



KURE BEACH TOWN COUNCIL MINUTES

RETREAT

January 24, 2012 @ 9 am

Retreat held at FFAFB Nat'l Guard Training Center, Room # 103. 9 am to 4:30 pm

The Kure Beach Town Council held a retreat for the purpose of reviewing current and future goals and finances of the Town on Tuesday, January 24, 2012. Town Attorney A. A. Canoutas was in attendance. There was a quorum of the Town Council present.

COUNCIL MEMBERS PRESENT

Mayor	Dean Lambeth
Mayor Pro Tem	Chuck Keener
Commissioner	Emilie Swearingen
Commissioner	Steve Pagley
Commissioner	David Heglar

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT:

Public Works Department	Sonny Beeker, Director
Fire Department	Ed Kennedy
Police Department	Dennis Cooper, Chief
Police Department	Andy Everhart
Building Inspections	John Batson
Finance and Budget Officer	Arlen Copenhaver
Town Clerk	Nancy Avery

STAFF ABSENT

None

COMMITTEE MEMBERS PRESENT:

Beach Protection	Phyllis Mojzis, Co-chairperson
Beautification	Ken Withrow, Co-chairperson
Citizens Finance and Budget	Grace McGee, Chairperson
	Charlie Allo, Member
	Vinnie Doran, Member
Parks and Recreation Advisory	Craig Bloszinsky, Member
Shoreline Access and Parking	Tony Gonsalves, Chairperson
Storm Water and Environmental	John Gordon, Chairperson

COMMITTEES NOT REPRESENTED

Community Center Committee
Marketing Committee
Street Festival

CALL TO ORDER

Mayor Lambeth was delayed and arrived at 9:15 am.

MOTION – Commissioner Heglar made the motion to call the meeting to order at 9:05 am.

SECOND – Mayor Pro Tem Keener

VOTE – UNANIMOUS



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ITEMS TABLED FROM JANUARY 2012 COUNCIL MEETING

Town Clerk Avery stated that there were several items tabled from the January 17, 2012 Council meeting that were to be discussed at the retreat as follows:

1. Admin & Finance - five job descriptions
2. Building – (a) Ordinance Amendment on regulations regarding rentals used for weddings for discussion at council retreat and (b) length of time Real Estate signs may remain on property after sold
3. PW/Storm water and environmental committee - Storm water Grants
4. Beach Protection committee - Letter to HOA's from Beach Protection committee
5. SLAP committee - Lanier Parking proposal
6. Committees - Draft changes to the General Policy and Procedures for Committees until it can be discussed at the March Joint Committee Chairpersons meeting (excluding Section III, Item D, which was approved by Council).

MOTION – Commissioner Heglar made the motion to add the tabled items listed to the retreat agenda under the appropriate department/committee.

SECOND – Mayor Pro Tem Keener

VOTE – Unanimous

DEPARTMENT PRESENTATIONS

Fire Department - Ed Kennedy, Captain

Captain Kennedy stated:

- He is here representing the Fire Department and is in charge of Ocean Rescue as well
- Most of our calls are medical calls and call volume has increased 19.8% in the past two years. We have more EMTs in the station so we are able to respond to more calls.
- We are a 24 hour department with the exception of Tuesday and Wednesday, which statistically are the two slowest days for calls.
- We are working into a night shift program. We have two guys stay and they have to be EMT certified and are paid \$20 a night. We hope to move it towards seven days a week and increase the pay as well.
- Since we started the night shift program in September 2011 we have cut our response time in half. Our response time between when the person places the 911 call until our truck arrives on the scene is now 3-4 minutes.
- Accomplished goals are:
 - We hired a full time fire fighter.
 - Introduced night shift making it a 24 hour department.
 - Maintained our class five ISO rating which is important to homeowners because it decreases their fire insurance.



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- Create procedures for computer generated pre plan for each house ad commercial building in Town. Hope to complete by the end of this year. This would show building material, where the water supply is located, any possible hazardous material, etc and could be accessed via computer on the truck on the way to the fire.
- Future goals
 - Make it a 24 hour department seven days a week.
 - Continue to increase our services provided.

Discussion

Commissioner Swearingen asked if the payment to the overnight staff is in compliance or does it have to be minimum wage.

Captain Kennedy replied it is in compliance because it is a volunteer position with a \$20 stipend.

Police Department - Dennis Cooper, Chief

Chief Cooper stated:

- He is writing procedures and partnering with Carolina Beach since the towns are so close together they try to keep policies similar to assist staff and public.
- Three officers are cross sworn with the sheriff's office which helps with serving warrants.
- His department has partnered with the US secret service in the last seven to eight months.
- The department is doing a lot of certification in computer forensics and electronic devices.
- Five members of the department are full time instructors and teach general law enforcement, automatic weaponry, etc.
- He wants to work with the clerk to get the website updated.
- He plans to get the computer lab fully operational. About \$70,000 in equipment was received from Homeland Security.
- He is looking into a wireless camera network for the town. Businesses and residents may join if they want their property monitored.
- Capital projects include update/replacement of defibrillators, ATVs, surveillance devices given through federal grants and paint and put in new carpet in the Police Department building.

Discussion:

Commissioner Swearingen asked for a hand out of goals.

Mayor Lambeth asked when there will be information on the camera.

Chief Cooper replied he had a January 31st meeting with the vendor.



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Public Works Department- Sonny Beeker, Director

Director Beeker stated:

- His goals don't change much from year to year as we are a service organization and that's what we do.
- The department SOPs change (standards of procedures).
- Storm water is a small percentage of what Public Works does.
- The department's mission statement has been the same for many years and it is on line for easy access. He read the mission statement.
- Things that will cost a lot of money in the future are water, sewer capacity and infrastructure.
- Since 1991, we have done a lot of water/sewer infrastructure improvements on the interior portion of the Town. These had to be done before we could fix roads, which needed fixing. We finished these projects up in 2010.
- The sewer usage flow to Carolina Beach in 2003 was almost at capacity of 178 million gallons. The Town took steps to reduce it and now we pump 100 million gallons, which is 20% of Town's sewer usage.
- Sewer wise the Town looks good. Some sections are 20 years old, but most is new. We are in good shape.
- We have some problems with some transition water lines. We are running four wells. The state looks at a 12 hour pump rate. The yearly monthly average is 372,000 gallons a day. It has been as high as 634,000 gallons a day in July. Two of our highest yielding pumps aren't even on line. Capacity looks good now and for the future.

Director Beeker took some questions about individual drainage issues from residents/property owners in attendance.

Discussion:

Commissioner Heglar asked Sonny (Beeker) what he thinks the Town's responsibility is for storm water for private lots.

Director Beeker replied:

- The Town has some responsibility to see if we can help people, but it is not the Town's total responsibility for private lots. They have to help themselves too.
- The Town has taken on problems on an individual basis.
- In the large scheme of things, there isn't that much of a problem. Of six hundred (600) lots in the old section, eighteen (18) hold water, and nine (9) of those have homes that had problems with water getting into the house.
- It is possible to work with residents to provide a connection if they pump water up to the road.
- We should help if we can, but it is not the Town's responsibility.



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Commissioner Heglar asked if it is the Town's responsibility to fix any storm water issue if there is a low lying lot and we pave the road. He said he is already getting calls from residents to fix storm water issues on a low lying lot. He said he doesn't think it is the Town's responsibility to fix these issues.

Commissioner Swearingen asked for goals for addressing storm water concerns. Director Beeker said he is looking to lower a basin or two and run some pipe to help the low lots in the older section of the Town. There are some areas we can't help. He said his goals are on his handout. Said handout is herein incorporated as part of these minutes.

Director Beeker stated storm water projects had been completed on Ashley Avenue and the mid block on Ashley Avenue and Kure Village Way. There are some sink holes and we are using Powell Bill money to fix. There are three projects he plans to do in the next year and half.

Storm water grants

Commissioner Swearingen stated that sooner or later we will have to have contract work that we will have to pay for. We just missed two grant cycles. Except for Dennis (Police Chief), we don't do grant writing. The Fire Chief has a grant writer. How do we keep up with upcoming grants and deadlines? Whose responsibility is it to track these grants and meet deadlines? Do we dump it on you (Director Beeker), or the Storm water Committee?

Director Beeker stated he thinks it is everyone's responsibility. We depend on our engineering firm because they have a grant writer. We have been more involved in storm water grants than other grants, but it all boils down to money. Unless you want to increase the cost of storm water fees, there is no money to pay for it.

Mayor Lambeth stated that the engineering team is good but they don't do anything for free. It is usually \$15,000 to \$20,000 per pop. We have storm water money for the park which we need to finish before we go to the trough again. Grantors want a match and Council has to come up with that.

Commissioner Swearingen asked if we are we going to spend money on engineering costs this year for drawings that grants require for dune infiltration and phase II.

Director Beeker said he thinks it is time to step back and take a deep breath. We paid for a lot of upgrades out of taxpayer pockets. We need to spend time building up SURF fund and reserves. Taxpayers can only take so much.



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Commissioner Heglar asked Director Becker if the hand drawn maps and proposal given at the last Council meeting outlines all the problem areas.

Director Becker replied yes, for the most part. It is generalized, not specific. Some areas have problems on only one or two lots.

Grace McGee, committee member and resident, stated the Town needs a policy on what we do and don't do regarding storm water services and what the storm water fee revenue is for.

Building Inspections Department, John Batson, Inspector

Inspector Batson stated:

- His department has one part time employee that works ten hours a week.
- His department does building and fire inspection, code enforcement, CAMA permitting, Planning and Zoning, special event coordination, beach renourishment, and Board of Adjustment.
- His department's mission statement is 'to safeguard the public through education and accurate application of state and local building, and zoning, and code regulations, while enforcing these codes with equitable treatment for all individuals, in a considerate manner'.
- Revenue this year will exceed the projected amount. There is more building in the Town.
- In March 31, 2012 a new building code takes effect. The biggest change is that it is mandatory to have a one foot freeboard for all building in the state. The builders and realtors associations are fighting this. This would seriously impact all ocean front home building in Kure Beach.
- He is researching membership in the CRS rating system with Commissioner Swearingen. Participation allows residents a discount on their flood insurance premiums. There have been several extensive meetings and we are waiting on their recommendation for us to be a member.

Discussion:

Commissioner Swearingen asked what his goals were for this year.

Inspector Batson replied to become a member of the American Institute of Certified Planners, and to obtain a zoning official certification. He said he took over Fire Inspections beginning August 2010 and has been working with the Fire Department on these inspections.

Commissioner Swearingen stated that until you work with John Batson you have no idea how much he does for the Town. The flood insurance people were amazed at all the hats he has to wear.



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Noise and wedding ordinances – tabled from January Council meeting

Discussion centered around the calls the Police Department is getting from residents about houses being used for after wedding parties; concern about fire works, especially during dry weather; the position of telling a private property owner how to use their property; and whether paying Room Occupancy Tax makes a property owner a business.

CONSENSUS – Inspector Batson and Town Attorney Canoutas are to research private homes being rented by a realty company as a business and whether they need a license or permit and bring it back to Council at the February meeting.

Real estate signs left on property after sale –tabled from January Council meeting

Mayor Lambeth stated he received a complaint about signs being left on properties a long time after the property was sold.

Inspector Batson said he hasn't received any complaints and isn't worried about it. He can call the realtor if needed.

CONSENSUS- address any complaint on an individual basis. No ordinance is needed.

Administration and Finance Department – Nancy Avery, Town Clerk

Time did not allow for an oral report from the Administration and Finance Department. A written report was provided in the Council agenda packet. Said report is herein incorporated as part of these minutes.

Revised job description for five staff members – tabled from January Council meeting
Commissioner Heglar asked if any of the revised job descriptions changed the pay grades.

Town Clerk Avery replied no pay grades were changed.

Commissioner Swearingen asked if employees were compensated for additional work. Town Clerk Avery stated no additional work load was added to any position. Only existing work was redistributed among employees

CONSENSUS – put revised job descriptions on February consent agenda for approval.

Break

Mayor Lambeth called for a ten minute break at 11 am.

Mayor Lambeth resumed the retreat at 11:10 am.



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COMMITTEE PRESENTATIONS

Parks and Recreation committee

Craig Bloszinsky, member, stated:

- He is the newest member of the committee and is filling in for Chairman Gabby Krause who was not able to make it.
- He moved here permanently in June 2010 and has owned a home in town for years.
- He has never seen finer departments than in Kure Beach from a small town perspective.
- 2012 goals are to continue classes and events and the internship program. We may use one or two interns and they should be on board by May 2012.
- The Kure Beach Sports Fest will be the first full weekend in June. There will be a triathlon held at that time along with a bocce ball, disc golf, and other sports tournament. We are working on plans for that. June 2nd and 3rd as a tentative dates. This is the shoulder season for hotels and rentals. This event is supposed to be revenue neutral to the Town. Revenue will come from charging for entry fees.

Discussion:

Commissioner Swearingen stated that any scheduled events in Kure Beach need to allow for recycling. Bill Scott, who is running the triathlon, needs to allow for recycling.

Finance Officer Copenhaver stated we need to look at what it will cost the Town for staffing for police and public works.

CONSENSUS – Have Bill Scott make a presentation to council at the February meeting regarding costs and plans for the Sports Fest.

Commissioner Swearingen said her other question deals with administration. The goal was to hire a part time community supervisor for Parks and Recreation and to hire summer interns for our parks, not just the one at the beach. We have a lot of administrative issues with the Festival committee, the Parks committee, the Community Center committee, the Ocean Front which is really a construction committee. She said she didn't think the recreation committee ever agreed to take on the Ocean Front Park to operate and manage it? There are a lot of administrative issues that really need to be addressed in the coming year. The county suggested getting the recreation director from Wrightsville Beach to come and talk to us about how they went from having no recreation department to having one and the costs, what kind of staff they had, and job descriptions. The county said they could not do that for us.

Member Bloszinsky said he will take these questions back to the committee.



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Mayor Lambeth said the county will help with setting up the intern program. Craig (Bloszinsky) is meeting with Tara Duckworth (county) to create a job description for intern(s). The county is arranging for the meetings with UNCW.

Commissioner Swearingen said she is not talking about the job description for the intern, but about when the point comes that we need somebody working on Parks and Recreation year round on Parks and Recreation events. We need to know what type of money we are talking about.

Beautification committee

Ken Withrow, chairman, stated:

- In 2011 the committee redid the entrance sign at the north end of town.
- 2012 goals are:
 - Redo the entrance sign on Dow Road and possibly a sign at south end of town
 - Put landscaping where the orange cones are on K and Third Avenues - DOT has given verbal approval on this, but the project is still on their list.
 - On going maintenance for plantings on Atlantic Avenue and at Town Hall.

Commissioner Swearingen asked if something could be done with the circle around the flag pole at Town Hall. It looks horrible. Island Women would be glad to help find plants and shrubs that aren't hard to take care of and won't die during droughts. It was mentioned having a plaque for our former Police Department secretary.

Chairman Withrow said we could do something there but the committee is hesitant to put plants in the ground without on going maintenance. He said he would personally like to have a garden club in town to take care of the plantings.

Beach Protection committee

Phyllis Mojzis, chairman, stated:

- Accomplishments for 2011 were vitex eradication; worked w/ aquarium; made twenty butt collectors; worked with Ocean Dunes to affix numbers on the buildings for emergency purposes; made educational pamphlets to give to motel owners and rentals; installed two new members to the committee; and brought to the Council's attention the need for an ordinance for weddings on the beach.
- 2012 goals are:
 - Ride and monitor beach for vitex
 - Plant sea oats
 - Educate residents and renters to promote a clean beach
 - Want police presence on beach during tourist season
 - Work on pamphlets to give out on new ordinances
 - Work with TV channel to education people



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- Work with America Beach Sweep on beach sweeps
- Establish adopt a section of the beach for clean up by businesses and agencies

Discussion

Public Works Director Beeker said the UNCW group that cleans the beach did some negative press a while ago with a photo in the newspaper showing a student laying in a pile of cigarette butts. He thinks we should talk to them about it.

Letter to HOA re garbage and trash presented at January 17, 2012 council meeting and tabled to retreat

Director Beeker stated he is okay with the letter but then it may put us in a position of having to provide garbage cans at other beach locations. Council needs to talk about this.

Commissioner Heglar said this is a labor issue and we need to address when we would pick it up. Council needs to say if we are going to direct Town labor to pick up garage cans at private beach accesses.

Mayor Pro Tem Keener said he is not clear. Does the letter say they want trash cans on the beach side or where?

Director Beeker said the letter talks about three different places on the north end. Ocean Dunes pulls theirs to the front on garbage days. It is a good point that we don't have enough trash cans on the beach.

CONSENSUS – Committee members are to review and comment and bring a revised copy of the letter to the February Council meeting.

Citizens Finance and Budget committee

Grace McGee, chairman, stated:

- 2011 goals were:
 - Establish a minimum unrestricted general fund policy for the Town. We submitted this to Council recommending 32% of annual expenditures. This was based on research on what other coastal communities do.
 - Develop a model spreadsheet program to forecast future budgets that looks at decisions made in this year's budget and how they impact affordability long term. This is a tool for Council to use when determining whether there is money for everything everyone wants to do and help make a contribution during the budget process. Chairman McGee handed out the spreadsheet.

Handout is herein incorporated as part of these minutes.



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- 2012 goal
 - Look at what other towns do to monitor departmental expenses as related to overall town goals. Are they in sync with other town's goals? The best source available is the Town of Hillsborough. We will look into that. We want to learn from others how to better allocate Town resources.

Storm water and environmental committee

John Gordon, chairman, stated:

- The committee exists because of state storm water requirements and ordinance.
- They met with Director Beeker to review the existing storm water plan.
- The major function of the committee is education. They are working on an educational brochure for storm water.
- We want to become knowledgeable in the process to renew the storm water permit.
- We had booth at Island Day for education purposes.
- We started a storm water quips column in the weekly newsletter emailed to residents.
- We want Council to consider the following improvements:
 - More free yard debris pick up
 - More frequent non recyclable free pick up – old paint, tires, etc want Council to ask the county to have more and more convenient than dump on 421
 - Replace recycling containers at beach accesses
 - Dog waste stations – requirement of storm water permit is identifying types of waste
- Future goals are:
 - Funding and education in the future
 - Go after CWMTF grants to do a variety of things particularly outflow.
 - Augment Powell Bill funding with a grant to do more storm water repair and expansion. Our pipes need a lot of work.
 - Talk to Carolina Beach School and give them educational materials on storm water and recycling.
 - Look for private grants from private foundations.
 - Expand information to residents, maybe in the weekly email newsletter.
 - Maybe have lawn companies come in and talk to the committee about what they are putting down.



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SLAP committee

Tony Gonsalves, chairman, stated:

- 2011 goals and achievements were:
 - Received a free parking study
 - Had four pedestrian crosswalks put in. We requested five, but were turned down for one.
 - Put up new fencing at the basketball court due to improvement of public parking at Joe Eakes Park. This added 50 parking spaces.
 - Purchased parking signs for Public Works to put up. They will be on Town approved wooden posts with the Town logo.
 - Requested and received approval for two streetlights at Joe Eakes Park.
 - Had Cape Fear Convention Bureau website page for Kure Beach put parking information for Town.
- 2012 goals are:
 - Apply for grants. We want Council to put a line item in their budget for grant money. Want Council to earmark a certain amount of dollars and put it in the budget and each committee has to go to Council to get approval. Increase the line item to \$10,000 or \$15,000.
 - Designate parking spaces on Fort Fisher Boulevard. We have approval from DOT for the Town to do.
 - Move handicap spaces at beach accesses.
 - Improve sidewalks on north side of K Avenue – this is tabled until storm water issues are addressed.
 - Put a bathroom at Joe Eakes Park.
 - Create one handicap parking space at Big Daddy's. We think Council approved this, but it wasn't done. Think it fell through the cracks.
 - Recommend N Avenue as one way coming out to Fort Fisher to have 90 degree parking on the south side and keep existing parking on north side.
 - Add additional concrete wheel stops on E and I Avenue extension, add parking signs on E and I Avenue.

Lanier Parking proposal - tabled from January Council meeting

Mayor Pro Tem Keener said they included beach accesses in the proposal. If we remove beach accesses will that skew the numbers?

Chairman Gonsalves replied he was told if we charge for parking at beach accesses we have to keep that money separate for special use or we can not include beach accesses. Their proposal was broad. If Council really wants to start looking at paid parking, we can tweak their proposal for exactly what we want. We talked with all storeowners and the consensus was they did not want paid parking in Town. We told Council that. Council



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tabled indefinitely at that point. Then Lanier called again and said they wanted to make presentation and Council agreed to it. Usually we go out for bids.

Commissioner Heglar stated that as Council liaison to the SLAP committee, he felt the committee members weren't in unity with what they want. The first thing we need to decide is if we want to change the nature of the Town for \$100,000 a year in revenue. We need to know real numbers about what kind of investment this is for the Town.

Finance Officer Copenhaver stated that the proposal calls for a \$250,000 capital expenditure.

Mayor Lambeth said the reason it came back was because beach nourishment is probably a thing of the past. We will be responsible for 17% of the cost which will be about \$170,000. We either have to find another revenue stream or raise taxes. My understanding is that we don't have to put the full capital investment up front and pay over the years. Beach access parking spaces are probably used mainly by day trippers. This is a revenue source we need to look at.

Mayor Pro Tem Keener said we received two bids in the past with 400 parking spaces and neither bid could justify the cost. What has changed?

CONSENSUS – take the proposal back to the SLAP committee. Commissioner Heglar is to talk with the Carolina Beach manager to try to estimate real numbers and bring back to Council

Community Center, Street Festival, Marketing Committees

There were no oral presentations from the Community Center, Street Festival or Marketing committees. Handouts from the committees are herein incorporated as part of these minutes.

Break

Mayor Lambeth called for a thirty minutes lunch break at 1:00 pm.

Mayor Lambeth resumed the meeting at 1:30 pm.

Financial review and projections

Finance Officer Copenhaver stated:

- We are on target for the Fiscal Year 11-12 budget
- Property tax collection are on target
- Reviewed proposed FY12-13 budget calendar

Finance Officer Copenhaver presented financial data for current and future financial projections in the form of pie charts and answered questions during the presentation.



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Said information is herein incorporated as part of these minutes.

Break

Mayor Lambeth called for a break at 2:40 pm.

Mayor Lambeth resumed the meeting at 3:00 pm.

External committee appointments

Commissioner Swearingen asked what the guidelines are for who does the appointments for any non Town committees. Is it the mayor or Council.

Town Clerk Avery replied that it is spelled out in the Rules of Procedure. Council appoints committee representatives.

Wilmington MPO Bicycle and Pedestrian committee and Citizens Advisory committee

Commissioner Swearingen stated:

- She received a memo from Mike Kozlosky of MPO saying the Dow Road Corridor Study recommends the following: five feet of pavement with bike lane marking and a ten foot wide multi-use path on the east side of Dow Road with crosswalks.
- Just three or four months later, on August 16th, 2011, we received a letter from Paul Martinez who is our appointee on that board and has been for several years. She read the following stated by Mr. Martinez in a memo: "in short, I'm strongly opposed to running the bike path down Dow Road. With a speed limit of 55 and traffic jams and people being killed on River Road and I have been run off the road on Dow Road, I believe the time has come for us to consider a true multi-path bike path for this great island, a separate bike path as originally proposed down the buffer zone is the only plan that should be considered".
- She finds it very disturbing that we are supporting the pedestrian multi purpose bike lane down Dow Road, DOT and MPO has accepted them and every resident that she has talked to in the last eight months has said that is what they want and meanwhile our representative to the bike committee is strongly opposed to that and keeps with the committee supporting the part that would go down the buffer zone behind Settlers Lane.
- She said she thinks we should remove Paul Martinez from the Bike and Pedestrian committee and appoint someone else.

Mayor Lambeth said the representative should be reporting back to Council as to what is going on.

CONSENSUS – ask Paul Martinez come to the February council meeting to explain his position on the bike path on Dow Road and bring Council up to date.



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Fort Fisher State Recreational Advisory Committee

CONSENSUS – Fort Fisher State Recreational Advisory Committee – put on the February consent agenda to appoint Commissioner Emilie Swearingen

Wilmington MPO Comprehensive Greenway Plan Steering Committee

CONSENSUS – Town Clerk to get Council additional information on what the Wilmington MPO Comprehensive Greenway Plan Steering Committee is and put appointment on the February agenda.

New Hanover Commission for Women

CONSENSUS – Commissioner Swearingen to get information on the NHC Commission for Women and bring it to the February Council meeting

Council of Government (COG) representative

CONSENSUS – put on February consent agenda to appoint Commissioner Steve Pagley as the COG representative.

Wilmington/New Hanover County Ports, Waterway and Beach Commission

Commissioner Swearingen said that Jim Dugan didn't want to be on the Wilmington/NHC Ports, Waterway & Beach Commission.

CONSENSUS – Mr. Dugan needs to tell Council he doesn't want to be on it, then Council will reappoint.

Emergency Operations leadership, membership and training plans through fall 2012

Commissioner Swearingen asked Commissioner Heglar if he was going to continue as the Emergency Operations director.

Commissioner Heglar said he would like to continue.

CONSENSUS – put on the February consent agenda to appoint Commissioner Heglar to continue as the Emergency Operations coordinator.

Council discussion and prioritization of goals for FY 2012 – 2013

Commissioner Heglar stated:

- Our job is to safeguard the Town's money and provide services the citizens want.
- There has been a huge spending spree that has happened in the last five years.
- He asked that Council work professionally and treat each other professionally and provide information to each other before the Council meeting so we are not winging it up there. He said he doesn't think during a Council meeting that Council should be sniping at each other because it encourages audience members to snipe at Council also.



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Commissioner Pagley said he agrees with Commissioner Heglar. Council should let each other know if they are bringing anything up at a meeting before the meeting or during the meeting.

Commissioner Swearingen stated she agreed with Commissioner Heglar. We should act professionally during a meeting.

Town Clerk Avery asked if that may extend to the staff with no sniping from Council towards the staff.

Goal prioritization

CONSENSUS

- 1 Finish Ocean Front Park
- 2 Storm water
- 3 Water lines in historical district
- 4 More financial stability. Set aside money for beach nourishment, fire truck

Committee terms not consistent -- tabled from January Council meeting

Mayor Pro Tem Keener said he spoke with committee chairmen about whether they wanted staggered terms or not. Chairpersons said they didn't think they need staggered terms. Commissioner Heglar said he thought there should be staggered terms so membership on the committees don't end at the same time.

CONSENSUS – no terms for ad hoc committees. Put on the February consent agenda for approval and amendment to committee policy.

Role of Council liaison – Mayor Pro Tem Keener

Mayor Pro Tem Keener stated:

- In a Manager/Council form of government, the manager runs the town and implements policies set by Council. Council does not go directly to department heads to give direction
- Our Council members shouldn't go to department heads to give direction. They should go through the liaison.
- We need to keep Council liaisons in the loop.
- He hates it when a committee person tells him stuff other commissioners have been involved in with his committee that he didn't know about.
- Main thing he wants to see is to use the liaison as a manager. Nothing should happen with department heads that the liaison doesn't know about and nothing should happen in the department without Council knowing.



KURE BEACH TOWN COUNCIL MINUTES

RETREAT

January 24, 2012 @ 9 am

Retreat held at FFAFB Nat'l Guard Training Center, Room # 103. 9 am to 4:30 pm

Note – at this point a disagreement arose between Mayor Lambeth and Mayor Pro Tem Keener about Mayor Pro Tem Keener's comments. The disagreement resulted in Mayor Lambeth walking out of the meeting at 4:25 pm. There is an audio of this meeting available.

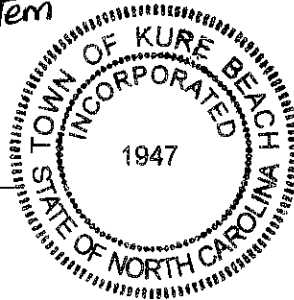
Adjournment

Mayor Pro Tem Keener adjourned the meeting at 4:30 pm.

Chuck Keener

~~Dean Lambeth, Mayor~~
Chuck Keener, Mayor Pro Tem

Nancy Avery
ATTEST: Nancy Avery, Town Clerk



NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. Persons wishing to hear the recording of this meeting may request to do so by contacting the Town Clerk