

## TOWN COUNCIL WORK SESSION MINUTES

Town Hall

Monday, October 20 2014

1:04pm

Mayor Scheessele, Vice Mayor Rice, and Councilman Albright met in work session on Monday, October 20 at the Town Hall. Also in attendance were Town Manager Ryan Hicks, and Town Clerk Andrea Brady.

September 29, 2014 Closed Session –During the closed session held at the end of the Work Session on September 29, 2014 the Mayor and Council agreed to counsel committee on the authorities/responsibilities of his position and the limitations thereof, and discussed the development of a strategy for land acquisition for multiple projects. The closed session adjourned at 4:00pm.

Zoning Amendment: 4145 Indian Head Highway – The Town’s attorney Fred Sussman emailed Town Manager Hicks about his concerns with the text amendment to the Zoning Ordinance. Mayor and Council discussed other possibilities to handle the zoning amendment. Mayor Scheessele suggested rezoning the 3 lots that Mr. Fernandez plans to use for a parking area instead of the text amendment or adopting the full revised draft of the zoning map. Councilman Albright suggested asking Mr. Fernandez to combine all of his lots into one large lot. Mayor and Council requested that Town Clerk Brady email Fred Sussman to find out what the process would be to rezone the 3 lots owned by Mr. Fernandez, and Town Manager Hicks asked Town Clerk Brady to email the Town’s engineer Richard Parks for the most recent draft of the zoning map for review by Mayor and Council.

Boards, Commission & Committees Applicants – The Economic Development Commission currently has one position open for a representative from the citizen community. EDC Chair Donald Anderson has provided Mayor and Council with two applicants for consideration. Town Manager Hicks suggested that before a decision is made on the applicants, Mayor and Council need to decide what they plan to do in regards to the EDC now that the Town has hired Mr. Hodge to develop and implement a plan for economic development. Councilman Albright made a motion to suspend/terminate the EDC. Vice Mayor Rice seconds the motion, Mayor and Council agreed to move forward with suspension/termination of the EDC to allow Mr. Hodge the opportunity to develop and implement a plan for the Town’s economic development unimpeded. At the end of Mr. Hodge’s contract the Mayor and Council will consider reinstating the EDC. Town Clerk Brady will email the Town’s attorney Fred Sussman to begin the process to terminate the EDC and get an ordinance to be presented at the November 3 Town meeting.

Review of November Town Meeting Agenda – Town Clerk Brady put a Boardwalk Project briefing on the agenda as discussed at the September work session. Mayor and Council asked to postpone the briefing until the December meeting when they should have more updated information to share. There were no other changes to the agenda at this time.

Roundtable:

Mayor – Mayor Scheessele shared the new draft for the points of interest panel in the kiosk at the Trailhead Plaza. A new draft was done due to the size of the kiosk. The other kiosk panels will include an Origins of the Town panel, the Points of Interest panel, a Town Businesses panel, and a panel on how to be safe on the trail and the health benefits of the trail. The John Thomas Trailhead Plaza sign is separate of the kiosk. Mayor Scheessele informed Town Manager Hicks about a sink hole he noticed while walking to the Jammin on the Creek event that needs to be repaired. Town Manager Hicks will notify Public Works of the issue.

Vice Mayor – Vice Mayor Rice said there is a possible cleanup project at Mattingly Park between the pier and the bamboo. There is an accumulation of trash and it seems to be a constant issue. Town Manager Hicks will get with Public Works to look into it and clean if they have the needed tools. Vice Mayor Rice also attended Jammin on the Creek and there was a man there flying a drone that has the camera viewable through his phone. Councilman Albright suggested it may be interesting to have 4<sup>th</sup> of July event coverage with the device.

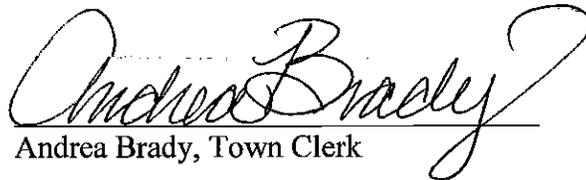
Councilman – Councilman Albright spoke about a situation he witnessed recently where a man in a wheelchair on the sidewalk in DC was having trouble traveling on the sidewalk due to large trash cans in the center. Councilman Albright suggested asking Public Works to be aware of where they place the cans on Town sidewalks to prevent any potential issues here. Councilman Albright also expressed a concern about seeing more signs in Town and wanted to verify that the Town is still requiring permits. Councilman Albright brought up the Town retirement plan as an open issue and he does not want it to be forgotten. Vice Mayor Rice asked what the pending action is. Town Manager Hicks will have Finance Officer Ginger Foster contact the State for fees. Mayor Scheessele recalled that previously it was required that you buy in to join and there was no option to start at zero. Town Manager Hicks will have Ginger Foster check on the cost and the starting options.

Town Manager – Town Manager Hicks reported that the Connector Trail is complete except for the crosswalks and the sign. The Trailhead Plaza is complete except for one touch up of paint and the sign. The sign is under SE Davis contract. Town Manager Hicks will discuss sign location with Richard Parks. Mayor Scheessele said the Trailhead Plaza drawings show the kiosk being larger than what was installed. Town Manager Hicks will speak with Richard Parks to find out why the size of the kiosk changed. Public Works is working on the drainage issue on the Village Green. 4 storm drain inlets have been installed and they will begin spreading the dirt to level the area. The project should be finished this week. The tree at the Wamsley property is scheduled to be removed on Monday October 27, and a final inspection will be done. The Town has court dates coming up for the Weaver property and the Lyles property. Mr. Lyles has made an effort to address some of the issues. There has been no movement on the issues at the Weaver property. The Town's audit is well underway. Mayor Scheessele discussed some issues he experienced trying to provide the auditors with bank authorization through a website they provided and he feels any issues should be handled by the auditors. Town Manager Hicks needs available dates from Mayor Scheessele to meet with Tom Roland to discuss signage. Mary Thompson's funeral arrangements are for Saturday October 25<sup>th</sup> and the information will be emailed to Mayor and Council. Gary Hodge has been speaking with Mr. Slater about SHA funding reinstatement for the Boardwalk project and he has indicated that everything is moving along. Town Manager Hicks and Town Clerk Brady have sent everything that has been requested

and any requests are being addressed as they are received. Several employees are coming up to the same use or lose issue with leave. Mayor and Council may notice some spotty attendance coming up from those employees that have to use their leave. Town Manager Hicks told Mayor and Council that the day after Christmas is a Friday and asked what they would like to do as far as employees working or having the day off. Town Manager Hicks also stated that there would still be a crew coming in on Friday or Saturday to handle dumpsters. Mayor and Council agreed to give the Town employees the day off on Friday December 26.

Town Clerk – Town Clerk Brady asked Mayor and Council if the Town will be having the annual employee Christmas party this year and if they would like to hold it on December 12 or 19. Mayor and Council agreed to hold the party this year and to have it on December 19. Town Clerk Brady has received a quote from Electec for voting machines and Tracy Dickerson from the County Board of Elections will have information for Mayor and Council after the coming election in November. Mayor and Council agreed to wait to make any decisions until they receive the information from Mrs. Dickerson.

Mayor Scheessele adjourned the work session at 2:19pm.

  
Andrea Brady, Town Clerk