Town of Beaufort, NC
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Town of Beaufort Board of Commissioner Work Session Meeting
4:00 PM Monday, February 24, 2020 - Town Hall Conference Room, 701 Front Street, Beaufort
Minutes

Call to Order

Mayor Newton called the meeting to order.

Roll Call

Town Clerk Davis called the meeting to order and declared a quorum present.

Agenda Approval

Mayor Newton asked for an item to be added to the agenda. The item 5 #13 is the Draft Resolution for Gallants Channel.

A motion was made to approve the amendment of the agenda.

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

Public Comment

No public comments were made.

Items for Discussion and Consideration

1 Sewer Plant Odor Control – Preston Development

Mr. Blackley provided an update on the Preston Development project. He indicated the project currently had 104 units built. He indicated future development plans were in the finalization phase for submittal to the town for approval. Mr. Blackley reported plans were being developed to construct more affordable housing on the western side of the property.

Mr. Blackley additionally asked for the town to consider allowing Preston Development to build the 8.5-acre infiltration pond in Beaufort East Village. He asked for permission to build the pond at the developer's expense of approximately $85,000 in order to receive fill material for use in other areas of the development. McKim & Creed originally designed the infiltration pond.

Mr. Baldwin of McKim & Creed indicated there was a strong odor that is impacted the marketability of the homes when there is a strong west wind. He indicated the proposal was to install an odor scrubber in the general vicinity of the administration building. He indicated the major problem was the in-fluent pump station to which all of the sewer lines in Beaufort flow. He indicated the scrubber was a large cylindrical building 10 feet wide and is operated manually when needed. The building contains two medias to remove the gases released as odor. Mr. Baldwin reported the media lifespan is approximately 5 to 8 years or longer depending on how often the fans are used or needed. The replacement costs for the media is approximately $50,000. There are no chemicals involved in the scrubber and the product converts to a water-based compound thus being sent down into the wet well.

Commissioner Carter asked about the disposition of filters used. Mr. Baldwin reported the filters were typically not a problem and could be placed in the landfill.

Commissioner McDonald asked about the costs involved other than the replacement of filters. Mr. Baldwin indicated the cost would be electrical to run the fan and the fan replacement when needed. Mr. Baldwin indicated the cost to construct the odor scrubber was approximately $235K to $250K. In response to a question from Commissioner McDonald, Mr. Baldwin indicated there would not need to be any physical expansion of the scrubber as the plant increased the amount of wastewater processing.

Commissioner McDonald asked how the engineers had determined the best equipment for the issue. Mr. Baldwin indicated since the need for the scrubber was seasonal or intermittent this proposal was the best one since it was operated by manually switching the scrubber on and off. Mr. Baldwin also informed the members of the board other municipalities and authorities using the same type of equipment were Clayton, Charlotte and Orange Water and Sewer Authority (OWASA).

Mayor Newton asked Mr. Blackley to please consider a process for the need to run the odor scrubber instead of having every resident in the neighborhood call the Wastewater Treatment Plant.

In response to questions of capacity and whether or not another piece of equipment may be required, Mr. Blackley and Mr. Baldwin reported the size of the scrubber was appropriate for the wastewater plant at capacity. Mr. Baldwin indicated the larger amount of flow into the plant, the quicker the processing with less time tor gas buildup.

This item will be placed on the agenda under Items for Discussion and Consideration.

Mr. Blackley indicated he would like to get the approval from the board on the construction of the infiltration pond so he could use the dirt from the pond. Mr. Blackley indicated he would like the decision for the odor scrubber and infiltration pond to be done simultaneously.

2 Draft minutes of the January 29, 2020 Work Session and the February 10, 2020 Regular Meeting

This item was placed on the agenda under Items of Consent.

3 Appointment to the Historic Preservation Commission

Town Clerk Davis indicated two applications had been received but only one was eligible for consideration. Ms. Davis indicated the application from Barbara Francis-Heckman was valid for consideration.

This item was placed on the agenda under Items for Discussion and Consideration.

4 Capital Reserve Fund Amendment #2

Finance Director Christi Wood indicated the Capital Reserve Fund amendment was for the contract approved with Rivers and Associates, Inc. for the work on the USDA application process. Ms. Wood indicated the funds would come out of the utility repairs line item.

This item was placed on the agenda under Items for Discussion and Consideration.

5 FY 20 Budget Amendment #7

Finance Director Wood reported the budget amendment is to receive the transfer from the Capital Reserve Fund into the Utility Fund and to also appropriate $1M dollars from Fund Balance for the repayment of the loan that was borrowed as a result of Hurricane Florence.

This item was placed on the agenda under Items for Discussion and Consideration.

6 January Financial Report

Ms. Wood reported we had received the December and January collection numbers from the County for ad valorem taxes.

Commissioner Carter asked about the Z Smith Reynolds and how that was going. Town Manager Day indicated the town only manages the funds which are separate from the town's business. He indicated the auditors have worked with Ms. Wood on setting up an entirely different account.

7 Historic Beaufort Road Race

Events Coordinator Rachel Johnson reported the request was the same as it had been in previous years. The Police Chief and Fire Chief have both been vetted for information and approval of the event. Chief Ray indicated the Fire Department would be more involved in the event this year.

This item was placed on the agenda under Items of Discussion and Consideration.

8 Wooden Boat Show

Ms. Johnson reported the Wooden Boat Show organizers are asking for the same set up as in previous years with the street closure, 300 block of Front Street, from 6 am to 8 pm.

This item was placed on the agenda under Items for Discussion and Consideration.

9 Pirate Invasion

Ms. Johnson reported the Pirate Invasion will be held on August 6 - 10, 2020. They have asked for the closure of Front Street beginning at the Town Hall parking lot to Craven Street moving their large tent to the east parking lot. In response to a question from Commissioner Hagle, Ms. Johnson indicated the road closure would be Friday, Saturday and Sunday. The closure is a total of 75 parking spaces for the event. The alternate plan is to ask for the closure of the west parking lot and a closure of Front Street from the parking area at town hall to Queen Street. Ms. Johnson indicated that closure posed some challenges for people/vehicles since Queen Street is one-way.

Commissioner Harker asked for Ms. Johnson have the event organizers to please talk with the business owners. Commissioner Carter also asked for the National Park Service (NPS) to be consulted since parking for the ferry services will be impacted. Ms. Johnson indicated the NPS has always had a good working relationship with the event organizers.

This item was placed on the agenda under Items for Discussion and Consideration.

10 Lion’s Club Bridge Run

Ms. Johnson reported the annual 5K for the Lions Club request was to use the same route as last year and running across the new bridge. She indicated the Lions Club and the Farmers Market organizers worked well with each other.

This item was placed on the agenda under Items for Discussion and Consideration.

11 Crystal Coast Half Booty Triathlon

Ms. Johnson reported the request was for the closure of Middle Lane for the finish lane from 6 am to 8 pm the day of the race. The running part will be in Beaufort with the biking being through

Morehead City and Newport. The swimming portion will begin at the Gallants Channel site with biking starting and ending at the same location.

This item was placed on the agenda under Items for Discussion and Consideration.

12 Request to NCDOT to Lower Speed Limit on Turner and Cedar Streets

Town Manager Day reported the NC Department of Transportation (NCDOT) assessed the request for the reduction of the speed limit on Turner Street and Cedar Street. He indicated the request was not approved to lower the speed limit below 35. The decision for Cedar Street was to set the speed limit to 30 miles per hour. Town Manager Day was asked to talk with them about the reduction of speed on Front Street and to also consider the reduction of speed to 25 on Cedar Street from Turner Street west to the new hotel location.

Commissioner Hollinshed asked for consideration to please be given to putting up signs at the intersection of Highway 101 and Highway 70. Mr. Day indicated that could be an option.

Item for Discussion and Consideration

13. Gallants Channel Resolution

Mayor Newton provided an updated resolution for the board to consider for approval at the next meeting. The board members placed the item on the agenda under Items of Consent.

Commission / Board Comments

Commissioner Harker thanked the Mayor and for putting Beaufort on the map regarding the Marine Debris project. She also thanked Fire Chief Ray and his staff for the compassion shown to Mr. Coffey and his family in his time of need.

Commissioner Hagle indicated it would be a busy summer again with all of the activities. He thanked the staff for the work they are doing for the retreat later in the week.

Commissioner Hollinshed indicated she believed Karl Blackley showed the town how important it was to have partnerships here in town.

Commissioner Carter echoed Commissioner Hollinshed's comments regarding partnerships.

Commissioner McDonald was also in agreement. He did ask for the board to consider looking at all options before making a full commitment.

Mayor Newton stated he was impressed with how the town staff takes care of each other in times of need.

Closed Session

Mayor Newton asked for a motion to enter Closed Session Pursuant to NCGS 143-38.11(a)(6) for the permitted purpose of Personnel.

Commissioner Hagle made the motion with the vote being unanimous.

After all discussion was held, being no further business to discuss, Commissioner Harker made a motion to return to Open Session. The vote was unanimous.

Adjourn

Mayor Everette S. (Rett) Newton

Michele Davis, Town Clerk