



## **Town of Beaufort, NC**

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### **Town of Beaufort Board of Commissioners Work Session Meeting 4:00 PM Monday, July 26, 2021 - Virtual Minutes**

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#### **Call To Order**

Mayor Newton called the meeting to order.

#### **Roll Call**

Town Clerk Allen Coleman called roll and declared a quorum present for the meeting.

#### **PRESENT**

Mayor Everette Newton

Commissioner Sharon Harker

Commissioner Ann Carter

Commissioner Marianna Hollinshed

Commissioner John Hagle

Commissioner Charles McDonald

#### **Agenda Approval**

Mayor Newton: Applicant asked to remove item #6.

Commissioner Hollinshed: I would like to add a conversation about Bulkhead Channel to the agenda.

Commissioner Hagle: I would make it right after the minutes.

Approved unanimously

#### **COVID-19 Update – Carteret County Public Health Director Nina Oliver**

Nina Oliver: Cases had declined but are on the rise again. Right now, we have 49 active cases and that is up from 26 last week. A total of 59 deceased and a total of 5,252 cleared. The number of vaccines given by the Health Department is 10,020. 60% of the NC population have had the first dose of the vaccine, and 57% are

fully vaccinated. For Carteret County it is 48% with 1 dose and 45% fully. The Delta variant was first detected in the U.S. in March 2021. As of July 17 83% of COVID cases are the Delta variant. Between May 6 and June 28, 99% of cases are in people not vaccinated or not fully vaccinated.

Town Manager John Day: You talked about the Delta variant nationwide, do you have numbers for the state?

Nina Oliver: I don't have exact numbers, but it is more than likely Delta and has increased significantly.

John Day: Would you say the same is true for Carteret County?

Nina Oliver: From what the state epidemiologist did share if we're seeing cases, it more than likely is going to be Delta Virus.

## **Presentations**

### **1. Citizen Encounters and Body Camera Training Update**

Police Chief Paul Burdette: Our relationship with the community has been and will continue to be a priority with knowledge of fragility of their trust. This guides each action and encounter we have with both residents and visitors. Our training was recently the subject of risk management review process conducted by the League of Municipalities which we successfully completed. The update that was requested on the body cameras, all the equipment has arrived. The host setup and training are scheduled for the week of August 23. Requirements for mandatory recordings will be the same for both the body cameras and our in-car video cameras. All these videos will be secured in the cloud with an established retention policy to protect evidentiary integrity. The system features a mechanism where it automatically activates the body camera whenever a firearm is removed from the holster, and it will also automatically activate every body camera within a 30-foot radius of any Taser deployment.

Commissioner McDonald: What is in the policy if someone doesn't have on the camera, as far as correction and procedure?

Chief Burdette: They'll go through the progressive disciplinary process.

Commissioner Harker: Is there a certain number of hours required for training?

Chief Burdette: It's approximately 4 hours.

## **Public Comment**

Allen Coleman: There is one, Laura Satterly

Laura Satterly: I am going to hold my comments at this time.

## **Project Updates**

Town Engineer Greg Meshaw: We have 13 projects that are active, we dropped one and gained two. We gained what we'll call a street and pedestrian improvements type project, and we gained what we're classifying as a stormwater project. Cedar St is complete. Lennoxville pond and the bank stabilization, we've gotten a pretty good stand of grass and the fill that we placed behind the rip rap and the curtain is gone. Trying to get a schedule for when they're going to repair the pipe through the railroad bed that has what appears to be a hole in it. Probably within the next week or two. We are planning to do pavement marking in the downtown area, because again, there's either nothing there or it's only partially striped, we are planning to go out for bid on this. You wanted to delay discussions or not delay but talk about potential one-way streets one way versus two way at a later date when we have more time, so we stand ready to do that and anytime you'd like. On the street project our contractor is slowly working through the punch list. They have made progress but are not all the way to the end. One of the ones that's more obvious is Gordon St, if you notice they went back and removed some pavement and put more pavement down to cause water to shed off the street instead of ponding there. We've been trying to get a resolution on how to go forward with stormwater permitting for the well on the Sousa property. We're finally on the schedule for August 24, and we're on the express permit schedule. All indications are that we now have a pervious concrete strip down Orange St that does what it's supposed to. All the

previous work on Turner St has been completed, although there are a few things we are adding to do. Replacing some bricks and the planting in the fall. The contractor is having a hard time getting the pavers. So once he is able to get them all that project will be done in about a week. The USDA funded utilities project the water, sewer, and stormwater project. There is still a few weeks left of surveying. We are finding several discrepancies while out looking at about 40,000 feet of sewer line. The Campen Rd waterline extension work should start on August 9th and take about 75 days.

Commissioner Hollinshed: What about where the pavement where it is deteriorating at the courthouse from the running water that has now been repaired?

Greg Meshaw: We can look into repairing that because it is a town road.

Commissioner McDonald: What is the foresight for Mulberry and Pine St?

Greg Meshaw: Mulberry and Pine are slated to have utilities work done and once the utilities work is done, we will come back and pave those. We're looking at bidding that project in September to October next year. And the whole project we're looking at it right now we think been about a year to 18 months project.

Commissioner Harker: The speed bump on the corner of Pine and Marsh is gone, will it be replaced?

Greg Meshaw: Yes, they will be put back.

Commissioner Carter: Will the cable company have to reimburse us for that repair where they went through the sewer pipe?

Greg Meshaw: Good question, Hard answer. I have tried in my past to recoup money from cable companies and others, and it's been a very difficult process.

Mayor Newton: I know along Orange St, they're going to lose a significant number of parking spots with the new markings. So just want to make sure that the community understands that we're going to lose some of those parking spots due to the resizing of the spaces.

## **Items for Discussion and Consideration**

### **1. Minutes**

Allen Coleman: Asking the Board to consider the April and May work session minutes, then a regular meeting and the three budget work sessions at the next regular meeting on August 9 and looking at the board's pleasure to put that on items for consent.

Consent approved unanimously.

### **2. Bulkhead Channel Conversation**

Commissioner Hollinshed: I received a picture of the pinch point at the bulkhead channel. And I'm wondering if we're addressing that. Also, I do have a concern. Are they going to run a dredge pipe all the way down the creek from the eastern end to the Western and to put the spoils on radio Island? Is that correct? And will that disrupt anything in our harbor area?

Planning Director Kyle Garner: We've reached out to the Army Corps regarding the dredging and the range. We're still trying to get on the schedule for the hopper dredge. The second item I'm not aware of but that is something we can certainly do some research on.

John Day: Kyle has been in touch with the Corps of Engineers for months trying to get us on this schedule. This isn't something that just happened. Kyle's been working with him literally for months to try and get them in.

### **3. County Water Rate Increase – Eastman Creek Subdivision**

Town Manager John Day: The water the Town purchases from the County serves Eastman Creek subdivision. Currently, there are 127 water customers in Eastman Creek. The 2020 water

charges for the subdivision totaled \$60,038. With the rate increase, the Town will incur about \$17,000 per year in additional cost. Options for consideration include 1) maintaining current Town water rates and absorbing the \$17,000 in additional costs, 2) matching the new county rates and reselling the water at the direct cost, and 3) increasing the rates sufficiently to recover both the \$17,000 annual increase in water costs as well as the estimated \$11,700 annual cost of meter reading and routine maintenance.

Commissioner Hagle: The 11,700, we do not currently recover that cost?

John Day: In recalculating to capture the loss in revenue as a result of the new rates, we would ensure that is net instead of just setting it sort of arbitrarily at the double rate as it is now, which may or may not capture all the actual cost.

Commissioner Hollinshed: Could we split the billing? In other words, let the town of Beaufort bill for sewer, and let the county handle the water portion is that?

John Day: That is something that could be pursued.

Commissioner McDonald: If we subsidize then the citizens and within the city limits would be taking on a portion of the obligation for Eastman Creek. Is that correct?

John Day: That is correct.

Commissioner McDonald: I don't think that would be fair for the citizens of Beaufort.

Commissioner Harker: If we were to separate that and just let Eastman Creek get their water from the County, the county would bill them. That means we wouldn't have to read the meters, correct?

John Day: We would still need the meter readings to bill the sewer.

Mayor Newton: Lets take a look at our different options so we can have some guidance. First option would be subsidizing.

Commissioner Hagle: No. I would like to see the county bill directly and just charge sewer.

Commissioner Hollinshed: I would like to see the county bill directly and we charge sewer.

Commissioner McDonald: No other questions

Commissioner Harker: I think investigating splitting the bill, but also take a look at some other numbers.

Commissioner Carter: I agree that I would prefer to see leaving it to whoever takes over the county system.

4. Final Plat – Palmetto Plantation at Olde Beaufort Village, Phase 2; Case No. 21-19

Planning Director Kyle Garner: This is a follow up from last month, there was a request from Commissioner Hagle wondering where the storm drainage would go from this project if it were to leave of the pond. Ron Cullipher is with us tonight to answer any questions.

Ron Cullipher: The discharge at the pond goes under the bypass, goes north to 101 crosses under 101 at the airport and it goes on the backside of the runway into Newport River.

Commissioner Hagle: How often is it going to discharge into the offsite? I'm concerned about the downstream.

Ron Cullipher: The pond was actually designed and in accordance with your chapter 54 stormwater ordinance and then the pond discharge is after every rain event that's more than the design volume, which is there's two volumes that the town rules are followed by.

Mayor Newton: What is the pleasure of the board?

Commissioner Hagle: Move approval as presented to include the bond.

Motion approved unanimously.

5. Request for Special Use Permit – 1550 Lennoxville Road - Gas-Service Station (Jim Dandy Stores); Case No. 21-17

Planning Director Kyle Garner: Staff is requesting the board to place on their August agenda a quasi-judicial hearing for a special use request for 1550 Lennoxville Road.

Mayor Newton: What is the pleasure of the board? Put this on the agenda? Motion approved unanimously.

6. Request to Rezone 100 Fairview Drive and 1310 Live Oak Street from B-1 to TCA; Case No. 21-18

Planning Director Kyler Garner: We are asking that the board place this as a public hearing item on your next agenda. This will also require a CAMA map amendment as part of that.

Mayor Newton: What is the pleasure of the board? Putting this on the agenda for public hearing on August 9?

Commissioner Hagle: Move to add to August 9 agenda. Motion approved unanimously.

7. Maintenance Agreement - Elevated Water Storage Tanks

Town Engineer Greg Meshaw: The town currently has an asset management agreement with Southern Corrosion of Roanoke Rapids, for its 200,000-gallon elevated water storage tanks. Their agreement expires in August, and consequently, we are asking the Board to approve the manager to renew that agreement using an agreement that was drawn up by the town's attorney as opposed to the one we've used in the past.

Commissioner Hagle: Does that include inspection of the integrity of the structural members that hold the tank?

Greg Meshaw: Yes

Mayor Newton: What's the pleasure of the board?

Commissioner Hagle: Move approval as presented. Motion approved unanimously.

8. Beaufort Garden Club Public Art Project at Topsail Park "Menhaden Melody"

Parks & Events Coordinator Rachel Johnson: This is a follow up from where they were approved to come up with a design for public art for the Topsail Park space. The artists they selected is Kurt Parker Davis of Art Form Studio in Morehead City. It is proposed at 10 feet tall and six feet wide at some places throughout the structure, it would be constructed of a marine grade powder coated aluminum, and it would be placed on top of a concrete base. There are several base options for the Board to consider as presented in the packet.

Commissioner Hagle: I would recommend the 2-foot base.

Commissioner Hollinshed: I would recommend the taller base to avoid people climbing

Mayor Newton: Are there sharp edges on the statue?

Beaufort Garden Club Member & Project Chair Cindy Cash: The sculptor will round off any edges. The sculptor feels the taller base would be a better fit for the sculpture.

Mayor Newton: What is the pleasure of the board? Discussion and consideration at August 9 meeting.

Moved unanimously

9. Middle Passage Marker Project

Parks & Events Coordinator Rachel Johnson: We have a local non-profit called the Middle Passage Marker Project Committee who has put together a presentation and a proposal to the town. The town of Beaufort has been identified by the much larger Middle Passage Ceremonies important markers project and the North Carolina African American Heritage commission as a place of arrival for enslaved Africans directly from the African coasts. Two arrival sites in the

Town of Beaufort have been designated. The Middle Passage Project Committee has raised funding to pay for a sign and installation designating a location at Topsail Park at no cost to the Town.

Mayor Newton: Consensus to put this on the agenda for August 9 discussion and consideration. Approved Unanimously.

10. Resolution Approving Financing Terms for Fire Station 2 Pumper Truck

Finance Director Christi Wood: Recommends the Board review and approve the resolution for financing of the Fire Station 2 Pumper Truck and authorize the Mayor and Town Clerk to sign the resolution.

Commissioner Carter: The county will be making the payments and paying the interest.

Christi Wood: Yes. They will pay us monthly and we will make the payments.

Mayor Newton: What is the pleasure of the board?

Commissioner Hagle: Move approval as presented. Motion approved unanimously.

11. FY 2022 Budget Amendment No. 1

Finance Director Christi Wood: We ask for you to reappropriate money for projects and purchases that were scheduled in the prior fiscal year, and due to timing or scheduling, they did not get completed prior to June. General fund amendment of \$165,440. Utility Fund amendment of \$105,579.

Mayor Newton: What is the pleasure of the board consent agenda? Approved unanimously.

12. Financial Notes and Tax Balances

Finance Director Christi Wood: Sales and Use tax distribution for July is \$190,518 (April sales). As usual at year-end a monthly financial report is not provided for June. Staff is currently working on the audit and year-end accrual entries.

No questions from the commissioners.

13. Return to In-Person Board Meetings Effective August 2021

Town Clerk Allen Coleman: During the June 28 meeting, it was suggested about going back to in person meetings in August. As you know, at the last work session, the board decided to move all meetings to the train depot going forward, not just the regular meetings, but also the work sessions to allow more space when meetings return to in person.

Commissioner Hollinshed: I suggest we see how the next few weeks go regarding COVID numbers before making a decision.

Commissioner McDonald: We need to take our time going back to in person meetings.

Commissioner Harker: I think we should hold off until we have more information.

Commissioner Carter: I think you get better communication in person but will go with whatever the board decides.

Mayor Newton: Consensus to reevaluate in August at the next work session. Approved unanimously.

### **Mayor/Commissioner Comments**

Commissioner Harker: We're going to have a grand opening dedication of Randolph Johnson Park. The Park has been a good thing for the Town of Beaufort. The town is receiving a Pelican award.

### **Adjourn**

Commissioner Harker makes motion to adjourn – motion approved unanimously.

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Mayor

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Deputy Clerk