



Minutes
Town of Atlantic Beach, North Carolina
Town Council – Work Session
Thursday, March 21, 2019 – 10:00 a.m.



A regularly scheduled work session of the Atlantic Beach Town Council was held Thursday, March 21, 2019 at 10:00 a.m. in the Council Meeting Room, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present: Mayor A. B. Cooper, III; Mayor Pro Tem Richard Porter; Councilmembers: Harry Archer, Rich Johnson, Danny Navey and Austin Waters

Members Absent: None

Others Present: David Walker, Town Manager; Katrina Tyer, Town Clerk; Sabrina Simpson, Admin Services Director; Michelle Shreve, Planning Director; Morgan Kerns, Parks and Rec Director; Jeff Harvey, Police Chief; Mike Simpson, Deputy Fire Chief
Mike Shutak, Carteret News-Times; Fred Dean, Planning Board member

CALL TO ORDER

Mayor Cooper called the meeting to order at 10:00 a.m.

Councilmember Archer made a motion *to approve* the agendas as amended. Seconded by Mayor Pro Tem Porter. Vote was unanimous, 5-0. Motion carried.

Budget Workshop

Fire Department

Mike Simpson noted their essential equipment needing repair and replacement (portable radios, turnout gear, fire hose and servicing current SCBA air packs). They have seen a price increases in EMS supplies and medications. He provided a detailed explanation of increase requests:

- Communication increase of \$1,500 to purchase two additional replacement radios a year
- PPE Equipment increase of \$4,100 to replace aging SCBA air packs. Replacement of straps and other items are needed to pass inspection and help prolong the life of the packs and worn-out turnout gear
- Fire Supplies increase of \$2,000 for in-service fire hose. The additional funding will allow the department to purchase hose over the next several years to get us back to needed inventory
- EMS Rescue Supplies increase of \$6,000 due to our past EMS supply vendor selling to Bound Tree and prices of EMS supplies, medications have increased. Also due to a proposed annual service contract with Physio Control for our cardiac monitors

Two Capital Outlay items

- Requesting to replace the Lifepack 12 cardiac monitor. The department currently operates two cardiac monitors. One of the monitors was replaced last year and the second one was scheduled to be replaced this year. The reason the older monitors had to be replaced is because the manufacturer of the Lifepack 12 cardiac monitor is no longer in business and we cannot get servicing anymore. The cost of a new Philips RX cardiac monitor is \$27,444.18.
- We are also requesting to replace the department 4-wheeler ATV used by the lifeguards during the summer season. The current ATV will be work for the upcoming summer season, but will have to be replaced prior to May 2020. The cost of a new ATV is \$6,000.

Police Department

Chief Jeff Harvey requested to recover a full-time position; three officers are needed a shift for safety and to account for arrest time. He is seeing officer burnout from overworking and there is no time for additional training. Fewer officers, combined with more calls for service, results in longer response times, shorter time available to spend on each incident, and poorer quality of service for AB citizens.

Public Works

Marc Schulze requested an increase to repair aging infrastructure (beach accesses, retaining walls, sidewalks, recreational facilities). He is requesting a utility vehicle and mini skid loader. He is requesting the funding to hire seasonal help for beach and bathhouse maintenance. The water plant is aging and in need of repairs. He is requesting a generator for Well 2A and a pickup truck. Also, the NPDES Permit Renewal is needed next budget year.

Councilmember Archer would like to see public works own their own bucket truck instead of sharing with Pine Knoll Shores. Marc realizes it is sometimes a hassle, but it is more efficient to share.

Recreation Department

Morgan Kerns listed the annual events which are currently funded: Easter Event, Beach Music Festival Week, July 4 Fireworks, Summer Movies, Music in the Park, Fall Event, Halloween event and Christmas Parade. She then reviewed some new projects and ideas she is working on: continuing the Recreation Advisory Committee meetings; hiring maintenance/park attendants, adding a mural to the back of the digital sign at the Circle; waterslide at the park; kayak ramp at the bridge abutment; and a Nature Trail at the Public Works site. The 1-mile nature trail would be cleared by Public Works staff and can be designed with a small dog park and 10-15 parking spaces. The area is rich in live oaks, cedars and other natural vegetation for educational signage

A new water slide is estimated at \$450-500,000, not including staff, pump house and bath house. Mayor Pro Tem Porter requested a formal presentation to include estimated maintenance, especially in a beach environment. Councilmember Johnson asked her to include parking and staffing estimates and shade areas for parents.

Councilmember Archer would still like to see a walking trail at the Town Park.

Councilmember Johnson also asked her to look into parking/walking/use of the Pelican Drive boat ramp and dock area.

Planning Department

Michelle Eitner requested continued attendance at the NCAZO and NCAPPA Annual Conferences and continued training in floodplain management and stormwater. She has received estimates for the Land Use Update between \$20,000-30,000 depending on the depth of information and involvement from staff. She will apply for CAMA Planning and Management Grant to help defer the cost of project.

Finance

Sabrina Simpson requested continued attendance at the Tax Collector and Finance Officer Annual Conference and continued training in SOG Utility Billing & Collections Course, Finance and Tax Courses and Public Employment Law Update. She provided upgrade/replacement cost for the Laserfiche s, which was purchased in 2010 and is due for replacement at an estimated cost of \$5,000. We currently we use Office 2010 and would like to upgrade to Office 2019 for an estimated licensing cost of \$20,000 plus installation. Council requested Sabrina to provide estimates on updating the Office we have now versus purchasing the 2019 version.

We have requested several employee insurance rate quotes.

Break at 12:34pm for provided lunch for Council in Boardroom
Resumed 1:05pm

Town Manager Report

David Walker reviewed the following Capital Projects 5-year Plan Review:

Buildings

- New Town Hall Facility - \$5 million
- Parks and Recreation
- Town Welcome Sign (Bridge)- \$30,000
- West End Tank Walking Trail (PARTF Match) - \$50,000
- Water Slide - \$350,000
- Sidewalks- \$50,000

Stormwater Projects

- West Boardwalk Liftstation - \$150,000
- Robin Ave - \$85,000
- Charlotte/Durham - \$85,000
- Asbury/Henderson - \$115,000
- West End - \$548,849

Water Projects

- Well Aux Generator - \$45,000
- Vehicle Storage Awning - \$45,000

Beach Accesses & Dredging

- CAMA Beach Access Match - \$50,000
- Circle Boardwalk Project - \$500,000 (770' x 16', \$65/square foot)
- Beach Re-nourishment - \$1,000,000
- Dredging (Grant Match) - \$50,000

The proposed budget includes a 1.5 cent townwide tax for a beach and canal fund. There was open discussion on the need for beach nourishment on the west end.

Mr. Walker asked Council to think about what their priorities are and what should be budgeted.

COUNCIL COMMENTS

None.

12. CLOSED SESSION

Councilmember Navey made a motion to *enter closed session* pursuant to NCGS 143-318.11(a)(6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. Seconded by Councilmember Waters. Vote was unanimous, 5-0. Motion carried. The time was 1:49pm.


There being no further action taken or business before Council the meeting stood adjourned. The time was 2:51 p.m.

These minutes were approved at the April 22, 2019 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:

(seal)


Katina Tyer - Town Clerk




A. B. Cooper, III - Mayor