



## **Town of Beaufort, NC**

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### **Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, February 10, 2020 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes**

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#### **Call to Order**

Mayor Newton called the meeting to order and asked all those in attendance to join him in the Pledge of Allegiance.

#### **Roll Call**

Town Clerk Davis called roll and declared a quorum present. She stated Commissioner McDonald was absent due to illness. Commissioner Hollinshed made a motion to excuse Commissioner McDonald. The vote was 4 to 0 in favor.

#### **PRESENT**

Mayor Everette Newton  
Commissioner Sharon Harker  
Commissioner Ann Carter  
Commissioner Marianna Hollinshed  
Commissioner John Hagle

#### **ABSENT**

Commissioner Charles McDonald

#### **Agenda Approval**

A motion was made to approve the agenda as presented.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

#### **Calendar**

Town Clerk Davis reviewed the calendar of events for February and March.

## **Project Update**

Public Services Director/Town Engineer Greg Meshaw presented a power point presentation on projects.

In response to the presentation, Commissioner Hollinshed asked about the 100 block Turner Street project and the town's intention to work with the business owners. Mr. Meshaw indicated staff had received many good comments from the business owners and consideration was being given to all recommendations.

Commissioner Hagle indicated he appreciated all of the work done on the projects.

Commissioner Harker indicated she was also impressed by the work that had been completed and the progress of plans.

Commissioner Carter indicated she was glad to finally see projects getting completed.

1. Project Updates for Infrastructure and Randolph Johnson Park

## **Public Comment**

Jannine Facciola, Winding Wood Way, spoke about the need for spaces around town for artists to work and the importance of keeping options open for businesspeople. She spoke about one possible location being 400 Pollock Street and preservation. She asked the commissioners to please consider movement toward growth and not just change.

## **Presentations**

1. Introduction of New Employees

Police Chief Paul Burdette introduced Lieutenant Joel Marion.

Fire Chief Tony Ray introduced Firefighters James Graham and Michael Linz.

## **Manager Report**

Town Manager Day reported NCDOT projects in the district that have been approved such as the Round-a-bout at Hwy 101 and Live Oak have all been pushed out for a year. The right of way acquisition for the Hwy 101 and Live Oak project has been put on hold until further notice.

The Cedar Street project should have started last fall; although still funded, the funding is not available and is unknown when it will be. Currently, NCDOT does not know when any projects will be scheduled.

Mr. Day indicated that NCDOT had originally agreed to resurface the section of road closest to Cedar Street Park, but the confirmation of the resurfacing happening is not known at this time. He indicated he is reluctant to hold up the project at this time.

## **Items of Consent**

A motion was made to approve the Items of Consent as presented.

Motion made by Commissioner Hagle. Voting Yea: Commissioner Harker, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

### **Beaufort Middle School Breezeway Resolution**

**WHEREAS**, our schools are vital to the health and prosperity of our community; and

**WHEREAS**, families move to Carteret County specifically because of our great schools; and

**WHEREAS**, there is clear return on investment in our schools; and

**WHEREAS, the dedicated people of our school system have been on the front lines of identifying the significant needs of students, faculty, staff, and their families on a daily basis, but even more so after recent Hurricanes Florence and Dorian; and**

**WHEREAS, our school buildings require constant maintenance, sustainment, and improvements; and**

**WHEREAS, Beaufort Middle School, for years, urgently needed an enclosed breezeway between separated buildings to enhance safety and security, and to greatly reduce distractions for classes as teachers have to constantly monitor the current doors; and**

**WHEREAS, to date, this safety and security concern has not been addressed.**

Now, **THEREFORE BE IT RESOLVED, THE BOARD OF COMMISSIONERS OF THE TOWN OF BEAUFORT** requests the Carteret County Board of Education and Board of Commissioners allocate appropriate resources to address this specific safety and security need at Beaufort Middle School as soon as possible.

**ADOPTED**, this the 10th day of February, 2020.

1. Draft minutes of the January 13, 2020 Regular Monthly Meeting
2. Correction to Pay Plan – Engineering Intern
3. Resolution Supporting Beaufort Middle School Breezeway
4. Code Enforcement/Budget Amendment - 400 Pollock Street

#### **Items for Discussion and Consideration**

1. Capital Reserve Fund Amendment #1

Finance Director Wood indicated the amendment was for the Capital Reserve Fund to move monies to the Utility Fund operating budget to take care of the hole and placement of piping mentioned in Town Engineer Meshaw's presentation.

A motion was made to approve the amendment.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

2. FY 20 Budget Amendment #5

Finance Director Wood indicated this budget amendment was to receive the \$30K for the repair project noted in the CRF Amendment #1 and allocating funds for costs incurred from Hurricane Dorian. She indicated a reimbursement would be turned into FEMA. She also indicated there was as the need to receive funds totaling \$21,000 into the General Fund from the sale of equipment.

A motion was made to approve Budget Amendment #5.

Motion made by Commissioner Hollinshed.

Voting Yea: Commissioner Harker, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

3. Application for USDA Financing/Grants for Utilities Improvements – Contract with Rivers and Associates

Town Manager Day indicated this was for a new project other than the ones discussed by Town Engineer Greg Meshaw. Mr. Day reported this project included streets that need utility work prior to resurfacing. He stated town staff had been discussing loans through USDA . He indicated Rivers and Associates, Inc. had provided contracts for consideration to help with the submittal process of the application for USDA grant funding and loans.

Commissioner Hagle indicated the USDA funds were only for the utilities and not the resurfacing of the streets. Town Manager Day confirmed this for the commissioners. He indicated the funding for the street resurfacing could be done by USDA funding or commercial loan depending on the interest rates available at the time. Commissioner Hagle indicated the time line was two years away by going this route rather than doing it in house which would increase the time approximately another year.

Mayor Newton indicated for clarification purposes this is for work different from the six lane miles Town Engineer Meshaw spoke about previously.

Commissioner Carter asked if it would be two years before bids went out and the receipt of grant funding. Mark Garner with Rivers and Associates, Inc. reported it would be about two years until the bids are received. Mr. Garner stated the town should know in eight to twelve months what type of financing will be available through USDA and then the design phase will take approximately one year. Mr. Garner indicated at that point in time the bids will go out resulting in about 36 months before the dirt will go back in the hole.

Commissioner Carter asked if it would be to any advantage for the town to not go with the USDA funding. Mr. Garner indicated the USDA had indicated the town would receive significant funding for the sewer project and some funding for the water project. Mr. Garner indicated the town could be looking at 3 to 6 million dollars in grant funding. Commissioner Carter asked if the situation of the repair needs could possibly worsen prior to the beginning of the project. Mr. Garner indicated he did not believe there would be any great changes.

A discussion of expenses incurred before the actual project beginning was held. It was confirmed for all of the board members that any costs to make repairs to items listed in the scope of the project would be cash flowed by the town and then added into the financing documents for reimbursement.

A motion was made to approve the contracts and adopt the reimbursement resolution.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

## **Commission / Board Comments**

Commissioner Hagle indicated it was great to see the new employees in the Fire and Police Departments. He also stated he was encouraged to see the progress being made on the streets, utilities and parks. He thanked the board for being supportive of the Board of Education regarding the resolution for Beaufort Middle School. Commissioner Hagle also offered thanks to the HPC for their work done during the approval of the Cedar Street parking lot for the hotel. For his safety message, he encouraged everyone to be aware of their surroundings when driving.

Commissioner Hollinshed reported the paid parking will be the same for downtown as it was for the past year. She asked for the delineation of spaces on Cedar Street to help increase the number of available spaces. She also asked for consideration to be given for the long-term storage of cars and boats on the streets. Commissioner Hollinshed indicated she appreciated the airport limiting flyovers of the Historic District with the exception of emergencies. She also asked for the town staff and board to consider regulations for VRBO properties.

Commissioner Harker thanked the staff for the work done to get the Town of Beaufort to this point. She thanked Rachel Johnson for getting the Citizen Academy together. She also thanked the Mayor for the resolution supporting school safety. Commissioner Harker indicated she was looking forward to the completion of the Randolph Johnson Park and improvements. She concluded by saying February is Black History month and she is having short videos on Facebook during the month.

Commissioner Carter welcomed the new staff members to the town.

Mayor Newton indicated incremental progress was good for the community on all of the projects.

**Adjourn**

A motion was made to adjourn the meeting. The meeting adjourned at 7:00 pm.

Motion made by Commissioner Harker.

Voting Yea: Commissioner Harker, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

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Mayor Everette S. (Rett) Newton

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Town Clerk