



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, March 09, 2020 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes

Call to Order

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

Roll Call

Town Clerk Davis called roll and declared a quorum present.

PRESENT

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

Agenda Approval

A motion was made to approve the agenda as presented.

Motion made by Commissioner Hagle.

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

Calendar

Town Clerk Davis reviewed the calendar for March and April.

Public Comment

Mary Phillips of 206 Marsh Street, Tipper Davis of 309 Live Oak Street and Robert Harper of 1020 Broad Street all expressed concern over the increasing number of Short Term Rentals (STR) in the town limits and asked for the board members to please consider possible restrictions and ordinances for regulations.

Janet Woodward of 2217 Lennoxville Road asked for the town to please contact the NC Department of Transportation (NCDOT) to ask for the roads to be re-stripped.

Project Updates

Town Engineer Greg Meshaw provided an update on projects. Board members thanked Mr. Meshaw for his presentation. He was also asked to please remember to keep in mind all areas around town need infrastructure improvements.

Project Updates were:

Street Rehabilitation & Construction-\$1,828,207 was low bid. Local Government Commission (LGC) will review the financing documents at their April 7, 2020 work session.

Professional Park Drive Sewer Repair-cost will be \$22,504

Randolph Johnson Park-\$635,802 contract price-work has started-anticipated completion July 9th.

Turner Street 100 Block Improvements-\$152,694 was low bid amount.

Tiller School Pedestrian Crossing-request sent to NCDOT-they would like for the town to perform a pedestrian count with points of origin documented.

Pedestrian Improvements-\$556,500-improve access to RJ Park and along Campen Road pedestrian crossing and sidewalks.

Manager Report

Town Manager Day gave a report on the items staff had been directed to pursue as a result of the Annual Board Retreat in February. Those items are listed below.

1. Proceed with taking the Live Oak Street Overlay District (from Cedar to 1st St) to the Planning Board in March, and new sign standards for the remainder of the Live Oak Street commercial district in April or May.
2. Draft new regulations for measuring structure height based on flood elevations.
3. Draft zoning regulations for whole house short term rentals.
4. Prepare agenda item for March work session for purchase of a ladder truck.
5. Develop an integrated approach for harbor management issues – boardwalk and bulkhead replacement; mooring field construction; Beaufort Docks infrastructure and management; environmental concerns; and health and safety consideration. Include input from other communities with similar amenities and infrastructure, as well as from the public. In short, develop a Beaufort Waterfront Vision Plan.
6. Prepare sewer allocation policy by July for Board consideration.
7. Assist School System by providing in-house engineering services to prepare a mitigation plan for stoppages in East Carteret High School force main sewer line.
8. Address future sewer capacity needs by initiating permitting process for high rate infiltration system and speculative surface discharge increase.
9. Begin review of water system needs regarding well capacity and water treatment plant condition.
10. Consider House of Silk Flowers/NC 101 Business Park request for sewer service at March work session.
11. Declined to pursue merger of county and town water systems, based on the findings of the recent water system consolidation study.

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 McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

1. Draft minutes of the January 29, 2020 Work Session, the February 10, 2020 Regular Meeting, and the February 24, 2020 Work Session
2. Resolution Supporting the Maritime Heritage Foundation at Gallants Channel

Items for Discussion and Consideration

1. Sewer Plant Odor Control – Preston Development

Town Manager Day reported on the Odor Control Scrubber suggested for construction by Preston Development. He reported Preston Development would pay for the construction of the scrubber with the town being responsible for maintenance. In return they are asking for permission to remove dirt from the proposed excavation of the retention pond. Manager Day asked for the board to consider approval of the construction of the scrubber and give approval for the excavation based on the town's discussion with the Department of Water Quality regarding the permitting for the pond.

Commissioner Hagle indicated he believed the odor scrubber was something every treatment plant should operate. He made a motion to approve the construction of the odor scrubber to be paid for by Preston Development and to tentatively approval the removal of the fill dirt of the retention pond based on the discussion with the Department of Water Quality additionally he added the ability for the Town Manager and Town Attorney to prepare a contract along with Preston Development.

Commissioner Harker expressed concern over the cost of the maintenance and wanted to make sure the town was able to assume the costs of \$50,000. She also expressed concern over the use and whether it may be used intermittently or continuously. Commissioner McDonald agreed with Commissioner Harker on her comments. He asked about the \$250,000 and how that amount was determined.

Developer Karl Blackley indicated the odor was extremely strong when there was a west wind. He indicated the smell was impacting the sale-ability of their development properties. He indicated he understood from the Town Manager the town did not have the funding for the scrubber. Mr. Blackley indicated the proposed scrubber would be constructed for a manual on and off switch. Mr. Blackley indicated he had tasked McKim Creed Engineering Firm with providing a proposal for the best type of scrubber for the treatment plant.

After all discussions, the vote was 5 to 0 in favor of the motion made by Commissioner Hagle.

2. Appointment to the Historic Preservation Commission

Town Clerk Davis reported there was a vacancy on the Historic Preservation Commission for an unexpired term. Commissioner Harker made a motion to open nominations. The vote was unanimous. Commissioner Hollinshed nominated Barbara Francis-Heckman. Being no further nominations, Commissioner Hagle made a motion to close the nominations with the vote being unanimous.

Mayor Newton called for a vote of approval for Barbara Francis-Heckman to be appointed to the unexpired term for the Historic Preservation Commission. The vote was 5 to 0 in favor.

3. Request to NCDOT to Lower Speed Limit on Turner and Cedar Streets

Town Manger Day indicated the NCDOT had reviewed the request to lower the speed limits on Turner Street and Cedar Street. He indicated they approved the lowering of the speed limit on Cedar Street to 30 miles per hour and keeping the current speed limit on Turner Street.

A motion was made to approve the Municipal Certification of the speed limit for Cedar Street.

Motion made by Commissioner Hagle.

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

4. FY 20 Budget Amendment #7

Finance Director Christi Wood indicated the request was for the loan received while waiting for the refund of funds from FEMA for Hurricane Florence expenses. Additionally, the request was to appropriate funds for the contract approved with Rivers & Associates for work on the USDA Grant paperwork.

A motion was made to approve FY Budget Amendment #7.

Motion made by Commissioner Hagle.

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

5. Spring Dredging of Bulkhead Channel

Finance Director Wood indicated the budget amendment was for funding needed for dredging of Bulkhead Channel. She indicated the town had a short fall of \$18,200 for the dredging.

A motion was made to approve FY 20 Budget Amendment #8.

Motion made by Commissioner Hagle.

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

6. Capital Reserve Fund Amendment #2

Finance Director Wood indicated this Capital Reserve Fund Amendment was related to FY BA #7 so the consultants can do the work on utility lines.

A motion was made to approve the CRF BA #2 as presented.

Motion made by Commissioner Hollinshed.

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

7. Pirate Invasion

8. Lion's Club Bridge Run

Ms. Johnson reported the request for the race was the exact as it was for last year's event. She indicated the organizers had worked closely with the Farmers' Market and were also providing a detour route map for shoppers to get to the market.

A motion was made to approve the Lion's Club Bridge Run as presented.

Motion made by Commissioner Hagle.

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

9. Historic Beaufort Road Race

Ms. Johnson indicated the race will be held on July 18th with the same routes being used as has been done in previous years. Road closures will only occur when runners are in the area and not full road closures.

A motion was made to approve the request as presented.

Motion made by Commissioner Hollinshed.

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

10. Crystal Coast Half Booty Triathlon

Ms. Johnson indicated the request is updated for Saturday, May 9, 2020 and for the closure of Middle Lane for the finish line. This request also includes a request for an alcohol waiver.

A motion was made to approve the request as presented including the alcohol waiver.

Motion made by Commissioner Hagle.

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

11. Wooden Boat Show

Ms. Johnson reported the request for the closure of the 300 block on Front Street during the event on May 2, 2020. This is also being held at the same time of the Boat Building Challenge. The two events jointly hire security for the day.

A motion was made to approve the request as presented.

Motion made by Commissioner Harker.

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

Commission / Board Comments

Commissioner Hagle thanked the staff for preparations for the Board Retreat as well as the meeting tonight. He indicated he was glad to see the new approach to keep Bulkhead Channel open by doing some extra dredging. Commissioner Hagle also offered thanks to Preston Development for funding the odor scrubber. He thanked Rachel Johnson for the setup work for the Citizens Academy that was scheduled to start the following evening on March 10, 2020. He also reminded everyone to be safe and aware of their surroundings especially with the start of daylight-saving time.

Commissioner Hollinshed thanked Mark Eakes for getting the sidewalks repaired along Ann Street. She also asked for streets to be painted for parking those being Cedar, Moore, Orange, Queen, Pollock and Marsh. She also asked staff to look at the parking of over-sized vehicles as well as one-way parking. She indicated she would like to see the Short-Term Rental task force established and move forward with looking at options and make recommendations regarding parking, on-site contact, trash collection and noise. She offered condolences to Barbara Francis-Heckman and her family on the passing of her mother. She also offered condolences to the family of Dr Aquadro.

Commissioner McDonald asked Town Engineer Meshaw if he had any input on the odor scrubber. Mr. Meshaw indicated he met with the representatives and reviewed the technical data information.

Commissioner Harker indicated the Board Retreat was very informative about projects were coming to fruition. She indicated the town was doing things in a smart way. She also stated Front Street was looking nice with the new pavers and sidewalks. She congratulated the Beaufort Citizens Academy on the first class and indicated she was looking forward to getting to participate in the classes. In regard to the Short-

Term Rentals she recommended a good deal of research be completed before crafting an ordinance or zoning. In closing she thanked the other board members for the communication at the Board Retreat.

Commissioner Carter thanked Greg Meshaw for his information regarding the projects. She did urge all citizens to use common sense with COVID-19.

Mayor Newton also urged the citizens to please remain aware of their surroundings and practice good hygiene.

Closed Session

A motion was made to enter Closed Session for the permitted purpose of Personnel.

Motion made by Commissioner Harker.

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

Being for further discussion, Commissioner Harker made a motion to return to Open Session. The vote was unanimous.

Adjourn

Being no further business, Commissioner Hagle made a motion to adjourn the meeting. The vote was 5 to 0 in favor.

Mayor Everette S. (Rett) Newton

Michele Davis, Town Clerk