25.00</u>
	\$99,348.00	\$10,877.00	\$110,225.00

**Needed to Balance    \$10,877.00**

10-491-02 increased to cover receptionist position, money is reserved in fund balance  
 10-491-05 increased to cover receptionist position, money is reserved in fund balance  
 10-491-08 increased to cover receptionist position, money is reserved in fund balance

### Police Department

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-510-02 Salaries	\$284,434.00	\$6,000.00	\$290,434.00
10-510-05 FICA	\$21,760.00	\$4,484.00	\$26,244.00
10-510-17 M & R Vehicles	\$6,700.00	\$1,300.00	\$8,000.00
10-510-07 Retirement	\$28,444.00	(\$1,000.00)	\$27,444.00
10-510-53 Dues & Subscriptions	\$1,200.00	(\$600.00)	\$600.00
10-510-57 Miscellaneous	\$500.00	(\$300.00)	\$200.00
10-510-32 Office Supplies	\$1,500.00	(\$60.00)	\$1,440.00
10-510-16 M & R Equipment	\$4,000.00	(\$150.00)	\$3,850.00
10-510-10 Employee Training	\$4,500.00	(\$1,336.00)	\$3,164.00
10-510-04 Professional Services	<u>\$650.00</u>	<u>(\$160.00)</u>	<u>\$490.00</u>
	\$353,688.00	\$8,178.00	\$361,866.00

**Needed to Balance    \$8,178.00**

10-510-02 salaries increased because we had two police officer leave,  
 overtime was paid to cover shifts when reserve officer were not available  
 10-510-05 Increased to cover FICA expense for both part-time and full time salaries  
 10-510-17 Increase due to unanticipated repairs made to police cars

## Public Works -- Fire Department

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-545-16 M&R Equipment	\$5,000.00	\$300.00	\$5,300.00
10-545-03 Part-time Salaries	\$12,485.00	(\$1,155.00)	\$11,330.00
10-545-57 Miscellaneous	\$500.00	(\$440.00)	\$60.00
10-545-53 Dues & subscriptions	\$100.00	(\$80.00)	\$20.00
10-690-02 Salaries	\$49,215.00	\$1,793.00	\$51,008.00
10-690-08 401(K)	\$1,477.00	\$160.00	\$1,637.00
10-690-17 M & R Vehicles	\$5,000.00	\$289.00	\$5,289.00
10-690-53 Dues & subscriptions	\$1,500.00	\$135.00	\$1,635.00
10-545-36 Uniforms	\$1,998.00	(\$29.00)	\$1,969.00
10-690-06 Group Insurance	\$4,680.00	\$508.00	\$5,188.00
10-690-05 FICA	\$3,765.00	\$522.00	\$4,287.00
10-690-04 Volunteer Appreciation	\$1,000.00	(\$355.00)	\$645.00
10-690-10 Employee training	\$1,000.00	(\$148.00)	\$852.00
10-690-36 Uniforms	<u>\$1,998.00</u>	<u>(\$1,500.00)</u>	<u>\$498.00</u>
	\$89,718.00	\$0.00	\$89,718.00

10-545-16 Repairs to equipment higher than anticipated  
 10-690-02 Resulted from Fire Marshal's salary not being divided between Fire & Public Works  
 10-690-08 Resulted from Fire Marshal's contribution not being divided between Fire & Public Works  
 10-690-17 Repairs to vehicles higher than anticipated  
 10-690-06 Resulted from Fire Marshal's contribution not being divided between Fire & Public Works  
 10-690-05 Resulted from Fire Marshal's contribution not being divided between Fire & Public Works

## Sanitation -- Beautification Committee

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-580-45 Sanitation	\$175,000.00	\$20,436.00	\$195,436.00
10-695-93 Beautification	\$2,459.00	\$1,104.00	\$3,563.00
10-999-01 Contingency	<u>\$140,844.00</u>	<u>\$5,570.00</u>	\$146,414.00
	\$318,303.00	\$27,110.00	\$345,413.00

**Needed to balance \$27,110.00**

10-580-45 Expenditure higher than anticipated--Majority of this expenditure is being off set by the increase on the revenue side.  
 There is an \$1,441.00 difference (expenditure over revenue.)

10-695-93 Expenditure higher to cover the purchase of shirts  
 there is a \$413.00 difference (expenditures over revenues)

10-999-01 Actual Contingency after BA#8 is -\$10,055.00  
 It has increased by \$5,570.00  
 If the remainder is not recovered \$10,055.00 will have to be taken from Fund Balance

Total Revenue Increases	<u>\$47,498.00</u>
Total	<u>\$47,498.00</u>

**Over-expenditures for each department**

Administration	\$0.00
Inspections	\$10,877.00
Governing Body	\$0.00
Public Works	\$0.00
Fire Department	\$0.00
Beach Renourishment/Dune Stabilization	\$0.00
Public Facilities	\$1,333.00
Police Department	\$8,178.00
Sanitation	\$20,436.00
Committees	\$1,104.00
Contingency	<u>\$5,570.00</u>
	<u>\$47,498.00</u>

\$47,498.00
<u>(\$47,498.00)</u>
\$0.00

## Balanced Budget After BA #8

## General Fund Revenues

301	Property Taxes	\$1,077,342.00	8th
310	Inventory Tax reimb	\$11,400.00	5th
317	Penalties & Interest	\$6,470.00	8th
325	Privilege Licenses	\$5,500.00	8th
328	Cable Franchise	\$12,000.00	
329	Interest on Investments	\$69,250.00	8th
335	Miscellaneous	\$2,799,843.00	8th
336	Donations/ Miscellaneous	\$93,395.00	8th
337	Utilities Franchise Tax	\$65,500.00	
339	Intangible property tax	\$24,145.00	*
341	Beer & Wine Tax	\$4,962.00	8th
343	Powell Bill	\$42,232.00	**
345	Local Option sales tax	\$134,671.00	8th
346	Local Op Sales Tax- Co	\$52,000.00	
348	NCLM Grant/GHSP	\$28,000.00	6th
349	Mosquito Grant	\$3,000.00	
351	Officer Fees & violations	\$5,600.00	6th
351	Police Dept Training	\$1,000.00	*
355	Building permits	\$38,155.00	8th
357	CAMA Permits	\$4,885.00	8th
359	Refuse Collection	\$193,995.00	8th
367	Tax Refunds- State/Federal	\$31,886.00	6th
368	Other State/County Revenues	\$132,946.00	7th
383	Sale of fixed Assets	\$30,000.00	
399	Fund Balance-appropriated	\$0.00	
	SUBTOTAL	\$4,868,177.00	
	Police Asset Fund	\$8,500.00	
	Total Overall Budget	\$4,876,677.00	

\* indicates change from original budget-BA#1

\*\* indicates change from original budget-BA#2

\*\*\*indicates change from original budget-BA#3

4th indicates change from original budget- BA#4

5th indicates change from original budget- BA #5

6th indicates change from original budget-BA#6

7th indicates change from original budget-BA#7

8th indicates change from original budget-BA#8

	\$4,876,677.00
	<u>-1,833,474.00</u>
Increased original budget by	\$3,043,203.00

General Fund Expenditures

410	Governing Body	\$56,894.00	6th
420	Administration	\$285,267.00	6th
430	Elections	\$0.00	
490	Planning/Zoning/CAMA	\$0.00	
491	Inspections	\$139,093.00	8th
500	Public Facilities	\$185,212.00	8th
510	Police	\$613,564.00	8th
545	Public Works	\$134,942.03	5th
560	Street Improvements	\$130,266.00	4th
580	Sanitation	\$196,216.00	8th
620	Recreation	\$2,912.00	4th
690	Fire Department	\$155,564.97	***
695	Committees	\$4,063.00	8th
720	Beach renourishment/dune	\$2,817,769.00	7th
999	Contingency	\$146,414.00	7th
	SUBTOTAL	\$4,868,177.00	
	Police Asset Fund	\$8,500.00	
	Total overall Budget	\$4,876,677.00	

\$4,876,677.00

-\$4,876,677.00

\$0.00 expenditures under revenues



**TOWN OF NORTH TOPSAIL BEACH  
PUBLIC HEARING AND REGULAR BOARD MEETING  
JULY 5, 2001  
6:30 P.M.**

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Otis Sizemore, Charles Hammond, Town Manager, Loraine Carbone, Town Clerk

**NOT PRESENT:**

Alderman Bill O'Donnell and Attorney Bill Fuss

**QUORUM:**

Mayor Bostic called the Public Hearing to order at 6:30 P.M. in the North Topsail Beach meeting room and declared a quorum present.

**PUBLIC HEARING - HAZARD MITIGATION PLAN:**

Mr. Hammond noted that to continue to be eligible for FEMA Public Assistance money and programs, municipalities must have an approved Hazard Mitigation Plan. Adopting the Hazard Mitigation Plan has an affect on the Town's N.F.I.P. and CRS ratings.

North Topsail Beach, Surf City and Topsail Beach participate in a joint plan that also results in three individual town plans. The plan was funded 75% by CAMA and 25% by the 3 municipalities. Each plan must be presented for public comment and approval by the Board of Aldermen to meet N.F.I.P and FEMA requirements.

The plan mandates that a Hazard Mitigation Committee be appointed. It is my recommendation that the Planning Board be assigned this task as an additional duty.

Alderman Flynn asked if any other requirements would be required for NTB. Mr. Hammond noted that we just have an overview, not a GIS System. In order to do that we would have to go to the County or ECC. ECC is preparing a presentation for NTB. Alderman Flynn said NTB has a CRS rating of 8. What actions could cause our rating to drop? Sue McLaughlin noted that the new flood plain would drop our CRS rating. Storm water is handled by the State. Alderman Flynn said that we would be responsible for storm water in 5 to 6 years.

Mayor Bostic questioned the property values for NTB. Mr. Hammond said that they collected their data from Onslow County. Mayor Bostic questioned the accuracies of their figures. Mr. Hammond will investigate.

**ADOURNMENT OF PUBLIC HEARING:**

The Public Hearing adjourned at 6:40 p.m.

**REGULAR MEETING:**

The regular meeting was called into session at 7:00 p.m.

**INVOCATION:**

Ed Creech, of the North Topsail Beach Baptist Church, gave the Invocation.

**APPROVAL OF AGENDA:**

Mayor Bostic noted that Alderman O'Donnell could not attend and he requested to table the CAMA contract and the 20% discount removed from properties. We will address those issues on Friday, July 13<sup>th</sup> at 6:00 p.m.

Mayor Bostic presented a Certificate of Appreciation to Marge Lombardo and thanked her for her dedication to NTB.

**REQUEST TO ADDRESS THE BOARD:****Planning Board:**

Joe Vecchione, Chairman of the Planning Board, stated that the Planning Board revised the Zoning Petition and also increased the application fees. The committee felt that NTB needs to keep up with our surrounding towns. The revisions are easier to understand. The Planning Board asked the board approval for a public hearing. Mayor Bostic said we need to check to see if those changes are allowable by law.

Alderman Flynn asked if the present fee was \$75.00. Mr. Vecchione said yes. Alderman Flynn asked if the splitting of the fees was a new issue. Mrs. McLaughlin said there is a significant amount of work between the 2 applications. Mr. Vecchione said he would also be working on the Land Use Plan with the Planning Board.

Alderman Sizemore suggested that we include in the procedures that a sign should be posted on the property. Alderman Flynn asked if there would be a grace period. Mr. Vecchione felt that it would be instantaneous.

Mrs. McLaughlin noted that if a commercial property wanted to rezone to R10, the lot is already 10,000 sq. ft., and that is considered a simple rezoning. If they wanted to build homes in a development, like Dolphin Shores, it would entail more work.

A public hearing will be scheduled for August 2, 2001 at 6:30 p.m.

**OPEN FORUM:**

Jerry Price, of 3212 Island Dr. stated that he moved here permanently in December. He has had many problems with the phone service and asked if there was anything we could do to improve services. Alderman Flynn asked the Town Manager to inquire as to the problems.

**CONSENT AGENDA:**

The Consent Agenda consisted of: Board Minutes of June 14, 2001; F.Y.I. Reports; Charter Communication Increase in rate structure; Resolution endorsing one-cent local option sales tax.

Alderman Flynn noted that in last month's minutes, Attorney Fuss was to send out letters to residents on the north end. Mr. Hammond said the letters have not gone out yet.

Alderman Sizemore asked that the Resolution endorsing a one-cent local option sales tax be removed from the consent agenda for discussion.

Alderman Smith moved, seconded by Alderman Flynn approval of the Consent Agenda. The motion passed unanimously.

**RESOLUTION ENDORSING THE ENACTMENT OF AN ADDITIONAL ONE CENT LOCAL OPTION SALES TAX:**

Mr. Hammond noted that the County drafted a Resolution asking municipalities to support a one-cent local sales tax.

Alderman Sizemore said the County has realized an increase in advalorem taxes and we addressed the board of commissioners to support us and received no support. It is time for them to realize that we expect their support too.

Alderman Flynn felt that it wouldn't do anything for us. Mayor Bostic said our portion would come back to us. Alderman Flynn noted that we have no commercial enterprises for us to generate any money. Mayor Bostic said that the money generated in NTB goes in a lump sum and is distributed by population. If the County gets more money, we would get more money. Alderman Sizemore said it would be a nightmare for business people to pay the one-cent tax.

Alderman Flynn said that this is essentially a PR piece, but it does not mean that the one-cent tax would be executed. Alderman Smith felt that he could not support the one-cent tax. Alderman Hillyer did not go along with the PR aspect.

The consensus of the Board was to table this issue until the July 13<sup>th</sup> meeting.

**OLD BUSINESS:****Howard Marlowe Contract:**

After a discussion on the Howard Marlowe contract, he has agreed to cut his cost by 25% to \$3,000/month. He will provide me a copy of what the new proposal would entail. Up to this point he has been working 18 hours/month and would cut it to 12 hours/month and

would not take as many trips to Wilmington. He would ensure the important issues would be carried out.

Alderman Flynn said that we need Mr. Marlowe. When you sit with the Corps, you need guidance. Once our agreement is signed, we are locked in. Mr. Marlowe is most knowledgeable in the country in this area. We need to sign the contract and we will benefit from his services. Alderman Smith agreed and felt that he was valuable to us. Alderman Sizemore agreed that we would need him and felt that Surf City would benefit from his services without paying the costs. Alderman Hillyer agreed that Mr. Marlowe was beneficial to us. Alderman Flynn moved, seconded by Alderman Smith the execution of the contract with Howard Marlowe at the reduced rate of \$3,000.00/month. The motion passed unanimously.

### **2001/2002 Powell Bill Road Improvements:**

Mr. Hammond presented a chart that indicated the proposed road improvements in NTB with the 2001/2002 Powell Bill funds. The following roads will be paved or graveled: 3<sup>rd</sup> Avenue, sound side; 5<sup>th</sup> Avenue, ocean side; 12<sup>th</sup> Avenue, sound side; 13<sup>th</sup> Avenue, sound side; 14<sup>th</sup> Avenue, sound side; 22<sup>nd</sup> Avenue, sound side; and Haven Street, sound side.

Using the priority of permanent residents, the total cost of the road improvements will be approximately \$26,752.00. These figures are based on figures provided by John Parker and Associates.

Mr. Hammond requested permission to go out for bids.

Alderman Sizemore noted that on 21<sup>st</sup> Avenue and Topsail Road, the gravel that was put in has run out and cars are getting stuck. Mr. Best said it needs to have some clay put in there to build it up. Mayor Bostic said he could get some clay to put there. Alderman Flynn questioned the priority sequencing. Mr. Hammond noted that 1,2 and 3 were done last year, but it wasn't deleted from the chart.

Consensus was to have the manager go out for bids. It will be advertised next week and we will bring the bids back in August for approval. Mayor Bostic asked that in the future instead of saying 3 inches on a given area, use tonnage.

### **NEW BUSINESS:**

#### **HAZARD MITIGATION PLAN:**

Alderman Flynn moved, seconded by Alderman Smith approval of the Hazard Mitigation plan. The motion passed unanimously.

#### **Hurricane Plan Review/Update:**

After a staff review of the 2000 Hurricane Plan, it was felt that no changes or modifications were needed. All departments were reminded of the importance of this issue and the need to be completely familiar with duties and responsibilities.

County EMS will hold their first area hurricane meeting with NTB department heads on July 11, 2001. Additional information may be provided at a later date.

Alderman Flynn said there have been two major stumbling blocks with the county, one was the cut off of water, and secondly, a visitor asked how we determine whether we will evacuate voluntarily or mandatory. Mr. Hammond said we have followed the County. Mayor Bostic said there is a committee that decides. We have been asked to call it mandatory because it affects insurance coverage. We can curtail people driving around, close the roads and force them to remain in their homes. The state determines whether or not to close the bridge. Alderman Flynn said we need to have someone here who is knowledgeable and to ensure that Onslow County takes note that we are here and on an Island. If the swing bridge is in trouble, it affects us tremendously. The plan needs to be reviewed in depth. A training session would be advisable with the county.

Police Chiefs have worked out re-entry procedures. Alderman Sizemore said we might need a refresher course on the cooperation of all 3 towns. Alderman Flynn asked the town manager to report back to the Board on his findings.

#### **MANAGER'S REPORT:**

1. Attorney Bill Fuss has asked that a board member work with us on the north end properties and Ocean City Pier issues and suggested Alderman Sizemore.
2. I have contacted Ms. Outlaw (Beach Properties) about the Town's interest in owner financing of the lots besides the south end fire station. I have not heard from her yet.
3. We have had a request to construct some type of boat/kayak access to the Stump Sound Waterway. Is the Board interested in looking into this as a possible CAMA Grant for next year? Mr. Starzynski told Mr. Hammond that Beach Access #2 abuts a water section and the County might be interested in joining us. The homeowners at the end of Reeve Street wish to turn that access over to NTB. Mr. Hammond was not sure of the requirements, but it could become a public launch. Mayor Bostic said there is no parking at Reeve Street and the water at the County access is not deep enough. Alderman Flynn said that we should look at other avenues to see where we could put a launch. Alderman Sizemore asked if we have a dedicated launch on Green Street? Mr. Best said that it is private property.
4. Kathy Mosher has been in contact with Tommy Best on the metal Rip Tide signs. They are being ordered.
5. The Island marker signs have been ordered. We will need a total of 42 signs and posts. 8 for Topsail Beach, 12 for Surf City and 22 for North Topsail Beach. The total cost is \$463.00. The other towns will be invoiced. The Board felt that the posts should be higher. Alderman Flynn asked if there would be pictures on the markers?
6. We have received an application from Arthur Pasquantonio to sit as an alternate for the Planning Board. Is it the consensus of the Board to appoint

him as an alternate member? Mr. Vecchione thought he would be an asset to the planning board. Alderman Flynn moved, seconded by Alderman Smith approval of Arthur Pasquantonio's appointment as an alternate to the Planning Board. The motion passed unanimously.

7. I would like to congratulate Chief Salese for his completion of the Law Enforcement Executive Program. This was a 6-month course dealing in management and law enforcement issues.
8. Lastly, I regret that I have received and accepted the resignation of Marge Lombardo from the Board of Adjustments. We will advertise for this position and hopefully have a few candidates for the August Meeting.

**MAYOR'S REPORT:**

Mayor Bostic noted that the use of the phones at town hall have to be monitored and not used for personal use. Mayor Bostic was glad to see the Island busy this week.

**ALDERMEN'S REPORT:**

Alderman Hillyer noted that there is a need for more signs at the public access on the north end. A small sign says "no vehicle on beach". There should be larger signs that say "No vehicles beyond this point". Thomas Best will look into this issue.

Alderman Flynn said "God Bless America"!

**RECESS:**

The board meeting recessed at 8:00 p.m. and will reconvene on Friday, July 13<sup>th</sup> at 6:00 p.m.

Respectfully submitted,

  
Loraine M. Carbone  
Town Clerk

TOWN OF NORTH TOPSAIL BEACH  
RECESSED MEETING OF JULY 5, 2001  
JULY 13, 2001  
6:00 P.M.

Mayor Pro-tem Steve Smith called the recessed meeting to order at 6:05 PM

Mr. Hammond presented additional agenda items to the Board for the recessed meeting.

Aldermen Flynn made the motion to not add any additional items to the agenda that these items could wait for the next scheduled regular meeting.

Mayor Bostic asked for the agreement of the Board in not adding additional items to the agenda.

2001/2002 CAMA Contract

The Board of Aldermen had tabled the contract from the July 5, 2001 meeting.

Mr. Hammond explained that the new contract has a difference from the previous contracts, the new contract has a cap on the reimbursements for the year.

Aldermen Flynn felt that signing the contract was good for the citizens and the town.

Aldermen O'Donnell is opposed to signing the contract, feels that the contract is not agreeable.

Aldermen Sizemore made no additional comments.

Aldermen Smith felt that it would increase the revenues to the town.

Aldermen Hillyer feels that the CAMA is a great benefit to the citizens to the town and is in favor of signing the contract.

Mayor Bostic asked for motion to approve the signing of the contract, Aldermen Flynn made the motion, seconded by Aldermen Hillyer. Motion passed 3 to 2.

Removal of 20% Discount by Onslow County

Mr. Hammond explained that at the Onslow County Budget Meeting on June 27, 2001, the County Commissioners agreed to remove the 20% percent discount on North Topsail Beach's properties. The town would receive \$256,000.00 more in anticipated revenues from the county.

Mr. Hammond explained that at the passing of the budget, a contingency plan was put in if the town received additional money then the Board would look at reinstating some items that were cut. Aldermen Flynn proposed at the last budget meeting to reinstate merit raises and cost of living allowances for the town employees.

Mr. Hammond also stated that the current budget was passed with splitting the town hall payment in half.

Aldermen Smith disagreed with paying the full payment on the town hall building, if there is no penalty in not paying the full payment, then leave the split payment in the budget.

Mrs. King explained that the LGC only allowed the town to split the payment because of the financial situation of the town. She explained to the Aldermen that now that we have extra money we need to pay the whole amount.

Aldermen Hillyer asked if we had to get the LGC permission to split the payment.

Aldermen Sizemore stated that if it is necessary to pay the full payment then to pay it, but that decisions should be deferred until they can take longer to decide what to do with the additional money.

Aldermen O'Donnell said that he was not in favor of spending the money. He felt that they should leave the budget as it was passed. In fact to set the money aside and return it to the citizens by a tax decrease in the next year.

Aldermen Flynn stated that the cost of living and the merit raises should be reinstated and leave the rest of the money for further decision.

Aldermen Hillyer agreed with Aldermen Sizemore and Aldermen Flynn.

Mayor Bostic asked for a consensus for a budget amendment for the next schedule meeting of the board. The Board agreed to discuss the budget amendment at the next regularly scheduled meeting.

#### Approval/Disapproval of Resolution for Increase in 1% Percent Sales Tax

Mayor Bostic told the Board that the state was proposing an increase in the sales tax by 1%. Onslow County commissioners have asked the local municipalities to support this increase. He explained that this increase in taxes would bring into the county additional revenues and that the town would receive additional money from this tax.

Aldermen Flynn voiced a concern on the amount of money that the town would actually receive.



In addition, Aldermen Sizemore and Aldermen O'Donnell voiced concerns on the increases of taxes, and just how much money would be returned to the town with this increase.

Mr. Hammond explained that the League of Municipalities had requested the support of the bill, but the resolution came from Onslow County.

Mayor Bostic stated that the state and the town experienced a short fall this year, and without passing this bill, they would experience a short fall next year.

Aldermen Flynn reminded the Board that other towns and the county had supported them with resolution, and he thought that they should support this resolution for that reason.

Mayor Bostic asked for a motion to support the Resolution, motion made by Aldermen Flynn, seconded by Aldermen Smith. Motion passed 3 to 2.

Mr. Hammond announced that Mr. Mike Fickel had resigned and that it would be effective July 31, 2001.

Aldermen O'Donnell asked the Mayor not to fill the Assistant Fire Marshall position at this time.

Mr. Hammond explained that this position is vital during the summer and hurricane months.

Aldermen O'Donnell felt that the board should discuss alternate options of filling this position.

Aldermen Flynn noted that with the resignation, he felt that this discussion should come before the next meeting.

Aldermen Smith thought that we should advertise for a replacement immediately.

Mayor Bostic asked for the dates for the special meeting to discuss the replacement. The date is set for Monday the July 23, 2001 at 7:00 PM.

The Board moved to a closed session at 6:56 pm.

Respectfully submitted,

Sue McLaughlin  
Recording Secretary

**TOWN OF NORTH TOPSAIL BEACH  
SPECIAL MEETING  
JULY 23, 2001  
7:00 P.M.**

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Otis Sizemore, and Charles Hammond, Town Manager, Sue McLaughlin Assistant, Mr. Bill Fuss, Attorney

**NOT PRESENT:** Dr. Bill O'Donnell

**QUORUM:**

Mayor Bostic called the meeting to order at 7:23 PM in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Discussing the Options on the position of Assistant Fire Marshal

**NEW BUSINESS:**

Discussion on Assistant Fire Marshal Position

Mayor Bostic explained the options for filling the position of Assistant Fire Marshal and whether to modify, or leave vacant.

Mr. Hammond gave a brief history on the position and explained that if they eliminate that position, and just hired a fire fighter, the cost of the salary and benefits would be more for the town. The town would have to hire additional personnel to comply with the fair standard labor laws. To comply with the law, it would require 3 positions. The current position is an exempt employee on salary, to replace with just fire fighters, they would need more people.

Alderman Flynn asked about the town requirements for fire safety in the town. He wanted to know what they needed and what were the requirements.

Mr. Hammond explained that he and Mr. Thomas Best (Fire Marshal) looked back at the duties, and that a basic fire fighter would not have the training required handling the required reports and training. Recommended two choices; fill the position or hire an additional personnel as basic fireman. The problem is the hours that firemen must work and additional training the personnel would require. The firefighter personnel would cost the town an additional \$38,000.00 in salary and benefits.

Mayor Bostic asked would be the repercussion if we did not fill the position and just had the Fire Marshal.

Mr. Hammond noted that we would have to hire another Public Works Director and Mr. Best could fill this position. In addition, we have always had this position, to live on the north end of the island.

Alderman Sizemore questioned about hiring a new Public Works Director vice the Assistant Fire Marshal and what was the difference in salaries.

Mayor Bostic stated that having the Assistant Fire Marshal would save the citizens on their insurance.

Alderman Sizemore asked if there would be any additional benefit to freeing Mr. Best from the Public Works billet and just having him as the Fire Marshal.

Mr. Best stated that he could not guarantee that he could be on the island 24 hours, 7 days a week.

Alderman Hillyer felt that the system that we have now is the one that works the best and is the best for the town.

Mr. Hammond asked Mr. Best, how would the ISO look at one Fire Marshal.

Alderman Sizemore wanted to know what would be best for the town by having a full time public works director and having Mr. Best as a full time Fire Marshal.

Mayor Bostic asked Mr. Best if all 3 fire fighters would count in the ISO rating.

Mr. Thomas Best said that they should count as a 3.

Mayor Bostic has a concern with the first response time and how this would effect the fire fighters response time.

Alderman Flynn asked if the selection criterion, which they have in front of them is valid information.

Mr. Hammond explained that this was a guideline from the personnel policy to fill the position.

Alderman Flynn questioned Mr. Best on his opinion.

Mr. Best stated that having two positions at each end has always worked for the town and can be an insurance issue. He explained that all equipment at each station was supposed to roll on each call. Safety for the fire fighters is also an issue.

Alderman Flynn stated that he would rely on Mr. Best's opinion.

Alderman Smith asked what is the schedule for fire inspection. Mr. Best explained that the state would start inspecting every municipality every 3 years.

Mr. Best explained that with a class 6 that the citizens were being saved \$380,000.00 annually. Mr. Best stated that private insurance companies supplied this information.

Mayor Bostic asked if there were any more questions.

Alderman Flynn asked if the positions would be hard to fill.

Alderman Hillyer asked if we do specify that they must live on the island and is this position key in finding volunteers for the department.

Mayor Bostic asked for action to leave position as advertised or change.

Alderman Flynn made the motion to leave position as it is, seconded by Aldermen Hillyer.

Alderman Smith told the Board that he would not vote because of possible conflict of interest.

The motion passed with a 3 to 0 vote.

Mayor Bostic moved to a closed session for personnel issues at 7:55 PM.

**ADJOURNMENT:**

Respectfully submitted,

Sue McLaughlin  
Recording Secretary

**TOWN OF NORTH TOPSAIL BEACH  
PUBLIC HEARING AND REGULAR BOARD MEETING  
AUGUST 2, 2001  
6:30 P.M.**

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Charles Hammond, Town Manager, Loraine Carbone, Town Clerk, Bill Fuss, Attorney

**QUORUM:**

Mayor Bostic called the Public Hearing to order at 6:33 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**PUBLIC HEARING:**

Mr. Hammond noted that the Planning Board has requested that we change the rezoning applications and increase the fees for applications. He noted that Mr. Vecchione, Chairman of the Planning Board, is here on behalf of the Planning Board to answer any questions.

Sue McLaughlin noted that at the last meeting, Alderman Sizemore wanted to add that a sign be put on the property. Also, Alderman O'Donnell requested that it should be placed across the street from the property. General Statutes 160A 385 states that you can go across the street. Mr. Vecchione also noted that it is legal to do so.

Mrs. Sizemore asked what the rules were before. Mrs. McLaughlin said it used to say abutting the land and we didn't address property across the street. Mr. Vecchione noted that we are just changing the wording on the application and the fees would increase if approved.

The Public Hearing recessed at 6:40 p.m.

The Public Hearing was called back into order at 6:56 p.m. and there was no discussion.

**ADJOURNMENT OF PUBLIC HEARING:**

Alderman Smith moved, seconded by Alderman O'Donnell to adjourn the Public Hearing. The motion passed unanimously.

**CALL TO ORDER OF REGULAR MEETING:**

The regular meeting was called to order at 7:00 p.m.

**APPROVAL OF AGENDA:**

Alderman O'Donnell requested that the comp time report be taken out of the consent agenda. He also added discussion regarding the scheduling of public hearings. Mayor Bostic added an Executive Session and Closed Session at the end of the meeting. Alderman Smith moved, seconded by Alderman Flynn approval of the agenda with the appropriate changes. The motion passed unanimously.

**REQUEST TO ADDRESS THE BOARD:**

Bill Price, the new Planning Director for Onslow County, discussed a Comprehensive Plan for Onslow County. The Comprehensive Plan began back in the spring when the Onslow County Board of Commissioners received a grant. The plan will be a 20-year plan and we need to decide what we want to be and what we want to become.

Onslow County is diversified. This plan will not be just about future growth, but also about preservation of issues, quality of life, that is relative to each area in Onslow County. This would be a good opportunity for unincorporated areas. We are looking at citizen participation, whereby they will create the plan with committee members. The county has never done long range planning for unincorporated areas.

Some issues will be land use, housing, school buildings, economic development and population, among many others. If we adopt this plan next year it will be from 2002 to 2022. It will be a constant evolving plan. It will also be a citizen-based plan. We are here for the citizens. Information will go out through newsletters, a link to the County website, newspapers, cable TV and flyers in various stores.

There are 5 townships and we will try to get citizens from each township to serve. We are proposing 4 committees with two representatives from each of the township areas. In addition, we are looking at a planning board rep from each municipality to serve.

We will also use a Joint land use study, for the purpose of minimizing long-term affects. The Committee will include the military. Timing is in line with our comprehensive plan. There are two separate studies and grants. We will combine both documents so anyone could look at the documents and have an understanding of where Onslow County is headed. Sub-committees may be formed.

Success of the plan is being flexible and being able to change over the years. The time period is 12 to 15 months. The document would serve as a foundation for the County to deal with other issues. Mr. Price said that they would like to have NTB's involvement since we are all part of Onslow County.

Alderman Flynn asked if this document reflects zoning recommendations. Mr. Price said that it is a good possibility, but he would not want to dictate what citizens want incorporated in the plan. Alderman Flynn said that since we have a land use plan he doesn't see any mention of Onslow County looking at the beach requirements. We are incorporated, will there be movement on the County to include the beach in the comprehensive plan? Mr. Price said it could be. This will be a process for the

committee. Alderman Flynn asked if there was support with the County that supports ETJ on a municipality basis. Mr. Price could not answer this question, but did say that all issues could be on the table.

Mayor Bostic noted that there are different aspects of plans. Mr. Price noted that the Commissioners endorsed us doing the comprehensive plan rather than going with "Smart Growth". Our plan is more citizen friendly. It can take into account our diversity.

Mayor Bostic thanked Mr. Price for his presentation.

#### **OPEN FORUM:**

Jan Hobbs, Director of the Topsail Chamber of Commerce, addressed the Board. She noted that Mr. Hammond has requested that we do a Festival for NTB. We are investigating possibilities for a beach music festival under the high-rise bridge, but it has been difficult contacting the property owner there. On August 15<sup>th</sup>, the Chamber is sponsoring another open meeting at the Jones Onslow office at 8:00 am in Sneads Ferry. They also plan to represent our area at the home show in Charlotte. This should be a plus for Topsail Island since 50,000 people should attend this show. There are planning stages for a large ad in our state's magazine in September. The Chamber is also working on the 2002 directory. Alderman Hillyer did a lot of work to revamp the new edition and she thanked him for all of his help. Multimedia marketing is handling the task of selling ads and printing this year. The Annual Membership banquet is in November. NTB is the host this year and they are looking at the 2<sup>nd</sup> Saturday in November, which is the 10<sup>th</sup>. The place has not been chosen as of yet. The Chamber is in the planning stages for Christmas Fantasy, which will have their kick off on November 24<sup>th</sup>. Everyone is encouraged to participate in the lighting of the Island.

Willis Martin addressed the board; he has owned a cottage in Galleon Bay on 1675 New River Inlet Road. He has completed repairing his cottage since the hurricanes. He noted that the Town was donated a portion of beach which lies in front of Galleon Bay. He proposed to the Board that they sell lots to landowners for beach access to the beach. This could enhance the area. It would enable us to rebuild the dune system. Mr. Martin expressed his appreciation and efforts of the Board.

Mayor Bostic asked Attorney Fuss if we could sell it privately. Attorney Fuss would have to investigate a private sale. Alderman Sizemore requested preparation from the attorney regarding easements and that it would not interfere with beach renourishment.

Mike Montinaro addressed the board; he lives at 2278 New River Inlet Road. There is a public easement next to his property which inhibits bulldozing and pumping. He would like the Town to correct it. The steps make a left hand turn. Mr. Hammond noted that our steps come down and makes a left hand turn facing his and prohibits any activity with a bulldozer. We could take the turn off or reverse the turn. It should

cost less than \$500.00. Mayor Bostic asked Mr. Hammond to take care of this issue at a reasonable cost. The preference would be to carry the steps straight out. Alderman O'Donnell had concerns that the steps were built on private property and would want to ensure that this doesn't happen again.

Stephen Taylor, of 2320 New River Inlet Road, had a complaint on a town employee and requested to address the Board in closed session. Attorney Fuss noted that he personally believes that Mr. Taylor should address it in a letter or schedule a meeting with the employee. Mr. Taylor said he has addressed the problem with the employee. Attorney Fuss said that it needs to be presented in letterform and the board would discuss it in closed session in the future. Mr. Taylor said he had time constraints. Mayor Bostic asked Mr. Hammond to meet with Mr. Taylor after the meeting. Mr. Taylor said he would have to ask other participants who are involved. Alderman Smith said they are going into executive session and this issue would be discussed. Alderman Sizemore noted that the town manager is the authority to hire and fire and the board does not do that. It should not be discussed in an executive session. Personnel matters are handled by the town manager. Alderman Flynn also noted that the town manager has to deal with the problem and then go to the Board. Mr. Hammond noted that he is aware of Mr. Taylor's deadline and the board will hear the comments before the deadline. Mr. Hammond met with Mr. Taylor after the Executive Session.

#### **CONSENT AGENDA:**

The Consent Agenda consists of Minutes from July 5, 2001, July 13, 2001 and July 23, 2001. Also included are miscellaneous memos and reports; application to attend the 2001 NCLM Conference in Asheville and comp time report.

Alderman O'Donnell requested that the conference in Asheville be taken out of the consent agenda. Mr. Hammond noted that it is for info only if board members wish to attend. Alderman Flynn asked who would be attending the new voting demonstration at the Board of Elections? Mr. Hammond said a staff member would attend.

Alderman Sizemore moved, seconded by Alderman Smith approval of the Consent Agenda. The motion passed unanimously.

#### **COMP TIME REPORT:**

Alderman O'Donnell was disturbed by the escalation of the vacation hours that have increased. He noted that the Town has been making mistakes in allocating the hours and asked why it took so long and why they were not informed. Alderman O'Donnell questioned the validity of the hours. The Town Manager's hours suggest that he has taken a total of 8 days vacation and he questioned the accuracy of that.

Mr. Hammond said this came to light after the last board meeting. Mrs. King found out that when we adopted the policy in 1999 it was calculated at 10 days/year and it should have been 12 days/year.



Alderman O'Donnell questioned the accuracy of the report. He also questioned other figures. Mr. Hammond said he and Mrs. King would go over all the figures and provide the Board a written report.

Alderman Sizemore noted that employees are given days and the report says hours. He questioned hours being carried over. Mrs. King noted that the employees are on an hourly rate and that is how the program figures it out.

Alderman Flynn asked for an audit of the policy.

#### **NCLM CONFERENCE:**

Mr. Hammond noted that he went to the NCLM Conference last year and that Surf City and Topsail Beach all attended and the Board had questioned why they were not all attending.

Alderman Sizemore said he could find places that do not cost as much. Mr. Hammond said he would have to send all the names in on one application for the League.

#### **OLD BUSINESS:**

##### **Powell Bill Bid Street Improvement Project:**

Bids were opened on July 23, 2001 and the following bids were received:

Southern Asphalt	\$26,367.00
Barrus Construction	\$29,755.00
D. F. King Construction	\$35,728.00
Norris Construction	\$39,887.00

Per the bidding package set forth by Parker & Associates, Southern Asphalt has submitted the lowest bid. I request permission to award and enter into the 2001/2002 Powell Bill Road Improvement Project with Southern Asphalt. Once awarded and signed by both parties there is a 30-day completion clause, failure to meet the deadline results in a \$200.00 per day noncompliance fine.

Alderman Smith moved, seconded by Alderman Hillyer to accept the contract with Southern Asphalt in the amount of \$26,367.00. The motion passed unanimously.

##### **Removal of the 20% Discount by Onslow County:**

At the direction of the Board, this item was tabled until the August meeting for consideration and possible action along with the submission of the appropriate budget amendment to cover the increase for reinstatement of the Cost of Living and Merit Pay.

Mr. Hammond noted that Linda Knowles contacted him and she requested that any extra money should go into the general fund.

Alderman Sizemore said he contacted Ron Lewis, and he felt that moving it back would have an adverse effect on real estate transactions.

Alderman O'Donnell asked citizens to look at last year's tax bill and this year's. All taxes have increased over the last year and he felt that the money should be returned to the citizens. We should stick with the budget we passed. He is not opposed to merit increases for employees, but he does not want the citizens to pay for this increase. We have funds from the CAMA contract.

Alderman Flynn moved, seconded by Alderman Hillyer to adopt Budget Amendment #1. The motion passed 4 to 1 with Alderman O'Donnell opposing.

## **NEW BUSINESS:**

### **Revision Rezoning Petition & Recommended Fee Changes:**

Alderman O'Donnell moved, seconded by Alderman Sizemore to approve the proposed changes to the rezoning applications and to also approve the recommended fee changes of the Rezoning Application to \$200.00 and the Rezoning and Development Application to \$300.00. The motion passed unanimously.

### **Timeframe of Public Hearings:**

Mayor Bostic noted that Alderman O'Donnell has requested that the Public Hearings begin at 7:00 p.m. Alderman O'Donnell said that most of the hearings have taken 5 minutes. Alderman Sizemore said if it looks like it would take more time we could start earlier. The consensus of the Board was to begin Public Hearings at 7:00 p.m. and the regular meeting would begin directly thereafter.

## **MANAGER'S REPORT:**

Walter Jones is visiting the Onslow County Chamber of Commerce on August 7, 2001 to discuss current North Carolina issues. If you wish to attend, please contact Debbie Spence at 347-3141, Ext. 29. There is a \$5.00 charge for non-chamber members.

I am also still trying to arrange a North Topsail Beach visit for Walter Jones, but seem to be getting little response from his office. Howard Marlowe is also working on this issue.

As of July 27, 2001, we have received no input or comment from Donna Outlaw on the 2 parcels of property next to the south end fire station. I will keep this on follow-up.

According to the description of Powell Bill Fund uses, we can use the funds to clean/sweep streets. I would like to request authorization from the Board to rent a street sweeper so that public works may clean the town streets of sand. The current rental cost is \$150.00 per day. I feel this could be accomplished in 3 days.

The Eastern Carolina Council is still working on the GIS presentation to NTB as to their capabilities.

Sprint notified NTB that the fluctuation and static in the lines was caused by terminal corrosion. This is a constant problem at the beach and they will continue to address this issue.

After a meeting with Mr. Bass of Onslow County, he will discuss with Billy Farmer the possibility of NTB Public Works cutting the Island water off upon evacuation. Also he will work up a county/municipality training session. A tabletop exercise between NTB, the State and County is scheduled for August 17<sup>th</sup> from 9:00 a.m. to 12:00 p.m. I would like to have all the board members participate.

Mile markers are in and ready to be installed. Surf City and Topsail Beach have been notified.

We received a letter from Rep. Warwick and a copy of SB 92 as it appeared when it left the House after the 3<sup>rd</sup> reading. He is certain it will pass the final budget.

I have received Letters of Appreciation to the Police Department, Fire Department and Building Inspections Dept. for jobs well done.

We received applications for the Assistant Fire Marshal position. Out of all the candidates there are 3 that are qualified. My concern is when the board adopted the personnel policy, hiring of employees of immediate family is prohibited of staff, aldermen, etc. In 1999 the board offered a waiver for my son. One person applying is Alderman Smith's stepson. Attorney Fuss said he would need facts regarding the last workshop on what this board wants. There were specific reasons for hiring the assistant. Mr. Hammond noted that the advertisement was in the Wilmington Star and Jacksonville paper. Yesterday was the deadline.

Attorney Fuss said that the board made a decision on what direction to take in filling this position. H would like a statement as to why the Board went into the direction of Assistant Fire Marshal vs. part-time Fire Marshal. It was Thomas Best's recommendation that the Assistant gave more coverage and better quality of coverage.

Alderman Sizemore requested that they reference back to the minutes of July 23, 2001 and that Attorney Fuss incorporate the minutes.

Alderman Sizemore moved, seconded by Alderman O'Donnell that the special meeting minutes of July 23, 2001 be incorporated into the minutes of tonight for the purpose of clarifying issues of qualifications of Fire Marshal and establish a basis for any waivers that this Board would put forward. The motion passed four to one with Alderman Smith abstaining from voting.

Alderman Sizemore moved, seconded by Alderman O'Donnell that the town manager be authorized to interview any and all candidates that are qualified, not relating to any relationships to any board member. The motion passed four to one with Alderman Smith abstaining from voting.

Rip Tide Signs are designed and ready to print at a cost of \$9.00 to \$10.00 each. Do I have permission to order signs for the cross walks? We need approximately 30 signs. The Board decided to wait on more information.

Steve Moler, from Parks & Grants, notified NTB that our Grant for the Park was approved. Per Frayda Bluestein of the Institute of Government, the Board can authorize the signing of a resolution to allow John Parker to manage and oversee the project.

Mayor Bostic noted that the grant is for \$77,000.00 and it is a matching grant. Mr. Hammond noted that we are waiting for the CAMA grant also. Attorney Fuss asked if we solicit people for in-kind services? Mr. Hammond said a contractor would help to match the state's money. Attorney Fuss suggested that we make it known to local contractors and providers of materials, that they could participate.

We have received 3 bids on the old Chevy truck and I would like authorization to sell it to the highest bid.

Mosquito spraying will start tonight and will be on an every other day basis.

The Mayor and I met with Donnie Huffman on Tuesday about a \$25,000 highway fund being designated for any NTB project. Donnie Huffman will be working this issue up, so more to follow.

We have had several complaints about rats, the rain and low tide seems to be driving them from the marsh. The County advised that property owners use bait traps, but cautions that the placement is where children and pets cannot get to them.

Alderman Flynn questioned Onslow County GIS giving a presentation to the Town. They have the capabilities and it is not expensive.

**MAYOR'S REPORT:**

Mayor Bostic noted that Donnie Huffman, of D.O.T., is retiring the end of the month. There are several projects that he is trying to apply to NTB

**ALDERMEN'S REPORT:**

Alderman O'Donnell asked if we have received any new information from Howard Marlowe. Mr. Hammond said we have not yet received a report this month.

Alderman Flynn noted that the Hurricane Readiness 2001 quotes that NTB has the ability to insert their own messages on cable. Mrs. Carbone said that we just fax in bulletins to Charter Communications and they would post it.

Mayor Bostic noted that when the Board attended the retreat each board member would take each aspect of the departments. We need to update our findings. Alderman Flynn has taken on beach nourishment.

**RECESS:**

The meeting was recessed at 8:50 p.m.

**EXECUTIVE SESSION:**

The Board went into Executive Session regarding a personnel issue and no action was taken.

**CLOSED SESSION:**

The Board went into Closed Session regarding a personnel issue.

**ADJOURNMENT:**

The meeting adjourned at 11:00 p.m.

Respectfully submitted,

  
Loraine M. Carbone  
Town Clerk

TOWN OF NORTH TOPSAIL BEACH  
SPECIAL MEETING  
AUGUST 15, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-temp Steve Smith, Aldermen John Flynn, Peter Hillyer, Otis Sizemore, Bill O'Donnell, Loraine Carbone, Interim Town Manager, Christina Watkins, Recording secretary

**QUORUM:**

Mayor Bostic called the meeting to order at 7 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**Topics for Discussion:**

**Interim Town Manager:**

Mayor Bostic asked for a motion to appoint Loraine Carbone as Interim Town Manager. Alderman Flynn made the motion. Seconded by Alderman Smith. Motion passed unanimously. She will retain this position for a period of no less than 6 months.

**Deputy Town Clerk:**

Mrs. Carbone requested that Christina Watkins be appointed Deputy Town Clerk. Moved by Alderman Hillyer. Seconded by Alderman Smith to appoint Christina Watkins as Deputy Town Clerk with a 3% increase in salary. The motion passed unanimously.

**Town Manager position:**

Alderman Hillyer and Alderman Flynn have both volunteered to head up a committee that would be in charge of reviewing and possibly revising the job description of Town Manager. They will also submit a proposed advertisement for the paper at the September Board meeting.

**ADJOURNMENT:**

The meeting adjourned at 7:45 p.m. Motion made by Alderman Smith, seconded by Alderman Sizemore.

Respectfully submitted,



Christina Watkins  
Deputy Town Clerk

TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
SEPTEMBER 6, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Loraine Carbone, Interim Town Manager, Christina Watkins, Deputy Town Clerk

**NOT PRESENT:**

Bill Fuss, Attorney

**QUORUM:**

Mayor Bostic called the meeting to order at 7:02 P.M. in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Interim Town Manager, Loraine Carbone, added the paving of 21<sup>st</sup> Avenue. Alderman Sizemore requested that we table the review of decision made by previous Town Manager on an appeal. Alderman Sizemore moved, seconded by Alderman Flynn approval of the agenda with the appropriate changes. The motion passed unanimously.

**OPEN FORUM:**

Christianne Shinskie, a North Topsail Beach resident, expressed her feelings of a need for a bike path on New River Inlet Road. She presented a petition to the Board signed by 174 other North Topsail Beach residents who supported her efforts. Mayor Bostic stated that would cost the Town about \$35,000 a mile and would take a period of about 3 years to complete. He feels that it would be hard to get grants from the State because they are in a budget crunch and have cut funds back. He believes the project that would best suit NTB would be "Share the Road", which would widen the road about 4 feet. The Mayor agrees that there is a need for it, but would be virtually impossible to do without raising taxes. Alderman Flynn felt that if 20% of our town have signed the petition in favor of the bike path we should form a committee to investigate this further. Alderman Sizemore stated that we should add this to the anticipated capital improvements. We can start to make some small steps toward this project. Mayor Bostic suggested that the Town make a line item in the budget and start putting some money in it and we should approach Onslow County. John Starzynski, Alderman Smith and Mayor Bostic all volunteered to serve on this committee.

Mr. Bill Feige reminded the Town of the monthly Chamber board meeting that will be held September 19, 2001 at 8:30 a.m. at the N. Topsail Beach meeting room.

Mr. Clyde Kent, a resident on Coastal Drive, asked the Board for direction on a barking dog issue. He has had a problem with a neighbor who has 6-7 dogs in a fenced area

and they bark at all hours and have become a nuisance. He has called the Police and she has been cited. He asked if there was an ordinance that could help him in this situation. Chief Salese says the officers can keep issuing citations for the noise but there is no ordinance that limits the number of dogs you may own. Alderman Sizemore questioned if it could be considered a kennel with the amount of dogs. Attorney Fuss will be asked to look at the ordinance and possibly make revisions. The board suggested to Mr. Kent he give it a little more time, and if the problem persists to come back. Mr. Kent will be back at the October meeting to give the Board an update.

#### **CONSENT AGENDA:**

The Consent Agenda consists of minutes from August 2 and August 15, 2001. All other items were taken out and put under old business.

Mayor Bostic moved, seconded by Alderman Flynn approval of the consent agenda with the appropriate changes. The motion passed unanimously.

#### **OLD BUSINESS:**

##### **Town Manager job Description and Advertisement**

Alderman Flynn and Alderman Hillyer presented the Board with a sample job description and advertisement. Alderman Flynn noted that we should take our time in advertising. He thinks it would be wise for us to wait until after the holidays to interview. We could run the Ad around November. He asked the Board to bring in any changes to the October Board meeting.

##### **Sale or disposition of real property**

Attorney Bill Fuss suggested through a memo that we do a long term lease with Dr. Martin. The Town would still reserve the right of the dunes, but Dr. Martin would have to maintain the crossover. This information will be passed on to Dr. Martin.

##### **North End Houses**

John Starzynski approached the board asking for guidance regarding the condemned houses at the North End. Should he proceed with the condemnation of the houses, or withdraw the procedures? He has asked the homeowners to provide him with a certified-engineered report that the houses are structurally safe, at which point Mr. Starzynski would remove the condemnation signs. Mr. Hillyer noted that a letter submitted to them from Mr. Starzynski from Spencer Rogers states that Mr. Rogers does not support the condemnation. He states in his letter that the buildings are in no danger of collapsing at this time. Alderman O'Donnell feels we should move very slowly in the condemnation process. It is a very devastating experience for the homeowners and we need to be positive that we are moving in the right direction. He feels that the homeowners should bear the cost in hiring an engineer to deem the houses safe. Mayor pro-tem Smith feels as though the homeowners have done what the town has asked. They have spent thousands of dollars in repairing their pilings and sandbagging, and to insinuate that they have not done anything to rectify the situation is an unfair statement. Alderman Sizemore believes Mr. Starzynski has given the



Homeowners plenty of time to have an engineer look at the houses and they have resisted so far. He does not feel as though the Town should bear the cost of the engineer.

**Paving 21<sup>st</sup> Avenue**

Mrs. Carbone requested that 21<sup>st</sup> Avenue be paved. All the streets included in the Powell Bill have been paved, and there are additional monies leftover that we can use to pave 21<sup>st</sup> street. Alderman Flynn moved, seconded by Mayor Pro-tem Smith to pave 21<sup>st</sup> Avenue. The motion passed unanimously.

**NEW BUSINESS:**

**Review of Decision made by Previous Town Manager on an Appeal**

At the direction of the Board, this item was tabled until the October Board Meeting. The Board has requested additional information on this matter.

**Rezoning Request for Summertime from R15 to R5**

The Board has requested additional information. It is on the Agenda for the special meeting on September 19, 2001.

**Surplus Existing Flail Mower**

Interim Town Manager, Loraine Carbone, requested that the Town surplus the existing Flail Mower upon purchase of the new Mower. Alderman Smith moved, seconded by Alderman O'Donnell to surplus the existing Flail Mower and advertise for closed bids starting at \$1000. The motion passed unanimously.

**Budget Amendment #2**

Budget Amendment #2 was given to the Board to review. Alderman O'Donnell questioned why we are feeding these line items. He feels as though we should move the money from another line item rather than add to a specific line item. Mayor Pro-tem Smith moved, seconded by Alderman Hillier to approve budget amendment #2. Motion passed unanimously.

**Managers Report:**

1. At our last meeting, Mr. Montinaro requested to have the public access repaired next to his home at 2278 New River Inlet Road. The steps were corrected today. Alderman Hillyer requested that larger "No Driving Beyond This Point" signs be put at the North End. Thomas has a quote of \$95.00 for a 3x3 sign. If we put one in the middle, we will only need one sign.
2. We are in the process of ordering new computers. The existent computers will first be offered to our staff and any remaining can be bought by the board members. The price for the laptop is \$549.00 and the others range from \$300 to \$350. If you are interested, you can check with Sue to see what is available.

3. Thomas has reported that our bulldozer might need a new radiator. He will be checking it out next week to see exactly what needs to be done.
4. Alderman O'Donnell has requested a breakdown of Sue's time on CAMA and the monies received in July and August. We get paid quarterly; therefore I will not have a report until October. In regard to Sue's time, she has provided me with a detailed breakdown, which took her 2 hours to do. In the future, I have requested that Sue not provide such a breakdown because of the time it took to prepare it. Basically, her time will be approximately the same month to month.
5. Sue has also spent 2 days preparing documentation for our CRS rating. The document was mailed out on Wednesday to the Insurance Services office. We are hoping for a 6 rating - we have an 8 at this time.
6. Sea Grant is providing one rip current sign for each oceanfront community. Additional signs will cost \$11 each plus shipping. Danny is looking into a safety grant to pay for these signs. Thomas has contacted D.O.T. regarding the repair of our roadsides. They will meet with him to discuss the problem.
7. I attended the demonstration on the Microvote Voting System. The model they showed us was called the "Infinity". Richlands has been chosen as a test site during the November election.
8. As most of you know, Sgt. Porterfield will be retiring, but he will be working part-time for us. We are planning a party for him on Friday, October 5<sup>th</sup> at 7:00 p.m. at the town hall. We are not sure at this time as to the number of people who will be invited. We would like to have J.C.'s cater this event. (His cost is usually \$6.50/person) Lydia is looking to see what line item this can be taken out of.
9. As of September 4, 2001, back taxes owed to NTB are \$59,324.35. This includes \$10,986.64 in foreclosures and \$11,925.61 in bankruptcies. We have had citizens and the press look at the delinquent tax scrolls in recent weeks.
10. The next Four Town Meeting is scheduled for Thursday, September 20<sup>th</sup> at 6:30 pm at the Holly Ridge Town Hall. Please advise me of any agenda items you may have and also if you will be attending. I need to give a count by next Monday.
11. We have received a letter from the Office of State Budget, Planning and Management advising us that we will not be receiving our August payment of the Intangibles Tax distribution. As a result of this non-payment, Lydia will have to do another Budget Amendment. David T. McCoy, State Budget officer also informed us that the House passed the Education Revenue Act, which contains a provision allowing the 1/2-cent local sales tax option. When enacted, this will replace the local government reimbursements for the Inventory and Intangibles taxes.

12. A Board of Adjustment's meeting will take place on Thursday, September 27, 2001 at 7:00 p.m. to discuss a variance from our ordinance, Section 7-112, "Required yards not to be used by building", regarding encroaching in the side setbacks. This is in regard to Lot 11 - Hunter Heath Subdivision, on Island Drive.
13. I had planned on taking off September 26<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup>, and October 1<sup>st</sup> since I have relatives visiting, but I am requesting to take off 1/2 days instead. I will work during the morning hours.

**ADJOURNMENT:**

The meeting adjourned at 9:10 p.m. Motion made by Mayor Pro-temp Smith, seconded by Alderman Flynn.

Respectfully submitted,

*Christina Watkins*

Christina Watkins  
Deputy Town Clerk

**Budget Amendment # 2**  
**2001-2002**  
**Revenues**

<u>Account</u> <u>Name</u>	<u>Budgeted</u>	<u>Increase</u> <u>Decrease</u>	<u>New</u> <u>Budget</u>
10-335-15 Miscellaneous Insurance	\$500.00	\$1,725.00	\$2,225.00
10-336-08 NTB Holiday Donations	\$0.00	\$40.00	\$40.00
10-352-01 Fire Fine & Violations	\$0.00	\$2,000.00	\$2,000.00
10-367-01 Sales Tax Refund	\$8,000.00	\$1,502.00	\$9,502.00
10-368-02 CAMA Grant Crosswalk	\$0.00	\$18,341.00	\$18,341.00
10-359-01 Refuse Collection Prior Years	<u>\$500.00</u>	<u>\$2,000.00</u>	<u>\$2,500.00</u>
	\$9,000.00	\$25,608.00	\$34,608.00

Revenues increased by; \$25,608.00

- 10-335-15 Payment from VFIS insurance for repairs to Fire Station doors
- 10-336-08 Citizen donation for Toys for Tots
- 10-352-01 Payment received from St. Regis for Fire violations
- 10-367-01 Sales tax refund (receivable for 2000-2001)
- 10-368-02 CAMA Grant for crosswalks (receivable for 2000-2001)
- 10-359-01 Refuse Collection fees for prior years

## Expenditures

<u>Account</u> <u>Name</u>	<u>Budgeted</u>	<u>Increase</u> <u>Decrease</u>	<u>New</u> <u>Budget</u>
10-410-51 NTB Holiday Donations	\$0.00	\$40.00	\$40.00
10-410-58 Tax Refunds	\$500.00	\$300.00	\$800.00
10-491-17 M&R Vehicles	\$150.00	\$50.00	\$200.00
10-491-33 Departmental Supplies	\$1,200.00	(\$50.00)	\$1,150.00
10-500-15 M&R Buildings	\$7,500.00	\$2,225.00	\$9,725.00
10-500-54 Flood Insurance	\$13,500.00	\$2,400.00	\$15,900.00
10-510-33 Departmental Supplies	\$6,000.00	\$2,428.00	\$8,428.00
10-545-74 Capital Outlay	\$31,500.00	\$3,783.00	\$35,283.00
10-999-01 Contingency	<u>\$91,603.00</u>	<u>\$14,432.00</u>	<u>\$106,035.00</u>
	\$151,953.00	\$25,608.00	\$177,561.00

10-410-51 Citizen donation for Toys for Tots  
 10-410-58 Tax Refunds for Prior years issued by Onslow County  
 10-491-17 Decals for Inspection's Truck  
 10-491-33 To cover cost of decals for Inspections Truck  
 10-500-15 money received from VFIS for repairs of fire station doors  
 10-500-45 Premium for flood insurance. We have called for new proposals the premiums are the same  
 10-510-33 Equipment & Uniforms for new officer  
 10-545-74 To purchase new Flail Mower for road side maintenance  
 10-999-01 Actual Contingency \$86,192.00 due to receivables for 2000-2001

Total Revenue Increases	<u>\$25,608.00</u>
Total	\$25,608.00

**Expenditure increase for each department**

Governing Body	\$340.00
Administration	\$0.00
Planning/Zoning	\$0.00
Inspections	\$0.00
Police Department	\$2,428.00
Public Works	\$3,783.00
Fire Department	\$0.00
Public Facilities	\$4,625.00
Beach Renourishment	\$0.00
Contingency	<u>\$14,432.00</u>
Total	\$25,608.00

\$25,608.00
<u>-\$25,608.00</u>
\$0.00

TOWN OF NORTH TOPSAIL BEACH  
SPECIAL BOARD MEETING  
SEPTEMBER 19, 2001  
6:30 P.M.

**PRESENT:**

Mayor Marty Bostic, Aldermen John Flynn, Peter Hillyer, Otis Sizemore, Loraine Carbone, Interim Town Manager, Christina Watkins, Deputy Town Clerk

**NOT PRESENT:**

Mayor Pro-tem, Steve Smith, Alderman Bill O'Donnell and Attorney Bill Fuss.

**QUORUM:**

Mayor Bostic called the meeting to order at 6:34 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Interim Town Manager, Loraine Carbone added the Proclamation for "Red, White and Blue Day". Mayor Bostic added an update on the condition of the North End Houses. Alderman Hillyer moved, seconded by Alderman Sizemore approval of the Agenda with the appropriate changes.

**PARKS AND RECREATION GRANT:**

Mrs. Carbone requested that Mayor Bostic sign the Trust Fund Project for the Parks and Recreation agreement. Mrs. Carbone also requested that Mayor Bostic sign the Resolution for the Interim Town Manager to have the authority to sign contracts for architectural, engineering and surveying services pertaining to the park. Mayor Bostic questioned if we could use the CAMA grant to match the parks and recreation grant from the State. Sue McLaughlin stated that she had talked to Steve Moler at the PARTF grant workshop, and he assured her that we would be able to do that. Alderman Flynn suggested that we add into the Resolution that this will be pertaining to Parks and Recreation matters only. Alderman Flynn moved, seconded by Alderman Hillyer to sign the Parks and Recreation grant and Resolution, with the changes. The motion passed unanimously.

**REZONING FOR SUMMERTYME SUBDIVISION:**

Sue McLaughlin brought to the attention of the Board that this subdivision has been zoned R-15, but does not meet the qualifications. In order to qualify for R-15 your lot must be a minimum of 15,000 square feet or 80% of that. (13,000 square feet) The lots at Summertyme are only a little more than 5,000 square feet, which qualifies them in an R-5 zone. Mrs. McLaughlin felt that this was an error on the zoning maps from Onslow County. There has not been an updated map of this area in North Topsail Beach since 1987. Alderman Flynn asked Mrs. McLaughlin if it were single lots that were zoned incorrectly or the whole subdivision. Mrs. McLaughlin answered the whole subdivision. Motion made by Alderman Flynn, seconded by Alderman Hillyer to

advertise it to be discussed at a public hearing before the October 4th meeting. Motion passed unanimously.

**DRIVEWAY VARIANCE AT 2342 NRIR:**

Mrs. Carbone presented a letter to the Board from Mr. and Mrs. Chalmin requesting permission to concrete their driveway. Several years ago, the Chalmins and the owners of the attached duplex decided to put in a concrete driveway. At the last minute their neighbor reneged on half of the commitment. They are now ready to proceed with the plans to concrete their part of the driveway. Since the new ordinance in affect prohibits concrete driveways, they are asking for a variance to be able to finish what was intended to be a "full driveway" all along. A discussion took place on the pros and cons of pourus concrete as an alternative to concrete. Alderman Sizemore would not be in favor of a variance, he suggested paving blocks as an alternative. The request was denied.

**Support for Zander Guy:**

Mrs. Carbone requested that Mayor Bostic sign the resolution supporting the Candidacy of Zander Guy, Mayor of Surf City, for the League Board of Directors. Motion made by Alderman Hillyer, seconded by Alderman Flynn in support of Zander Guy for the League Board of Directors. Motion passed unanimously.

**Update on North End Houses:**

Sue McLaughlin stated that over the past weekend, the storm waters from Tropical Storm Gabrielle, caused more erosion to the already troubled houses at the north end of the beach. She stated that all 5 houses have had power and sewer turned off due to lines that are exposed or broken. Mrs. McLaughlin said the problem is continuing down the shoreline and has already affected parts of Topsail Reef. The Topsail Reef will be meeting with Jim Gregson about the possibility of sandbagging. Alderman Flynn questioned if the tide was 20 feet from the structure? Mrs. McLaughlin said she has not measured. Alderman Sizemore said he felt that most of the damage could be mitigated if the Army Corp of Engineers would remove the shoal. He would like to see the Town approach them regarding this issue. Alderman Flynn said he was meeting with the Army Corp of Engineers on September 26th, and that will be an item he will add to his agenda. He will report the results to the Board.

**ADJOURNMENT:**

The meeting adjourned at 7:16 p.m. Motion made by Alderman Flynn, seconded by Alderman Hillyer. The motion passed unanimously.

Respectfully submitted,

*Christina Watkins*

Christina Watkins  
Deputy Town Clerk



TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
OCTOBER 4, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Loraine Carbone, Interim Town Manager, Christina Watkins, Deputy Town Clerk, Bill Fuss, Attorney

**QUORUM:**

Mayor Bostic called the meeting to order at 7:03 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**APPROVAL OF AGENDA:**

Mrs. Carbone added Beach nourishment under old business and the Camp Lejeune/Onslow County Land Use Plan under new business. Alderman Smith moved, seconded by Alderman O'Donnell approval of agenda. The motion passed unanimously.

**REQUEST TO ADDRESS THE BOARD:**

**Planning board – Joe Vecchione, Chairman**

Joe Vecchione addressed the Board regarding the fence ordinance. Mr. Vecchione would like the fence ordinance to restrict barbwire. He stated that the St. Regis Resort currently is using barbwire around certain areas of the building. He feels this is a hazard to wildlife as well as the people in our community, such as our Police Officers and Firefighters. Mr. Vecchione says that barbwire is normally used to protect people from harmful or dangerous things, such as correctional facilities or electric transfer stations. He feels there are no such dangers here on North Topsail Beach. Alderman Flynn asked Mr. Vecchione to give an update on The Land Use Plan. Mr. Vecchione stated that it is coming along slowly. They are taking it section by section and it is discussed at every Planning Board meeting.

**Beautification Committee- Sallie McGuire, Chairman**

Mrs. McGuire reminded the citizens of N. Topsail Beach about the social being held at the St. Regis Restaurant October 7 at 5 p.m. Mrs. McGuire said if there was anyone interested in donating Pompous grass to the Beautification committee to be planted around the Town, to see her after the meeting.

**Dorothy Ford- Violation regarding her fence**

Mrs. Ford asked the Board to allow her to keep her fence that she put up at her residence on Coastal Drive. The town ordinance states that a fence must be no more than 4' high in the front and sides and up to 6 feet in the back. When she built the fence she was not aware of the fence ordinance. Mrs. Ford's fence is 5 feet high in the front of her yard. She stated she built the fence 5 feet high to contain her 6 dogs;

therefore reducing it to 4 feet may not be high enough to keep her dogs in. Attorney Fuss said the correct procedure would be for the Zoning officer to send her a letter giving her 30 days to come into compliance with the ordinance. At the end of the 30 days, if she remains in violation, she could be fined \$50 per day thereafter. Mr. Skinner, a neighbor of Mrs. Ford's suggested she take the fence down and put it up in her backyard. Alderman Flynn feels the ordinance is in place for a reason and should be followed. Alderman Sizemore agreed. The Board will give Mrs. Ford 30 days to come into compliance. Motion made by Alderman Sizemore, seconded by Mayor Pro-tem Smith to give Mrs. Ford 30 days to come into compliance with the ordinance. Motion passed unanimously.

#### **OPEN FORUM:**

##### **Mr. Skinner**

Mr. Skinner stated that he would like to see an ordinance in effect limiting the number of dogs a citizen could own. The attorney agreed that this is an issue that needs to be looked at. Mayor Bostic said it will be addressed.

#### **CONSENT AGENDA:**

The Consent Agenda consists of minutes from September 6, 2001 and September 19, 2001, comp time report, and Department head reports. Alderman Hillyer moved, seconded by Mayor Pro-tem Smith approval of agenda. Motion passed unanimously.

#### **OLD BUSINESS:**

##### **Rezoning request for Summertyme sub-division**

Mrs. McLaughlin said that there was a request to change the zoning in Summertyme from R-15 to R-5. Mrs. McLaughlin stated she had sent letters to notify the homeowners in Summertyme of the rezoning request. She stated that she had received many return calls from the homeowners; none were opposed of the rezoning. Alderman Smith asked if the maps would be changed. Mrs. McLaughlin said the maps would be changed and will reflect the correct zoning. Alderman Sizemore asked if the whole sub-division would be changed or just certain lots. Mrs. McLaughlin answered; the whole sub-division would need to be rezoned. Alderman Hillyer asked if the Planning Board was in favor of the rezoning. Mr. Vecchione said the Planning Board was in favor. Motion made by Alderman Flynn, seconded by Alderman Smith to rezone Summertyme sub-division from R-15 to R-5. Discussion took place regarding an amendment to the motion. The amendment will state that this sub-division will be restricted to Single Family dwelling. Motion with amendment passed unanimously.

##### **Update on N. End houses and Draft Letter**

Mrs. Carbone reported that Mr. Lukralle, a North End homeowner has had his house deemed safe for occupancy by a NC licensed Engineer. The remaining four property owners have requested postponing their hearings until after they meet with their insurance adjusters. This extension has been granted for 2 weeks. Several other property owners have been notified concerning the encroachment of the ocean and the ramifications once the scour and erosion occurs. Mrs. Carbone said the Town has written a draft letter to the Army Corps of Engineers, requesting they dredge the

channel and replace sand at the North End. She asked that the Board review and make changes where necessary. No changes were made to the letter. The consensus of the Board was to send the letter.

**Letter to Attorney Bill Fuss regarding Armour Property**

Mrs. Carbone explained that Mr. Fuss is in contact with Mrs. Armour asking for her permission to push sand on her property. Attorney Fuss stated that Mrs. Armour has expressed a willingness to cooperate. He says that there has been progress and he believes things are moving in the right direction. Alderman Flynn questioned when the Town made the decision to push. Mrs. Carbone said the decision has not been made but they would like to have something in hand if we do decide to push. Alderman Flynn stated that citizens will expect that we push this year. As of yet that decision has not been made.

**Town Manager ad and job description**

Mrs. Carbone stated that she would like the Board to review the proposed Town Manager job description and make any changes necessary. They would also need to decide where they would like to advertise and for how long. Alderman O'Donnell says he thinks there is no need to advertise in local papers and it would be a waste of the Town's time and money. Alderman Hillyer says we should change the ad to read "Should have at least a 4 year degree preferably in public/business administration". Alderman Smith and Alderman O'Donnell agreed. Alderman Sizemore felt that they should have a degree in public/business administration. Motion made by Alderman Hillyer, seconded by Alderman Smith to place the Ad in the Southern City paper and NCLM League letter with the above mentioned change. Motion passed unanimously.

**Rogers Bay (Storage of Recreation Vehicles in accordance with ordinance) and flood proofing public works building.**

Mrs. Carbone said that we have received a letter from Phillip Letsinger requesting that we submit our plans to flood proof our Public Works building. Alderman Sizemore asked how we flood proof the building. Mrs. McLaughlin said all we need are vents cut out with screens. Mrs. Carbone said we need to call around for bids. Alderman Flynn said we need to comply with their request, get the bids and get someone to do the job. The Board members agreed that the Town go out for bids to flood proof the public works building.

**NEW BUSINESS:**

**Letter to Onslow County asking for monetary support**

Mrs. Carbone stated that we are sending a letter to Chairman Delma Collins requesting \$100,000 for beach nourishment. She asked that the Board read over it and make any changes necessary. Alderman Sizemore felt that we should let Onslow County know that we are banking the money that we have received from them in the past, so that when the time comes for Beach nourishment, we will have the funding we need. Alderman Sizemore said it is more practical to ask for \$100,000 a year than ask for 2 million at one time. Alderman Sizemore also felt we need to include an invitation to our Beach nourishment meetings in the letter so that they can be a part of this.

Alderman Flynn agreed with Alderman Sizemore. Mayor Bostic stated that we have invited the County numerous times to meetings, but they choose not to attend. The consensus of the Board was to send the letter and include an invitation to the Beach Nourishment meetings on October 10 and November 15.

### **CAMA permit-renew and modify**

Mrs. McLaughlin stated that our CAMA permit needs to be modified if the Town decides to push along our beaches. The permit will expire December 2001. We have the option to modify it and renew it at the same time. It will cost the Town \$100 to modify and \$100 to renew the permit. Alderman Flynn felt that we should go ahead and spend \$200 to renew and modify the CAMA permit at the same time. Alderman Smith agreed that we should do both at the same time. He also questioned if citizens would be allowed to push under our CAMA permit. Mrs. McLaughlin stated that they can push under our permit. Motion made by Alderman Flynn, seconded by Alderman Hillyer to renew and modify the Towns CAMA permit. Motion passed unanimously.

### **Budget Amendment #3**

Alderman Sizemore questioned why we are paying money back to FEMA. Mrs. McLaughlin explained that FEMA gave us funds to rebuild crosswalks that were damaged by Hurricane Bertha. We do not have any bills or proof that we did have these crosswalks rebuilt, so we must now pay back this money. Mrs. McLaughlin stated that we have researched to try to find some tangible proof that we rebuilt the crosswalks, but we just do not have it. The records may have been lost in Hurricane Fran. We did appeal the decision once but we just do not have the proper documentation to pursue this. Alderman O'Donnell says that we should fight a little harder, and we may be able to save the Town \$35,000. Even if it takes us spending some money it would be worth it. Alderman Flynn said there is nothing more we can do without proper documentation. Motion made by Alderman Flynn seconded by Alderman Smith to accept Budget Amendment #3. Motion passed 4-1 with Alderman O'Donnell opposing.

### **Camp Lejeune/Onslow County Joint Land Use Study**

Mrs. Carbone informed the Board that Communities have started to encroach on training exercise fields and for this reason Camp Lejeune would like to work with Onslow County and surrounding municipalities to come up with a Joint Land Use Plan. Mr. Mike Davis will conduct presentations to the governing bodies in November. The tentative schedule for a presentation is November 13, 2001 at Holly Ridge for anyone who would like to attend. They will be asking for the appointment of one government official to the policy Committee for this study.

### **MANAGER'S REPORT:**

1. Sue has applied for our major CAMA permit for our park. Construction should start after the first of the year.
2. As most of you have read, the N.C. Department of Environment and Natural Resources and the Villa Capriani resort have resolved a lawsuit brought by DENR last year. The Villa has agreed to replace the existing structure with a

- shallow retaining wall similar to one that existed prior to Hurricane Floyd. The new structure will not be a seawall. The Villa has also dismissed its countersuit against the state. 23<sup>rd</sup> Street has also been settled according to Attorney Edes.
3. Our Occupancy Tax was ratified today. Since it affects 15 counties, the Governor is required to sign it. It will go to the Governor this Friday, October 5<sup>th</sup> and he has until Sunday, October 14<sup>th</sup> to sign it. Once it is signed, his office will notify each of the municipalities affected and at that time the appropriate elected body can act. Donna Girardot has asked that it begin at the beginning of a month and go into affect 30 days following our adoption so that they can adequately notify their members and they can make whatever preparations necessary to begin collecting this additional tax. Many thanks to Donna who has done a wonderful job in following this bill and keeping us updated on its passage. Lydia is researching how other towns collect this tax.
  4. Casey Fillinger has received his Patrolman First Class. Congratulations Casey!
  5. On October 11<sup>th</sup> I will be attending the II Marine Expeditionary Force Capabilities Exercise at Camp Lejeune. I was invited by Major General Mize. I did call today to see if any elected officials could attend this event, but was told that it was by invitation only. The exercise will begin at 9:15 am and end approximately 3:00 pm.
  6. The League of Women Voters will hold a Forum here on Thursday, October 18<sup>th</sup> at 7:00 pm. This will give you a chance to listen to the candidates.
  7. Thomas Best and his crew have repaired the tank on Unit 2405 Pumper. The total repair job was \$1,271.15, which included their labor. If they had bought a new poly tank the cost would have been \$14,500.00.
  8. The bulldozer may need a new radiator. Thomas has received a quote today for \$2,257.47, which includes labor and tax. The dozer also needs other new parts, which will bring the total cost to \$2,408.68. Since we could start pushing by November 15<sup>th</sup>, does the board want to approve fixing the dozer? Mayor Bostic stated that the bulldozer is severely fatigued and corroded and should probably be surplused. Alderman O'Donnell said that maintenance is part of owning the equipment, and these vehicles must be maintained and sometimes repaired to stay in good working order. Alderman Flynn and Alderman O'Donnell agreed that the bulldozer should be repaired. Alderman Smith asked Mrs. McLaughlin if we could get a waiver to push before the end of turtle season, November 15th. Mrs. McLaughlin said she would check into it. The consensus of the Board was to Repair the bulldozer.
  9. You should have received a copy of a letter from Mr. Buddy Love regarding his dissatisfaction with the decision that CAMA made in regard to the Villa's sea wall. Mr. Love has visited me in the office and has called numerous times. I have tried to explain to him that the state makes the rules and it is out of our hands. If he calls in the future I will direct him to Bob Stroud of CAMA.
  10. Just a reminder about John Porterfield's Retirement Party tomorrow night at 7:00 pm and the NTB Resident Social at the St. Regis on Sunday at 5:00 pm.

**MAYOR'S REPORT:**

Mayor Bostic reminded the Town to keep everyone in our prayers in light of the recent tragedy. He asked to pray for what has already happened and what is yet to come.

**ALDERMEN'S REPORT:**

Alderman Hillyer complimented Christina on the minutes she has completed for the website.

Mayor Pro-tem Smith asked what the Town planned on doing about the sand fence that is falling down or missing along our dunes. He would like a Town member to ride the beach and figure out where it needs to be repaired. Alderman Flynn noted that it should be the responsibility of the homeowner to repair any sand fence. Alderman Smith stated that if we do decide to push it would be a help to have the sand fence up and out of the way.

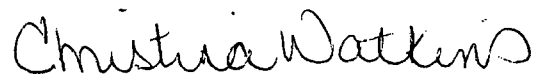
Alderman O'Donnell wanted to make sure we have sent a letter to DRC thanking them for their \$30,000 contribution for our park. He also stated that we should have a plaque in the park noting their contribution. Mayor Bostic said that he has talked to Bob Isakson and told him that we intend to have a plaque at the park. He wants to be informed of when we have the dedication, he would like to bring his family and others. Alderman O'Donnell also noted that their needs to be more discussion on how and when we spend the beach fund. He says the use of that fund has been stretched to include a broad description.

Alderman Flynn asked Attorney Bill Fuss where we stand with Ocean City Pier. Mr. Fuss said although he could not go into detail, good things are happening. Alderman Flynn also stated that he had a package of data on porous concrete for anyone who is interested. Alderman Flynn agreed with Alderman O'Donnell in the manner of spending our beach fund. He felt we need save as much as we possibly can to be prepared for the beach nourishment program.

**ADJOURNMENT:**

The meeting adjourned at 9:15 p.m. Motion made by Alderman Flynn, seconded by Alderman O'Donnell.

Respectfully submitted,



Christina Watkins  
Deputy Town Clerk

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-339-00 Intangible Tax	\$24,145.00	(\$24,145.00)	\$0.00
10-335-02 Reimb. Island Markers	\$0.00	\$347.00	\$347.00
10-335-17 DRC Park Money	\$0.00	\$30,000.00	\$30,000.00
10-348-03 PARTF Grant	\$0.00	\$77,000.00	\$77,000.00
10-348-04 CAMA Park Grant	<u>\$0.00</u>	<u>\$87,000.00</u>	<u>\$87,000.00</u>
	\$24,145.00	\$170,202.00	\$194,347.00

Revenues increased by: \$170,202.00

10-339-00 State will not be distributing these funds  
 10-335-02 Reimbursements form Surf City & Topsail Beach for Island Markers & posts  
 10-335-17 Money received of DRC for Park Project  
 10-348-03 Money received of Park & Recreation Trust Fund Grant  
 10-348-04 Money to be reimbursed from CAMA Park Grant

<u>Account</u>	<u>Name</u>	<u>Budgeted</u>	<u>Increase</u> <u>Decrease</u>	<u>New</u> <u>Budget</u>
10-410-58	Tax refunds	\$800.00	\$50.00	\$850.00
10-410-59	FEMA Payback	\$0.00	\$35,114.00	\$35,114.00
10-560-33	Departmental supplies	\$750.00	\$347.00	\$1,097.00
10-580-58	SWF Refund	\$0.00	\$120.00	\$120.00
10-620-73	PARTF Grant	\$0.00	\$77,000.00	\$77,000.00
10-620-44	CAMA Park Grant	\$0.00	\$87,000.00	\$87,000.00
10-620-45	DRC Park Money	\$0.00	\$30,000.00	\$30,000.00
10-999-00	Contingency	<u>\$106,035.00</u>	<u>(\$59,429.00)</u>	<u>\$46,606.00</u>
		\$107,585.00	\$170,202.00	\$277,787.00

- 10-410-58 Tax refunds for prior years
- 10-410-59 Money to be paid back to FEMA for Hurricane Bertha
- 10-560-33 Increased for payment of Island Markers
- 10-580-58 Solid Waste Fee Refunds for unbuildable properties
- 10-620-73 Expenditures for PARTF Grant
- 10-620-44 Expenditures for CAMA Park Grant
- 10-620-45 Expenditures for Money received of DRC for park
- 10-999-00 Decreased to cover FEMA Payback, tax refunds, and Loss of Revenues  
Actual Contingency is \$26,763. (\$86,192 - \$59,429=\$26,763)



TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
November 01, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Loraine Carbone, Interim Town Manager, Christina Watkins, Deputy Town Clerk

**NOT PRESENT:**

Bill Fuss, Town Attorney

**QUORUM:**

Mayor Bostic called the meeting to order at 7:00 p.m. in the North Topsail Beach meeting room and declared a quorum present.

At this time Dwayne Collins, the pastor of the North Topsail Beach Baptist Church, presented the Town with a new Bible. The Town was in need of a new Bible since Hurricane Fran damaged the one that was being used.

**APPROVAL OF AGENDA:**

Alderman O'Donnell asked to hold out the comp time report to discuss under old business. Alderman Flynn moved, seconded by Alderman Smith approval of agenda with the appropriate changes. The motion passed unanimously.

**REQUEST TO ADDRESS THE BOARD:**

**Pervious Concrete Demonstration**

Gordon Singletary has been doing demonstrations on what porous concrete is and what the benefits are to using it here on NTB. The Floodplain Damage Prevention Ordinance prevents the use of any impervious material on N. Topsail Beach. Porous concrete is a special mix of concrete that when it is poured will maintain air pockets or voids that allow for storm water to run off or drain through. Porous concrete has been used in Florida for more than 20 years. Recently porous concrete was used to pave a parking lot in Wilmington, and there are plans to pave a complete road in the near future. A citizen asked if it would crack like regular concrete. Mr. Singletary said that it is much stronger than it looks and holds up very well. Another citizen questioned its durability in freezing conditions. Mr. Singletary said because of the voids, it has room to expand and contract, which also helps it from cracking. A citizen asked what the life expectancy is in salt water areas. As Mr. Singletary explained earlier it has been used in Florida for many years, they experience similar weather conditions and they have not had any problems with corrosion. Also there is no steel used in this concrete so it is not susceptible to corroding. The cost of pervious concrete is slightly higher than conventional concrete. It cost approximately \$85 a cubic yard compared to \$70 - \$71 a cubic yard for concrete. Mayor Bostic stated that he has done some research on it and found that most people don't want to use it because it cost more and the labor is more

expensive. Mr. Singletary said labor is more expensive now because there are not a lot of finishers that know how to do it, because it is still new to this area. He feels that once this is used more widespread the cost should decrease. Mr. Singletary explained that in most cases it's either pervious concrete or nothing at all, so most people are willing to spend the extra money. Hillary Zang asked if it required any special maintenance. Mr. Singletary said that it is very low maintenance. You can use a leaf blower to keep it from getting clogged up, but that's about it. John Starzynski would like to move forward with this and allow it to be used on NTB.

### **Gregory Adams, Auditor's Report**

Mr. Adams said he is pleased with the report. The overall fund balance has increased. He and Lydia King, the Finance Officer, are addressing his concern regarding segregation of duties. This is the last year we will have to pay the note on the Town Hall; this will help us clear up some debt. The property tax collection rate increased. Alderman O'Donnell asked if this property evaluation was done before or after Onslow County raised our property valuations. Mr. Adams said that this is the evaluation from last year, so it would be before. Alderman Sizemore said he is impressed with the report. The Town's finances have improved tremendously over the last 4 years, when he became an Alderman. Alderman Sizemore asked if the reserve for beach nourishment was money that was leftover from our .05 cent dune tax. Mr. Adams said yes, this is leftover, and it does not include the \$100,000 that we already have. Alderman Flynn said he would like for this report to be available to citizens who are interested in viewing it. Mr. Adams said we could make copies for anyone who would like a copy.

### **OPEN FORUM:**

Mrs. Rabinowitz stated that in the August minutes she read that the Town had to pay back \$35,000 to FEMA because of crosswalks that were built but there was no documentation for. She stated that she was concerned about the Town's book keeping. Mrs. McLaughlin explained that this was not tax payer's money; it was FEMA money that was given to us. \$15,000 of that was used to pay labor and equipment. FEMA will not reimburse you overtime for salary paid employees. We did not have a policy in place for this type of situation, but now we do. The rest of that money was given to us to rebuild crosswalks after Hurricane bertha. We can not locate the bills for those crosswalks. They may have been lost after Hurricane Fran destroyed the Town Hall. Without proper documentation that this money was used to rebuild the crosswalks, it must be paid back. Mrs. Rabinowitz asked what we are doing now to prevent this from happening. Mayor Bostic stated a lot of what we did was trial and error. We now have a Hurricane plan. In the event of a storm we load up most of Town Hall and move it to the EOC with the Employee's. We are making every effort to make sure that this sort of thing does not happen again.

Ralph Hunt stated that he has been a homeowner on N. Topsail beach for 20 years. After Hurricane Fran destroyed their home, Mr. And Mrs. Hunt relocated to New River Beach Club. Mr. Hunt would like to know what plans are anticipated to rebuild the North End of the Island. The Interim Town Manager, Loraine Carbone, stated that we

have written letters to our congressmen, as well as to the Army Corp of Engineers. The office of Walter Jones called the Army Corp of Engineer's on our behalf. They said it is the State's jurisdiction, not theirs. Mrs. Carbone has spoken with John Morris with DENR; he has said it does not look good. They do not have any emergency funds and it will take months to get permits. Mr. Morris stated the only option the Town would have at this point would be to sandbag or remove the homes that are in danger. Mr. Hunt asked when the Town can push. Alderman Flynn said November 15 would be the earliest. Alderman Flynn stated that there is little more we can do that we not already doing. He personally feels as though the erosion is not going to get any better. Mayor Bostic urged homeowners to also write letters to their congressmen, the State and FEMA, encouraging them to support beach nourishment. Alderman Smith noted that he has already asked about pushing at the last Board meeting, and the bulldozer was inoperable. He asked Tommy Best if it is fixed. Tommy said they are working on it and it should be ready by the 15<sup>th</sup>. Alderman Sizemore said he does not support pushing sand, and at this point there is nothing to push at the North End. He feels that an option would be to get permission from the property owner to give up some ocean frontage and push the dune line farther back. He stated that it is a waste of time to push the dunes right back to where they were and wait for the tide to come and take them away again. Alderman Sizemore assured Mr. Hunt that the North End will get full attention. Mr. Rabinowitz, the owner of 2286 NRIR, noted instead of us focusing on what we cannot do, we need to discuss on what can be done for the North End. He stated that he and his neighbor have spent a total of \$13,000 to sandbag in front of their duplex. Mr. Rabinowitz said he is willing to do anything on any committee to take a proactive approach.

Mr. Clyde Kent approached the Board asking for an ordinance to be put in place concerning the barking dogs that has been a nuisance to him for the past several months. Police Chief, Danny Salese, stated that when there is a complaint regarding the dogs, an officer responds to the home. None of the officers have reported hearing barking dogs. Mr. Kent said by the time the police arrive, the owner has taken the dogs inside, but by that time the dogs have already woke him up. Mayor Bostic explained to Mr. Kent since there is no ordinance in place for this issue the only recourse the Town could take would be for the police to ticket her. The owner may get tired of being ticketed numerous times and paying the fines. Mayor Bostic noted that this issue is an agenda item and will be addressed later in the meeting.

Mr. Mark Davis approached the Board concerned about the North End. He also is a homeowner and wants to know what is being done about the erosion

#### **CONSENT AGENDA:**

Alderman Sizemore questioned if Mrs. Ford has brought her fence into compliance. Mrs. Carbone stated that she has. The fence is now 4 feet in front and 5 feet in the back. The consent agenda consists of minutes from October 4, 2001, comp time report, the surplus of the 94 Crown Victoria and Department head Reports. Alderman Hillier moved, seconded by Alderman Smith approval of the agenda. Motion passed unanimously.

**OLD BUSINESS:**

**Camp Lejeune/Onslow Co. Joint Land Use Plan Video**

Mrs. McLaughlin explained that Camp Lejeune has a video detailing what the future plans are for the Joint land use Plan. Mayor Bostic stated that the video would be available to be viewed after the meeting for anyone who was interested.

**Request for Extension of Time by C&M Investments**

John Starzynski, the Building Inspector for N. Topsail Beach, stated that Oceanside R.V. Park has asked for an extension of time to bring his R.V. Park into compliance. After inspecting the Park in February 2001, Mr. Starzynski found numerous violations, especially with the sewer lines. Mr. Starzynski has given the Park numerous extensions for a period of up to 6 months now. Mr. Starzynski would like to move forward by fining the Park. Alderman Flynn asked how much time the Park was requesting. Mr. Starzynski does not know. Alderman O'Donnell asked if the violations with the sewer were to be addressed by Onslow County or if it was the jurisdiction of the Inspection Department. Mr. Starzynski stated that NTB is only dealing with the violations from the campers to the sewer tanks, but that the Park has violations with the septic tank that Onslow County is addressing. Alderman Flynn wanted to know how Onslow County was allowing them to continue to operate with health violations. Mr. Starzynski said he did know. Alderman Flynn asked what consequences the Park would face. Mr. Starzynski said there would be daily fines. Alderman Flynn suggested that we extend the deadline to December 1, 2001 and start to fine him each day thereafter. Mayor Bostic agrees. Alderman Smith asked how many lots are there in the Park and how many are in violation. Mr. Starzynski said there are 38 lots and all are in violation. Alderman Sizemore feels we should take stern action, chain the driveway and close him down immediately. Alderman O'Donnell agrees. He states that this is a known health hazard that we are allowing to continue. Alderman Sizemore would be concerned to give an extension on a health hazard. The consensus of the Board is to give Oceanside R.V. Park until December 1, 2001 to come into compliance.

**Dog Ordinance**

At our October meeting some citizens had concerns over the number of dogs an owner should keep on their property. Mrs. Carbone has reviewed some ordinances of other towns. There are only a few towns that even address this issue. She read some examples from other small towns similar to NTB. Emerald Isle limits the number of dogs you own depending on the square footage of the homeowners property. Beaufort states "The number of dogs. To have custody on a single- family residential lot of more than four dogs over the age of three months." Mrs. Carbone asked if the Town wants to limit the number of dogs an owner can have. Alderman Sizemore stated that this is an unusual situation and he feels there is no need for an ordinance. Alderman Flynn noted that limiting the number of dogs will not help with the barking. He feels we should look at our ordinance regarding barking dogs and maybe fine tune that ordinance. Alderman O'Donnell disagreed with Alderman Flynn. He feels the more

dogs there is in one area, the more barking. Alderman Sizemore agreed with Alderman O'Donnell. He stated that most lots here on NTB are small lots and it is not the place for a bunch of dogs. The less dogs, the less barking. He feels dog owners should be considerate of their neighbors. Mayor Bostic noted that even if an ordinance was put in place, all present owners would be grandfathered.

#### **Request from D.O.T. to add Topsail Road to Town's System**

D.O.T. has approached the Town about adding Topsail road to the Town's system. They stated that this road would qualify for Powell Bill Funds. This has been brought up to the Board many times before and each time the Board has decided not to accept it. Alderman Flynn asked what is the value to the Town should we decide to accept it. Mayor Bostic said it will increase our Powell Bill fund by about \$20,000, but it will probably cost more than that to maintain the road. The consensus of the Board was to thank D.O.T. for the offer but not to accept it.

#### **Comp Time Report**

Alderman O'Donnell stated that he would like to see something put into our ordinance on how employee's use comp time. For example, it must be used within that period or it is lost. Mrs. Carbone pointed out that some employee's incur so much comp time that it would be virtually impossible for them to use it all in a short period of time. Mrs. Carbone noted that the comp time has decreased tremendously over the last couple of months. Alderman O'Donnell said that it has decreased and it looks much better.

#### **NEW BUSINESS:**

##### **Dune Fund/Maintenance Fund**

At the October Board Meeting Alderman Flynn requested that we look at establishing a maintenance fund for repairing the dunes. He suggested that we add a maintenance line item to the Dune Fund and use the money from the maintenance line item for things like repairing the bulldozer, planting beach grass and constructing sand fence. Lydia King suggested that since our budget is already in place for this year we should establish a separate fund for the next fiscal year. Mrs. Carbone also stated that she has received calls from distributors who deal with the beach grasses. They would like to know if we will be planting next spring. We need to decide if and when we will plant again, orders usually go in by January. Alderman Smith asked how we were planning on distributing it. One year we let citizens buy it, one year we did a cost share program and one year we funded the entire cost. Alderman Flynn said just because we offer beach grass to citizens does not mean they will plant it. It needs to be all or nothing. Alderman Smith said we should at least give the citizens the opportunity. Alderman Smith asked Sue McLaughlin if she knew how much sand fence needed to be replaced. Mrs. McLaughlin said that a total of about one and a half to two miles would need to be replaced. Alderman Sizemore said the fence is down because the water has cut the dune down. We are wasting money by not having a plan. Alderman Flynn agreed with Alderman Sizemore. He feels we need to involve the citizens. Alderman Sizemore says we should consider using 2% of the 5% for dune maintenance and the remaining 3% for beach nourishment. Alderman O'Donnell feels that the Town should not pay 100% of anything. He stated that there is a certain amount of financial

responsibilities that goes along with having ocean front property. Mayor Bostic reminded the Board that there will be new Aldermen sworn in at the December meeting and this needs to be discussed with the new Board. Mrs. Carbone asked the Board what they wanted to do with pushing sand. Alderman Flynn said we need to protect the structures but the individual homeowner has the responsibility of his home. Alderman Smith stated if we have the sand, then we should push. That's the reason we bought the bulldozer. Mrs. McLaughlin noted that our modified permit allows us to fix the damage from the storm, and push one more time in the next 5 years. Alderman Smith questioned how much of our beaches would need to be pushed. Mrs. McLaughlin stated at least half. Alderman O'Donnell asked how much it would cost the Town to push. Tommy Best said he would have a figure to present at the next meeting. Alderman Smith stated the North End cannot wait another month. Alderman Sizemore explained there is no sand to push at the North End, and that is where it is needed the most. Alderman Flynn noted that engineers have said pushing does not hurt the ocean body and it does not help the dune. It just helps mentally. Mayor Bostic said if we push a little each year it helps. Alderman Flynn asked what about the cost? Alderman O'Donnell thinks it should be a 50/50 share. Alderman Smith asked how we would collect the money. Mayor Bostic suggested we bare the cost this year, but look to develop a plan for next year to collect. Alderman Smith made a motion to start pushing sand where we can, when our CAMA permit allows us to, seconded by Alderman O'Donnell. Motion passed 4-1 with Alderman Sizemore opposing.

### **Occupancy Tax Collection**

Lydia King, the Finance Officer, explained to the Board that she has spoken with several Coastal Towns about the collection of the Accommodations tax, and has put together a draft letter that will be sent to all property homeowners as well as to all rental agencies. This information will be compiled and entered into a database. The database will be used to account for taxes collected. Alderman Flynn asked what will happen if someone does not pay. Mrs. Carbone said it states in the letter any persons or agencies who willfully attempt to evade the tax will be guilty of a misdemeanor and will be required to pay a penalty. Alderman Flynn asked how the Town will enforce that. Mrs. King said there is no fool proof way to know. We would rely on citizen's involvement. Alderman Flynn noted it needs to be stated the resolution needs to reflect a time limit. Mayor Bostic questioned how we would address the R.V. parks here at NTB. Alderman Smith asked if the Town has to collect the tax money. Mayor Bostic said we are better off to collect it ourselves. That way we don't have to pay someone else to do it for us. Mayor Bostic asked Mrs. King to clean it up and bring it back to the December Board meeting.

### **Donation of 4474 Island Drive**

Mrs. Carbone stated that Mr. and Mrs. Sandlin would like to donate their ocean front property at 4474. There will be stipulations on it. We cannot build any structure on the property, no public parking and we are not allowed to sell it. Mrs. Carbone stated there is really no benefit for the Town in taking this property. We would have to pay taxes on this property that would be of new use to the Town. The consensus of the Board was to decline the offer.

**Budget Amendment #4**

Mrs. King submitted Budget Amendment #4. Alderman O'Donnell asked how we could be \$3000 over spent on the lease purchase line item if we sent one of the computers back. Mrs. Carbone stated that we also had to send back the copiers and pay our origination fees. Mayor Bostic noticed funds were cut under the Governor Highway safety program line item. Police Chief said the Department did not have matching funds for the grant so they reduced the grant to where they would be able to meet it. Alderman O'Donnell moved to accept Budget Amendment #4, seconded by Alderman Smith. Motion passed unanimously.

**MANAGER'S REPORT:**

1. Mrs. Ford has come into compliance in regards to her fence. It is 4 feet in the front and 5 feet in the back.
2. The dozer is still being repaired. Does the Board agree to push sand after November 15<sup>th</sup>?
3. The Police Department has received numerous grants. They will receive \$52,342 for technology/mobile data software; \$8,900 from the Governor's Highway Safety Program; \$900 from the League for body fluid kits and \$990 from the League for liability grant signs. They will also receive from the League body armor reimbursements which are dependant on purchases. Also, for federal vests, they will receive \$3,166.00.
4. The elections will be held at the town hall on Tuesday, November 6<sup>th</sup> and the County will use new voting equipment that they would like to buy in the future. Our town will be used as one of their test sites.
5. The Division of Emergency Management has reviewed our Hazard Mitigation Plan and they agreed that our document meets the Division's minimum criteria for hazard mitigation plans. They congratulated us on a job well done!
6. Officer Tasha Solano did not meet training requirements and she is no longer with NTB.
7. Fire Marshal Best and Assistant Fire Marshal Moore have informed me that they are still having problems with volunteers not attending the proper training sessions. Mr. Best will be sending letters out shortly to the volunteers addressing this issue.
8. We have set a date for the Town's Christmas Party. It will be held on Saturday, December 15, 2001 at 6:30 p.m. at the North Shore Country Club and the Green Turtle has agreed to cater it again. All of the staff agreed to hold it at the club since everyone had such a good time last year. All committee members will be invited.
9. John Starzynski has left a message for Curtis Yates, of D.O.T. regarding our proposed bike path. He has also reviewed information on D.O.T.'s web site. Mayor Bostic and Mayor Pro-Tem Smith have asked that we put \$10,000 into a line item for a bike path. The Board would have to agree to do so. Also, the

Bike Path Committee should meet in the near future to discuss the project and to look into grants.

10. I will be attending a terrorism workshop on Friday from 8:00 a.m. to 12:00 p.m. at the Onslow County E.O.C.

11. I met with Joe Myers of DRC and he will be providing training for us regarding hurricane issues.

**MAYOR'S REPORT:**

Mayor Bostic stated that he and the Interim Town Manager went to the Onslow County Commissioners meeting workshop where they addressed tourism issues. They received a preliminary report. Mayor Bostic said it did not look promising. It seems as though the Civic Center and the Marine Corp Museum have taken precedence. The report indicated no more money will be given to us until the 2005-06 Onslow County budget season. Mayor Bostic said it would take more than 5 or 6 Board Members; he encouraged citizens to write letters and make phone calls to various County Commissioners to stress the importance of being a partner in our Beach Nourishment Program. Mayor Bostic had a chance to meet our new Department of Transportation Engineer, Mr. Vause. Mr. Vause is the son of the former Town Manager, Ann Vause.

**ALDERMEN'S REPORT:**

Alderman Smith stated he had read about the efficiency of sales tax and what we may not receive this year in the League Letter. He suggested we take a look at our existing budget. Mrs. King stated that it was already decreased to start with based on the decrease in population.

Alderman Sizemore noted that this will be his last meeting before the new Board begins in December. He thanked the Board, and said it has been an honor to serve with them. He feels we have come a long way and the Town is in much better shape today than it was when he first became an Alderman.

Alderman Flynn reiterated the need for citizen involvement in Beach Nourishment. He reminded citizens about the meeting with the Army Corp of Engineers, November 15. He also reminded the citizens that they are not coming specifically to talk about the North End. (The November 15<sup>th</sup> meeting was postponed until December 11<sup>th</sup>)

**ADJOURNMENT:**

The meeting adjourned at 10:42 p.m. Motion made by Alderman O'Donnell, seconded by Alderman Flynn.

Respectfully submitted,



Christina Watkins  
Deputy Town Clerk



**Budget Amendment #4  
Revenues**

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-335-15 Misc. Insurance	\$2,225.00	\$242.00	\$2,467.00
10-339-00 Intangibles Tax	\$0.00	\$19,721.00	\$19,721.00
10-348-02 Governors Hwy Safety Program	\$27,000.00	(\$19,668.00)	\$7,332.00
10-348-05 COPS MORE Grant	\$0.00	\$52,342.00	\$52,342.00
10-351-03 Body Armor Reimbursement	\$500.00	\$750.00	\$1,250.00
10-359-01 Refuse Collection Prior Year	<u>\$2,500.00</u>	<u>\$300.00</u>	<u>\$2,800.00</u>
	\$32,225.00	\$53,687.00	\$85,912.00
Revenues increased by:	\$53,687.00		

10-335-15 Refund for Premiums on Public Works truck sold  
 10-339-00 state issued Intangibles Tax  
 10-348-02 GHSP Grants funds were decreased  
 10-348-05 Grant approves for Police Department for Technology/Mobile Data Software  
 10-351-03 Reimbursement for Ballistic Vest, Funds to be use to purchase another vest  
 10-359-01 Revenues for Prior Year Solid Waste Fees are higher than expected

## Expenditures

<u>Account Name</u>	<u>Budgeted</u>	<u>Increase Decrease</u>	<u>New Budget</u>
10-420-09 Workers Compensation	\$13,106.00	\$278.00	\$13,348.00
10-420-76 Lease Purchase	\$17,500.00	\$2,964.00	\$20,464.00
10-420-54 Insurance and Bonds	\$34,617.00	(\$3,242.00)	\$31,375.00
10-490-33 Departmental Supplies	\$0.00	\$55.00	\$55.00
10-490-31 Gas, Oil, Tires	\$500.00	(\$55.00)	\$445.00
10-510-55 Governors Hwy Safety Program	\$40,000.00	(\$27,100.00)	\$12,900.00
10-510-37 Ballistic Vest Replacement	\$0.00	\$750.00	\$750.00
10-510-56 COPS MORE Grant	\$0.00	\$52,342.00	\$52,342.00
10-999-01 Contingency	<u>\$46,606.00</u>	<u>\$27,695.00</u>	<u>\$74,301.00</u>
	\$152,329.00	\$53,687.00	\$206,016.00

Expenditures increased by: \$53,687.00

10-420-09 Worker Compensation insurance increased  
 10-420-76 increased due to Shipping old copiers back and one time fees for new computers and leases  
 10-420-54 Used to balance department  
 10-490-33 supplies needed for department  
 10-490-31 Used to balance department  
 10-510-55 GHSP funds were decreased  
 10-510-37 Replacement of Ballistics Vest line item off set by revenue  
 10-510-56 Grant approves for Police Department for Technology/Mobile Data Software  
 10-999-01 Actual contingency is \$54,458.00 increased due to revenue increases and expenditure decreases (\$26,763.00+27,695 = 54,458.00)

426

Total Revenue Increases	<u>\$53,687.00</u>
Total	\$53,687.00

**Expenditure increase for each department**

Governing Body	\$0.00
Administration	\$0.00
Planning/Zoning	\$0.00
Inspections	\$0.00
Police Department	\$25,992.00
Public Works	\$0.00
Streets	\$0.00
Refuse Collection	\$0.00
Recreation	\$0.00
Fire Department	\$0.00
Public Facilities	\$0.00
Beach Renourishment	\$0.00
Contingency	<u>\$27,695.00</u>
Total	\$53,687.00

\$53,687.00
<u>-\$53,687.00</u>
\$0.00

TOWN OF NORTH TOPSAIL BEACH  
REGULAR BOARD MEETING  
DECEMBER 6, 2001  
7:00 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Loraine Carbone, Interim Town Manager, Christina Watkins, Deputy Town Clerk, Bill Fuss, Attorney

**QUORUM:**

Mayor Bostic called the meeting to order at 7:00 p.m. in the North Topsail Beach meeting room and declared a quorum present.

**THANK YOU TO ALDERMEN HILLYER AND SIZEMORE:**

Alderman Hillyer said he has been an Alderman for ten years now. He admitted it has not always been fun, but it's been instructive.

Alderman Sizemore stated that he is not only leaving the Town as an Alderman but as a citizen as well. He and his wife will be moving to the mountains in a few weeks. He has enjoyed his time here and hopes that in years to come the Town will look back on him as an asset to the Town. He will miss NTB.

**SWEARING IN CEREMONY FOR MAYOR AND ALDERMEN:**

A swearing in ceremony took place with Clerk of Court, Edward Cole presiding. Mr. Cole swore in Mayor Bostic as Mayor of North Topsail Beach. He also swore in Laurie Sandberg, Joe Vecchione, and Steve Smith as Aldermen.

**ELECT MAYOR PRO TEMPORE:**

Ms. Sandberg made motion to appoint Alderman Flynn as Mayor Pro Tempore, seconded by Alderman Vecchione. Motion passed unanimously.

**ESTABLISH REGULAR MEETING DATES AND TIMES:**

The Board decided not to change the time or date of the regular monthly Board meetings. Motion made by Alderman O'Donnell, seconded by Alderman Vecchione to keep the monthly Board meetings the first Thursday of the month at 7p.m. Motion passed unanimously.

**DESIGNATE TWO ALDERMEN TO SIGN SIGNATURE CARDS:**

Alderman Vecchione and Alderman Flynn both volunteered to sign the signature cards along with Mayor Bostic. Alderman Smith made motion, seconded by Alderman Sandberg. Motion passed unanimously.

**APPOINT OF ALDERMAN TO TOWN DEPARTMENTS:**

Alderman Sandberg moved, seconded by Alderman Flynn to accept the suggestions made by the Town Manager.

**APPROVAL OF AGENDA:**

Alderman Sandberg made motion, seconded by Alderman Vecchione approval of the agenda. The motion passed unanimously.

**REQUEST TO ADDRESS THE BOARD:****Mike Rabinowitz**

Mr. Rabinowitz requested that we condemn the 2 vacant lots between 2278 and 2286 NRIR, to minimize the destruction to these lots. He stated that the dune line is crumbling and is being abused by contractors. He felt that there could be a permitting process in place to allow construction vehicles to pass over for repairs, but not on a regular basis. He understands that sandbagging may not be an option according to CAMA rules. Mr. Rabinowitz stated that because this dune line is already crumbling, it is possible for storm water to leap over the broken dune and threaten the utility boxes and lines at the rear of the property. Since the Town cannot maintain private property he is requesting that these lots be condemned so that the Town could build up the dune line. Alderman O'Donnell would like for this matter to be put on the agenda for the January meeting.

**OPEN FORUM:****Dick Farley**

Mr. Farley asked the Board to open the crosswalk that is located at Oyster Lane. This crosswalk has been temporary closed due to erosion problems on the North End. He feels this crosswalk should be open for the North End residents to access the beach. He stated that it would be unfair for the Town to ask the citizens to help pay for beach nourishment, when their access to the beach is restricted. Mr. Farley was concerned that closing the access will affect the property value of the homes on the North End. Mr. Farley stated that many people have a deeded right to that crosswalk and have a right to access it. He stated there are many homeowners who rent their homes out. The beach is what they are here for and we should not deny them access to the beach.

**Saundra Bertarelli**

Mrs. Bertarelli addressed the Board with concerns regarding erosion at the North End. She pleaded with the Board to use whatever power they have to get some relief. She stated that she has written letters and called T.V stations. She does not know what else to do. Mrs. Bertarelli said she was sorry for the inconvenience of the Oyster Lane crosswalk being closed, but she was glad the Town took that action. Mrs. Bertarelli stated that if the Oyster Lane crosswalk were to open up, the residents would have to cross the sandbags that she and her neighbors have spent a lot of money to try and save their homes. The Town must do what they can to protect these threatened

homes. She asked the North End residents to use the crosswalk located on the north side of the Topsail Reef, two lots down from the Oyster Lane crosswalk. Mrs. Bertarelli commented that there is no beachfront left in front of these homes anyway. You have to walk south in order to walk the beach. She reminded the Board that she is willing to do whatever it takes to get anyone to listen and take some action to help the North End of NTB.

**Robert Briggs**

Mr. Briggs stated that he, Mr. Taylor, and Mr. Lukralle have been fighting the erosion for a year. They had to go to Elizabeth City to get approval to place sandbags in front of their homes. He commented on accessing the Oyster Lane crosswalk. He stated there is no beach to access. Mr. Briggs noted that his insurance must have a name of a wave that damaged his home to make a claim. So he has asked the Board to name the waves that are crashing into the pylons under his home.

**Dan Tuman:**

Mr. Tuman is a North End resident but does not live on the ocean front. He stated with all the talk and coverage about the oceanfront homes that are in immediate danger, no one has talked about the effect of the erosion if it reaches New River Inlet Road. He said the 2300 and 2400 block of New River Inlet Road is in danger. If the erosion continues it could damage the utilities making the houses unable to be occupied. He feels that our situation is similar to the Masonboro Inlet. Maybe we could talk to Spencer Rogers about doing what they did. Mr. Tuman also suggested a North End workshop with FEMA, Spencer Rogers and who ever else we can get to come. He stressed it needs to be a group effort.

**Mike Rabinowitz:**

Mr. Rabinowitz feels that it is time to step up to the Army Corps of Engineers. He stated that the Corps has been dealing with this type of problem for years and it does not require a four year study. He noted if the Corps does not know what they are doing by now, they have been wasting the public money. We are asking for help to save one of North Carolina's finest beaches. Mr. Rabinowitz noted the State thought it was wise to spend ten million dollars to keep a lighthouse from falling in the ocean. They did so because tourists came to see it. He stated that tourists also come to North Topsail Beach. Mr. Rabinowitz said that South Topsail was able to have the inlet dredged. We need to figure out what political power they had and do the same. We need action immediately; we do not have six months.

**Steven Taylor:**

Mr. Taylor lives at 2320 NRIR. His home is endangered and has been for about a year. He admits that when the erosion was affecting five families it was not of grave concern. Now that it is many more families in jeopardy it is a much larger problem. There is always strength in numbers. Mr. Taylor has asked the citizens and the Town to work together. Maybe we could form a group that will look into possible solutions. Mr. Taylor noted that there may be funds available with Hazard Mitigation. Possibly we might receive some assistance from D.O.T. because the ocean is very close to NRIR. Mr. Taylor reiterated the importance of working together as a Town.

**Andre Barkentin:**

Mrs. Barkentin is a new resident to NTB. She asked the Board if it would be possible for all three Towns on Topsail Island to come together and ask for money from the

government. Mayor Bostic explained that it would take a whole meeting to explain why that may not be possible. Mayor Bostic said he knows there is a need for a special meeting to be called and that would be the time to address that question. Alderman Sandberg suggested to Mrs. Barkentin she attend the Beach Nourishment meetings.

**Tanya Boyle:**

Mrs. Boyle stated that she has been taking measurements of the water in front of her oceanfront home. On November 13<sup>th</sup> she measured and there was 42 feet of sand in front of her property. When she measured it again on November 16<sup>th</sup> there was only 24 feet. She went to the National Weather Service website and printed out a report on how there was different combination of things that would cause unusually high swells, possibly up to 13 feet. In that three day time span is when the bulk of erosion happened to her home. Mrs. Boyle noted that Jones Onslow Electric came out on Nov. 17<sup>th</sup> to move her junction box back for the second time. The workers from Jones Onslow had confirmed that they have never seen waves that high and that it may have been higher than 13 feet. She was told by her insurance adjusters that there must be a named storm in order to have a claim. Mrs. Boyle said the lack of empathy and concern here on NTB is awful. Mr. and Mrs. Boyle have formed a group called the North Topsail Beach Survivor group. This group already has funds and they have contacted an attorney. Mrs. Boyle asked anyone who is interested in joining this group contact her at 328-4970 or 328-2932.

**CONSENT AGENDA:**

The consent agenda consists of November 1, 2001 minutes, resolution levying an occupancy tax, resolution and contract for Public Access Grant and department reports. Alderman Sandberg moved, seconded by Alderman Vecchione to approve the consent agenda. Motion passed unanimously.

**OLD BUSINESS:**

**Joint Land Use Study**

The Interim Town Manager asked the resolution to be signed in order for the Town to participate in the Joint Land Use Study. The cost is \$168.00 and it's based on our population. Mrs. Carbone also stated that Camp Lejeune and Onslow County have requested that an elected official serve on the Policy Committee and a Technical Advisor must be named to serve on the Technical Committee. Mrs. Carbone recommended Sue McLaughlin for the Technical Committee. Alderman Smith asked what the money was to be used for. Mrs. Carbone stated that most of the funding is coming from the Government, but this is our share. Alderman O'Donnell sees no benefit for NTB in joining in with this study and would not like to see Mrs. McLaughlin serve on the Technical Committee because she already works over a 40 hour week due to the other various committees that she is on. Alderman Flynn felt it important that we are involved in this study but agreed with Alderman O'Donnell that Mrs. McLaughlin is already spread too thin. Alderman Sandberg suggested Interim Town Manager, Loraine Carbone. Mayor Bostic said he had attended a meeting on this and would like to be appointed to serve on the Policy Committee. Alderman Vecchione made a motion, seconded by Alderman Sandberg to appoint Mayor Bostic to the

Policy Committee and Loraine Carbone as the Technical Advisor. Motion passed 4-1 with Alderman O'Donnell opposing.

### **Town Manager Search**

At this time the Town has received 21 resumes for the Town Manager. Mrs. Carbone asked that a committee be formed to review the applications. The Board needs to decide on whether or not the Town will pay travel expenses during the interview process. Alderman Vecchione does not support paying travel expenses. He stated if the applicant is eager enough for the job, they will cover any expenses they incur. Alderman Vecchione felt that our Town is strapped financially already and cannot pay any travel expenses. Alderman Sandberg felt that we should leave it open. She stated there may be someone the Town is really interested in that we may have to pay travel expenses for. Alderman Smith agreed with Alderman Sandberg to leave the option open. He suggested not paying expenses for the initial interview, but possibly paying if the Town requests a second interview with the applicant. Alderman Flynn stated that he would like to see a committee formed, review the applications, and narrow it down to 5 to bring back before the Board. At that time we can decide whether or not to pay all, some, or none of the travel expenses. Alderman Flynn asked what size committee we want to have. Alderman Sandberg suggested a committee of five. Alderman Smith agrees with Alderman Sandberg, and he suggests that we involve the citizens in the process as well. Alderman Smith felt the committee should consist of maybe one Alderman and four citizens. Alderman Flynn thanked Alderman Smith for stepping forward to chair that committee. Mayor Bostic asked when they would want to meet. Alderman Smith suggested 9 a.m. on December 8th at the Town Hall meeting room. Mayor Bostic asked anyone who was interested in joining the committee to speak to him or The Interim Town Manager after the meeting. Attorney Bill Fuss reminded the committee of the necessity for security when reviewing the applications. Alderman Flynn made motion, seconded by Alderman Vecchione to establish a citizen committee chaired by Alderman Smith. The motion passed unanimously.

### **Beach Grass**

Sue McLaughlin stated she has been in touch with Mr. Mercer regarding sea oats. Mr. Mercer is offering the Town sea oats at \$0.40 per plant. In addition he will offer home owners the same price for the plants. He also has volunteers that would help pass out the plants and collect the money if the Town is interested. Mrs. Carbone asked the Board if they want to continue to buy plants or split the cost with the Town. Mrs. McLaughlin has given the Board members an estimate of the plants needed to plant only the areas that will be pushed by the Town. Alderman O'Donnell is in favor of a cost sharing agreement. He asked what is the delivery date for these plants. Mrs. McLaughlin said around February or March. Alderman O'Donnell stated if we were going to do this as a Town, we need to push the whole town and not just the areas that we are pushing. Alderman Flynn also questioned why we are planting only in the areas that we are pushing. We plant on the land side of the dune, so it should not matter if that particular dune was pushed or not. Alderman Flynn said we need to focus on planting now. Alderman Flynn asked Mrs. McLaughlin what would be the cost to plant the whole Town. Mrs. McLaughlin said she does not have an estimate for the whole Town, but it would probably be around \$45,000 based on last year's price. Mrs.



McLaughlin stated that by CAMA we are required to plant the areas that we push under the CAMA permit. Mayor Bostic reminded the Board that we still do not have our CAMA permit to push. Mrs. McLaughlin noted we have to order the plants as soon as possible. Alderman Sandberg asked what have we budgeted for plants. Mrs. McLaughlin stated there is not a specific line item for plants. Alderman O'Donnell noted that sea oats are more expensive than some other types of plants. Mrs. McLaughlin said that Mr. Mercer charges the same price for all types. Alderman Flynn would like additional estimates and information. He asked if we could let Mr. Mercer know after the January Board meeting. Mayor Bostic asked Mrs. McLaughlin to get an estimate on planting the whole Town and delivery dates. Mr. Joe Nunnery asked the Board how much was spent last year on planting. Mrs. McLaughlin said about \$24,000. Mr. Nunnery stated that most of the plants from last year did not make it, and that was money wasted. A citizen asked how the Town would collect money if the Board wanted to do a cost sharing program. She also stated she would be happy to do a cost sharing program but all the citizens would have to be approached.

#### **Howard Marlowe's Contract**

Mrs. Carbone explained our contract with our lobbyist, Howard Marlowe, ends on December 31, 2001. She is asking the Board to decide whether or not to renew his contract. We currently pay \$3,000/month plus expense costs. Mr. Marlowe has also suggested we hire Tom Jarrett to work with him at an added expense. Alderman Sandberg said he is not doing the job, why does he need an assistant. Alderman O'Donnell says he was helpful in the beginning, but he is not in favor of renewing his contract. Alderman Flynn noted when we hired Mr. Marlowe we were behind the power curve for getting money. He stated without his efforts we would have not been able to get the \$100,000 and we thank him for what he has done for NTB. Alderman Flynn does not believe that he would be of extended value at this time. Alderman Flynn said he would be interested in some sort of a proposal from Tom Jarrett. He felt he might be an asset to the Town. Alderman Smith agreed with Alderman Flynn. He would like to see some negotiation with Tom Jarrett. Alderman O'Donnell made motion, seconded by Alderman Sandberg to let Howard Marlowe's contract expire and negotiate with Tom Jarrett. The motion passed unanimously.

#### **Comp Time**

At the last meeting Alderman O'Donnell requested that we look at our personnel policy regarding comp time. Mrs. Carbone explained that the policy states "whenever practicable, departments will schedule time off on an hour-for-hour basis within the applicable work period for non-exempt employees, instead of paying overtime." Mrs. Carbone said she has been monitoring the comp time and whenever practicable employees with comp time will take time off. Mrs. Carbone noted the comp time has decreased about 600 hours from this time last year. Alderman O'Donnell felt the comp time is still too high. He noted there is a 25% increase from last months total to this month. Alderman O'Donnell stated that the employees are hired to work a 40 hour week, and when they reach 40 hours they need to go home. Mayor Bostic would like for Mrs. Carbone to continue to monitor comp time.

**NEW BUSINESS:**

**Appoint to Planning Board**

Interim Town Manager, Loraine Carbone, stated there are two openings on the Planning Board. We have received two applications. Mrs. Carbone requested that the Board appoint Hillary Zang and Harrie Manner to the Planning Board. Alderman Vecchione made motion, seconded by Alderman Sandberg to appoint Manner to the shorter term and Zang to the longer term. Motion passed unanimously.

**Release of State Economic Development Fund to Region P**

The Eastern Carolina Council is again requesting that we adopt a resolution agreeing to release state funds to assist region P in economic development efforts. Our share is \$68.31. Alderman Vecchione made a motion, seconded by Alderman Smith, The motion passed unanimously to adopt the resolution.

**Donation of Property**

Gabrielle Reddin would like to donate her property located on Topsail Road. This property is unbuildable and is between 14<sup>th</sup> and 15<sup>th</sup> Avenues. Mrs. Carbone recommended that the Board accept these properties. Alderman Vecchione made a motion, seconded by Alderman Smith to accept donation of property subject to title search by Attorney Fuss. Motion passed unanimously.

**MANAGER'S REPORT:**

1. As of yesterday, we have received 546 responses regarding the 3% Accommodations Tax. A total of 2,598 letters were mailed. At this time there are 413 no rentals; 106 rentals by agencies; 9 rentals by owners and 2 that are exempt. Collection of the 3% tax will start in January.
2. A Beach Nourishment Committee meeting will take place on Tuesday, December 11<sup>th</sup> at 6:00 pm. The Corps will meet at 7:00 pm to discuss the Shore Protection Project.
3. Onslow County Commissioner Joe McLaughlin left a message on Saturday, December 1<sup>st</sup> and noted his concern for beach erosion that weekend. I spoke with him yesterday and told him that the erosion had increased. I also told him that without monetary support from the County, it would be difficult to nourish the areas in the CBRA Zone.
4. Since the Aldermen's emails are listed on our Website, I ask that you please check your email on a regular basis. Also, that is the way I would alert you to information that I feel you should have.
5. I am requesting that we move the January 3, 2002 Board meeting to Thursday, January 10<sup>th</sup>. I will be in the Boston area for a wedding and Christina will be in

California for the holidays. The Planning Board could reschedule their meeting set for the 10<sup>th</sup>. The Board approved to move the meeting to January 10<sup>th</sup>.

6. Commissioner of Insurance Jim Long is holding an Open House on Monday, December 17, 2001 from 11:00 am until 1:00 pm in New Bern. I have copied the invitation for you if you are interested in attending.
7. We are collecting toys for "Toys for Tots". You have until December 14<sup>th</sup> to drop off toys or if you would like us to shop for you, we will be accepting monetary donations until December 12<sup>th</sup>.
8. Chief Salese was awarded the Advanced Certificate by the North Carolina Criminal Justice Education Standards Commission on November 15<sup>th</sup>. The Advanced Certificate is the highest Professional Certificate awarded to Law Enforcement and Criminal Justice Officers in North Carolina.
9. A letter has been sent to Sonny Johnson regarding his condemned property. He has 60 days from December 3<sup>rd</sup> to remove this piece of property.
10. I want to thank the Beautification Committee for the beautiful holiday decorations that they put up. Also, you can thank them for pursuing the purchase of the Snowflakes for the Town.

#### **MAYOR'S REPORT:**

Mayor Bostic reiterated the necessity of the Alderman checking their mail on a regular basis. Mayor Bostic stated that Mr. Long has a lot to do with NTB so it would be very nice if we could have a good attendance at his open house. Mayor Bostic asked the citizens to remember our Military men and women who are away from home this holiday season. He also asked that we work together on the North End. He understands that it is a difficult situation and there are no easy answers, but we will accomplish more when we work together.

#### **ALDERMEN'S REPORT:**

Alderman Flynn reminded citizens of the Beach Nourishment meeting on Tuesday December 11 at 6p.m. and the Army Corp of Engineers meeting following at 7:00 p.m. The Corps is bringing experts to take questions. He also asked everyone to take a moment out on December 7<sup>th</sup> to remember those who were involved in Pearl Harbor.

Alderman O'Donnell stated that he read an article that the State can now garnish your income tax refund to pay property taxes. He suggested that we investigate this to possibly use in our own town. Alderman O'Donnell suggested that the Town buy a sign and place it on the road at Town Hall to keep citizens informed of upcoming meetings and events. He thanked the citizens for the turnout and encouraged them to keep writing letters.

Alderman Sandberg asked about setting a special meeting to deal with the erosion problems that were addressed in open forum. She suggested we plan a workshop devoted solely to the North End and invite key personnel, such as Spencer Rogers. Mrs. Sandberg asked about the Winter Retreat for the Alderman, when and where it would be this year. Discussion took place about a date and place. Mrs. Carbone will contact the EOC in Jacksonville and check if specific dates are available. She will bring the information back to the January meeting.

Alderman Smith stated that the Town is very concerned about the North End. He said the State and County have to help, we can't do it alone. He wished everyone a Merry Christmas.

Alderman Vecchione agreed with Alderman Smith about the North End. He stated he is talking to New Jersey, Connecticut, and Massachusetts to find out what pro-active approaches they have taken. He wished Happy Holidays to everyone.

**ADJOURNMENT:**

The meeting adjourned at 9:42 p.m. Motion made by Alderman O'Donnell, seconded by Alderman Vecchione.

Respectfully submitted,



Christina Watkins  
Deputy Town Clerk

TOWN OF NORTH TOPSAIL BEACH  
NORTH END WORKSHOP  
DECEMBER 18, 2001  
6:30 P.M.

**PRESENT:**

Mayor Marty Bostic, Mayor Pro-tem Steve Smith, Aldermen John Flynn, Peter Hillyer, Bill O'Donnell and Otis Sizemore, Loraine Carbone, Interim Town Manager, Christina Watkins, Deputy Town Clerk, Bill Fuss, Attorney

**Spencer Rogers**

Mr. Rogers showed a series of slides of the North End dated back to 1938. The pictures showed the natural migration of the Inlet over the last 63 years. He noted the off shore shoal growing larger which caused some erosion to the beach, until the gap was filled by the shoal moving on shore. This happened many times. Mr. Rogers stated the history of this Inlet is very stable compared to other Inlets. In 1958 the channel was dredged and the entrance was moved. A citizen asked what effect has the dredging had on North Topsail Beach. Mr. Rogers stated the equipment the Corp uses has had little impact on our beach. He does not feel the dredging is related to the erosion problem on the North End of the Island. Mr. Rogers said if history repeats itself there should be another big shoal off shore but from the most recent aerial photos he cannot see one. Alderman Flynn asked how often we get aerial photos taken. Mr. Rogers said he gets his pictures from the Army Corp of Engineers, but he does not know how often they take the pictures. He stated the erosion may continue for weeks or months, but recovery will follow. Mr. Tuman asked if there were anything that could be done to stabilize the area of beach with houses. Mr. Rogers stated beach nourishment projects are very effective. A citizen said the beach nourishment projects take to long and these homes need immediate relief. She asked if bringing in sand would help. Mr. Rogers noted it would not be cost effective to move sand. Mr. Tueman asked Mr. Rogers can he tell how bad it will get. Mr. Rogers said if the shoal is off shore it will get worse before it gets better. A citizen asked why building permits were issued if this was going to happen. Mr. Rogers stated we are restrictive in our setbacks. We have guidelines that you must follow. Mr. Rogers said this does not mean we are deeming your house safe. Mr. Rogers also noted that development is not causing the erosion.

**Chris Crew**

Mr. Crew is from NC Emergency Management. Mr. Crew said he has no good news for the residence of the North End. The Division of Emergency Management can offer money for Mitigation projects. Unfortunately there must be a declared disaster to qualify for the Hazard Mitigation Grant program. Mrs. Boyle asked if the State or County can declare the north end a disaster area. Mr. Tueman explained that much of the north end damage was caused from the wave action of hurricane Olga, could that be the declared disaster? Mr. Crew explained the State can ask the President of the United States to declare it, but there must be enough damage to claim it a disaster area. Mr. Crew said roughly the total damage would have to add up to about \$1.50 for

every person in the State of North Carolina, which is about 10 million dollars. Mr. Crew said he does not believe there is that much damage. Mr. Crew stated the acquisition of homes would be the best solution. He explained there is a small amount of money for 2002 that they can use to buy out these homes. Mr. Crew noted you must meet certain requirements for this to happen. Your house cannot be condemned at the time of acquisition. Also your home must be on a buildable lot. In the event of buying out the home, the best case scenario would be 75 cents on the dollar. Mr. Tueman asked if the north end would qualify for any federal money to sandbag or dredge. Mr. Crew said the money would not qualify for grant money because things like dredging and sandbagging are a quick fix and not a long term solution. A citizen asked if they could get money to put up a seawall or something of that kind. Mr. Crew said CAMA rules restrict any hardened structure. He noted that it helps in certain areas but harms others. Mrs. Bertarelli asked Mr. Crew where the north end citizens need to go next. She stated we have written letters and talked to everyone who will listen. She said we have spent a lot of money sandbagging, trying to save their homes. Mrs. Boyle stated that there are resources that have 50 pound sandbags and the equipment to fill the bags that the homeowners can get. She asked if they could get permission to put those sandbags on the north end. Spencer Rogers said the small bags are too light to be stable, they are poor protection. Another disadvantage to using those bags is they are intended for short term use and the ultra violet rays from the sunlight damage the material that the bags are made of. Mrs. Bertarelli noted that the insurance companies will not help until their homes fall in the ocean. Mr. Crew said he does not have any solutions for the north end. He suggested we start with our local representative and work our way up. Mayor Bostic said one of our major problems is that our population is very low. Even though there are roughly 52 houses homeowners in danger, only an estimated 8 are year round residence. A citizen asked what requirements we have to meet to be a full time resident. Mayor Bostic said you must be registered to vote here, a NC drivers license, and receive most of your mail here. Mayor Bostic encouraged the residents, who are able, to move their residency to North Topsail Beach.

### Jay Park

Mr. Park told the north end residence that he was at the north end and looked at the properties in question earlier in the day. He stated that he cannot give a positive solution. He noted there have been recent studies of coastal homes and the prediction is within 50 years 25% of coastal homes will be washed away. Mr. Park said he has 300 different fund sources and we do not meet the requirements of any of them. He suggested when we write letters to our representatives we talk about long term solutions. That will be the only way we will get them to even listen. The only solution right now would be buyout the home or let it fall. Mrs. Boyles asked how they go about doing a buyout. Mr. Park said you fill out an application through the Town. He explained that with the limited amount of funds they have to spend they cannot buy out all the houses. He explained that there is a scoring system that we use that helps us decide who to buyout. Mayor Bostic asked what if one side of a duplex owner wants to buyout but the other does not? Mr. Park said both homeowners of a duplex must agree.

Mrs. Boyles asked if they start the process for a buyout and the house is condemned during the application process, are they then not eligible for the buyout. Attorney, Bill Fuss, stated that there is an appeal process that you can go through. If your house needs to be condemned the Building Inspector must perform his delegated constitutional duties even if you in the application process. Mr. Tueman asked Mr. Fuss if we can get federal funds to sandbag or push the dunes to protect the dune line. Mr. Fuss said with the facts presented that the Town would be doing an unconstitutional act by rendering funds for that. Mr. Kolbe asked if any of the north end homeowners are interested in sandbagging to contact him. His theory is that if they will get a better price if they all do it at once. Discussion took place as to the requirements you need to meet to place sandbags on your property. Mr. Taylor stated he would like to caution the north end homeowners about sandbagging. He explained the situation with his home and how he sandbagged but that did not save his home. His home was still condemned by the Building Inspector. Mr. Taylor said every time he did what the town asked it was not enough. Mr. Tueman asked if someone could explain why things kept changing for Mr. Taylor. Mrs. Carbone said the conditions change almost daily at the north end. In Mr. Taylor's case the water kept coming closer to his home. Mayor Bostic said when the Corp dredges they will be placing the sand on the beach at or around 2320 southward.

**ADJOURNMENT:**

The meeting adjourned at 9:23 p.m. Motion made by Alderman Sandberg, seconded by Alderman Vecchione.

Respectfully submitted,

*Christina Watkins*

Christina Watkins  
Deputy Town Clerk