



ORIENTAL TOWN BOARDMEETING

Wednesday, June 28, 2017 at 7pm

507 Church Street, Oriental, NC

Mayor Sally Belangia Officiating

6 The Town Board of Oriental Town Board Meeting on Wednesday, June 28, 2017 was called to order at 7:00pm.
7 The Mayor Sally Belangia determined a quorum to be present. She said we have a Public Comment period, if you
8 wish to speak please make sure you are signed up on the sheet. We will call the meeting to order with the Pledge of
9 Allegiance.

10

11 Present: Mayor Sally Belangia, Pro Tempore Barbara Venturi, Commissioner Overcash, Commissioner White,
12 Commissioner Price, Town Manager Diane Miller, Deputy Finance Director Tammy Cox and Members of the
13 Public. Commissioner Winfrey was absent.

14

15 1. Approval of Agenda

16 (a) **Commissioner Overcash** made a **MOTION** to approve the Agenda, seconded by **Commissioner White**.
17 Motion passed 4-0.

18

19 **2. Closed Session: Commissioner White** made a **MOTION**, according to General Statute 143-318.11(a)(3), we
20 adjourn to go into a Closed Session and then return. Seconded by **Commissioner Overcash**. Motion passed 4-0.

21

22 3. Consent Agenda: (Tab 1)

23 (a) Minutes from Town Board Workshop Meeting 6-1-17

24 (b) Minutes from Town Board Regular Meeting 6-6-17

25

26 **Commissioner White** made a **MOTION** to approve the Consent Agenda, seconded by **Commissioner Venturi**.
27 Motion passed 4-0.

28

29 **4. Public Comment Period:** Mayor Belangia asked if anyone would like to speak. Limit comments to 3 minutes and
30 comments to full board not individual.

31

32 **Jennifer Roe:** Mrs. Roe wishes to speak as a citizen of Oriental and as the Chair of the Board of Elections. First, as
33 Board of Elections Chair, there is a General Statute that mandates that they replace equipment in 2019 but there is a
34 process they need to go through. They have to do a testing in an election; it has to be presented to the public in a
35 public meeting. The Board of Elections is doing a demonstration at their meeting on July 25 at approximately
36 10:30am after their regular meeting. A letter will be sent out to all Commissioners to attend. This is a courtesy, not a
37 Statute that they have to follow. Mrs. Roe likes the follow ups and considers it Best Practices in Government. They
38 wanted to make us aware because Oriental is the only one that does One-Stop Voting in the Municipal elections so
39 this equipment will be tested at One-Stop. This is an opportunity for the Commissioners and the public to see the
40 equipment being considered. The invitation will be sent out to the Town Manager.

41

42 Mrs. Roe had three points to bring up after attending the last meeting. She wanted to let the Board know that she
43 agrees with them, that the Town is staffed with "dedicated, hardworking employees and that we are lucky to have
44 such a staff" but feels that does not eliminate the Board from their responsibility to the citizens they were elected to
45 serve in an official capacity, to understand what they face and why and what are the obligations. Mrs. Roe stated that
46 she deals with the budget and the salaries at the Board of Elections and that she looks at the taxpayers and deals with
47 the realization of the marketplace in Pamlico County. Secondly, with regard to the Agenda, that by Statute, we are
48 not required to have an Agenda, but Best Practices in Government says we should. Regarding closing the office an
49 hour early, the law states you need to make a Motion and Mrs. Roe would like to know, when the Board made the
50 Motion, if they had asked the question, what is the hardship that would be placed on the public and has any research
51 been done or do we have any statistics on when traffic is in and out of the Town Hall. If so, why not close in the
52 middle of the day around 1:00 or another hour once an evaluation has been done. What about the other
53 municipalities that practice this procedure? She also stated that Best Practices suggests that if an item comes up at
54 the end of a meeting, it would be moved to the next meeting unless it is something time sensitive to allow citizens

55 time to have input. Lastly, she posed a question to the Commissioners as to why a town of 875 people needs two
56 police officers and thanked Mayor Belangia and the Commissioners for their time.
57

58 **Grace Evans:** Mrs. Evans wanted to also speak about the office closing brought up at the previous meeting. She
59 could not recall who made the motions and the vote on the issue but believed that the acting Mayor made the
60 Motion, does not recall how she voted on it. She is not sure if that makes the office closing legal and did not think
61 the Mayor could do that. Commissioner Venturi stated that the Mayor cannot but a Commissioner serving as the
62 Mayor can. Manager Miller stated that it is in the NC General Statutes that the Mayor Pro Tempore does not give up
63 their rights as a Commissioner when they function as the Mayor. Mrs. Evans also mention that the air conditioning
64 bothers her throat when she is in the building and water fountain in the public restroom entrance to Town Hall has
65 not been working for several months and wondered whether that could be helped. She also asked about a solar
66 system that had been talked about in the past that would heat up the sidewalks to help with ice and would help with
67 the heating. Manager Miller stated that we are aware of the water fountain issue and they cannot be fixed so they
68 must be replaced and we are waiting for July 1 and both water fountains in the new budget. The system on the roof
69 is a heating system, not a cooling system. There are no schematics in the building for this system installed by the
70 Town Manager at the time. The Town has asked several times for some instruction as to how it works.
71 Commissioner Overcash stated that he met with Bob Maxbauer here at the building and he showed him the system,
72 which is quite intricate. It can melt ice, warm the building and can store thousands of BTUs of heat in the block
73 under the air conditioning and generator. It can also cool. Commissioner Overcash stated that as soon as Mr.
74 Maxbauer returns to Town, he can instruct Commissioner Overcash and Public Works Director Andrew Cox on its
75 use. Commissioner Overcash told Mrs. Evans he would explain the system to her if she wanted to meet him out
76 there to look at it. Manager Miller said they got the sump pumps working prior to Hurricane Matthew.
77

78 **5. Resolution 2017-5: (Tab 2)**

79 Manager Miller presented a Resolution that approves the Town's application to the NC Division of Coastal
80 Management for an engineering study that will examine the potential mitigation for flooding in harbor areas and
81 connections to the duck ponds. It is fully funded by the Grant with no funds required from us. This was one of the
82 options that was presented to us from the group from DENR in Morehead City when they came here after Hurricane
83 Matthew. Manager Miller put in an application to have a professional study done on potential mitigation. Manager
84 Miller asks the Board to give authorization so that we may move forward with this fully funded study.
85

86 **Commissioner Venturi** made a **MOTION** to approve the application for the grant. Seconded by **Commissioner**
87 **Overcash**. **Commissioner White** asked if they will also study the movement of water in the duck pond and the
88 flooding in that area as well. **Manager Miller** stated that it will and showed the Board the area that will be included
89 in the study and brought up the CAMA map so that the Board and members of the public fully understand the areas
90 in question. Motion passed 4-0.
91

92 **6. Budget Amendment/Capital Reserve Resolution:**

93 Manager Miller presented the annual Budget Amendment and all items on the Amendment have been discussed
94 throughout the year. Because our software was preventing us from seeing exactly where we are, it has been held up
95 until now. The first page is the Capital Reserve approved last year. By Statute, there is a separate Resolution that
96 recognizes the movement of funds into the Capital Reserves. One is Capital Reserve for the police vehicle allocated
97 last year. One is a Capital Reserve for replacement of our generator also allocated last year. The first page is moving
98 cash to cash from the Annual Budget into Reserve Funds. Page 2 is the Amendment that talks about the Bate Grant
99 income for the water fountain and fund balance coming in for the pick-up truck which goes back to the Lupton Park
100 equipment. The entire cost of the water fountain was about \$3,600 plus other expenses for the plumbing. There is
101 also increasing FEMA Grant reimbursements, which we have already received that cash and has been distributed on
102 your expenses at the bottom of page two, Public Works salaries. Drainage maintenance, we had budgeted \$2,500 but
103 actually spent approximately \$16,000. Storm Preparedness absorbed some of that and then was reimbursed. Tourism
104 funds went \$4,300 over budget so we are taking it out of their reserve and putting it into their cash line to balance it.
105 That is where it has to come from as it is a State Restricted Fund. Administrative expenses, the administrative
106 salaries went over due to turnover in staff and overlap to get everyone trained – twice. The Lawn Debris/Christmas
107 Tree Disposal is almost twice what was budgeted. The Street Signs were budgeted \$750 and spent significantly
108 more due to a new visibility regulation that we were not prepared for. Lupton Park equipment, part of that was
109 budgeted for playground equipment and part was other things that had broken and needed to be replaced. Tennis

110 Court Donations - \$2,600 will move into Tennis Court Repair will compensate for \$700+ for cement to re-cement
111 the poles, the net and other expenses specifically related to the tennis court. There is approximately \$16 in their
112 Grant Reserve account. The tennis court rehabilitation will be complete at the end of all of this. The Board is aware
113 of all other items on the Budget Amendment and this ensures that we are in balance before June 30. The Water Fund
114 is balanced as it is with no amendments. Manager Miller asked the Board to go to the Revenue line in the General
115 Fund, the estimated revenue for property taxes was \$438,000 and we are currently at \$459,000 with one month left
116 to collect. Sales and Use Tax was budgeted at \$117,000 and we are currently at \$164,000. Manager Miller stated
117 that all of the money that she is asking to be moved out of the fund balance is being recovered in revenues that were
118 not expected this year but she still expects that once everything is settled in all departments that a significant sum
119 will go back into the General Fund balance. Commissioner White asked Manager Miller go to over the Resolution.
120 She explained that the Resolution is the Capital Reserve accounts and allows the Board to move the money from the
121 first page of the Budget Amendment as required from the annual budget into a reserve that can only be used for the
122 items in that reserve. Commissioner White inquired about the police car reserve believing it to be approximately
123 \$8,000. Manager Miller stated that \$3,000 was put away in 2015-16, \$5,000 this year and at the end of the 2017-18
124 there will be \$13,000 as \$5,000 is in the 17-18 budget for that specifically for vehicle replacement. The Capital
125 Reserve for the generator replacement was not funded in 15-16 but we did in 16-17 and it was approved in 17-18.
126 There will be approximately a \$20-25,000 total cost for removing, replacing and wiring. Our current generator
127 works, thanks to Mr. Greg Bohmert, who has helped manufacture parts that are no longer available. Manager Miller
128 feels this is the prudent way to do it so it will not be a chunk all at one time.

129
130 **Commissioner Venturi** made a **MOTION** to approve the Budget Amendments as presented. Seconded by
131 **Commissioner White**. Motion passed 4-0.

132
133 **Commissioner Venturi** made a **MOTION** to approve the Resolution creating the Capital Reserve account.
134 Seconded by **Commissioner White**. Motion passed 4-0. **Commissioner Venturi** did make a comment that she has
135 been involved with government for a while and there have been times where they thought money had been put aside
136 for specific purposes and the following budget year, it was not there. She wanted to thank **Manager Miller** for
137 ensuring that those funds go forward as an entity until we have those funds.

138 139 **7. Dock Reservation:**

140 The Town has received a request, which is an annual request to reserve the Town Docks for the Parrothead Regatta
141 on July 22. Last year, the dock was reserved from 2pm Saturday until 11am Sunday. This year's request did not
142 designate a time so Manager Miller suggested we allow for around the same time.

143
144 **Commissioner Overcash** made a **MOTION** to grant the request. Seconded by **Commissioner White**.
145 **Commissioner White** stated that this is good and we have done it for other regattas. He also asked if it was for both
146 docks and it is. **Commissioner Venturi** stated that the more people that want to come here and have their events
147 here, we should help them in any way we can. **Commissioner White** stated that while there is no rafting by
148 Ordinance, some people do bring smaller racing boats, while we have a distance marker, will we let them raft up.
149 **Commissioner Overcash** suggested that we let them raft within the distance. **Commissioner Venturi** stated that we
150 are looking at Sherrill's side (Mr. Sherrill Styron). **Commissioner Overcash** stated that as long as they are small
151 boats they can raft as long as they do not exceed the red stripe (?). **Commissioner White** added that our
152 Harbormaster should be working that day to get people to move forward. Motion passed 4-0.

153 154 **8. Calendar and Chapter K: (Tab 4)**

155 The calendar is generally gone over at the first meeting in July. The volunteer Boards have been contacted and they
156 have all requested that their schedules remain the same. The Water Advisory Board has been moved to as needed.
157 Board of Commissioners meetings on the first Tuesday at 7pm and the quarterly workshops on the named dates at
158 5:30pm is the traditional schedule. Now is the time if the Board wishes to make any changes or the schedule may
159 remain the same. Commissioners and Mayor were in agreement to leave the schedule as it is. Manager Miller
160 presented two versions of Chapter K. One is the redline version telling what has been marked out. Section IV is the
161 section that addresses the duties and times of the Water Advisory Board. Water Advisory Board was set up in
162 approximately 2012 as an oversight as things were not going well at the water plant at the time – out of compliance,
163 poor water quality, etc. The Town has worked diligently for the past 4-5 years to fix all of these problems. The
164 Water Advisory Board came to the Commissioners at Retreat suggesting that they not be disbanded but remain

165 available to the ORC and Manager Miller as those Board members are experts in the field. Even if they were not, it
166 would be another couple of people to bounce off of when there are equipment, finance or any other issues at the
167 water plant. They are willing to function in that capacity but do not believe we are at a point with the strict oversight
168 originally instituted with the Water Board. The second copy you have has removed everything that is lined and
169 inserted something they forwarded as a much more loosely organized group, that they are still available to help us.
170 Mr. Steere, specifically, stated that the Board can go back to this system at any time you feel it is necessary.
171 Commissioner Venturi asked if there is a mandatory meeting for them and there is not. Water Advisory Board stated
172 they would be willing to help at budget time. They stated they would also be willing to help if any processes or
173 procedures came up that needed their review. Commissioner Venturi suggested that there should possibly be at least
174 one mandatory meeting between the Water Board and all involved with the Water Department on an annual basis,
175 maybe during budget time. Commissioners White and Overcash said possibly twice a year. Commissioner White
176 feels that even though a lot of the certifications are held in house, we should still have at least two meetings a year
177 so that the water department never goes back to the condition it was in before Manager Miller came onboard.
178 Commissioner Venturi asked how many times the Water Board met last year. Manager Miller stated four times but it
179 was all budget work. The two remaining members were called on individually for services that were being changed
180 in the plant. Commissioner White suggested that they meet twice per year with the meetings “as needed” if the need
181 arises, a pump breaks down, etc.

182
183 **Commissioner Venturi** made a **MOTION** to amend Chapter K with the changes as noted. Seconded by
184 **Commissioner Overcash**. Motion passed 4-0. **Commissioner White** made a **MOTION** to accept the calendar as
185 amended. Seconded by **Commissioner Overcash**. Motion passed. 4-0.

186
187 **9. Sea Harbor Conflict of Interest Grant form: (Tab 5)**
188 At the last meeting, the Board signed a Conflict of Interest Certification for the Friends of Whittaker Harbor. Their
189 grant application, we had agreed to process and administer for dredging at Whittaker Creek. We had also agreed to
190 perform the same service for Sea Harbor for dredging in Pierce Creek and they also need a Conflict of Interest form
191 signed. Manager Miller requested a **MOTION** and a second that authorizes her to sign the Conflict of Interest.

192
193 **Commissioner Overcash** made a **MOTION** that the **Town Manager** sign the contract. Seconded by
194 **Commissioner White**. **Commissioner White** addressed Lisa Thompson of Sea Harbor and asked when the
195 dredging would begin. She responded that the dredging season is November 30 through March 31 but they do not
196 have the date yet, depending when it is done but will be done by March 31. **Commissioner White** asked **Manager**
197 **Miller** if the Friends of Whittaker Creek were moving on their project as they had signed the documentation at the
198 last meeting. **Manager Miller** stated that someone from Whittaker Creek had called inquiring about the documents
199 and they were told they were ready but no one has come to pick them up. **Commissioner White** stated he had read
200 that the State budget had put another \$17,000,000 into dredging and that there was money left over from last year.
201 Lisa Thompson stated that this is a different dredging fund that had been published in the paper and that the funds
202 they are applying for come directly from boat registration fees and clarified the difference in these funds for the
203 Board. **Commissioner Venturi** asked for confirmation that this document was the same as they had signed
204 previously and it is, states that the Board or Manager Miller do not have any attachment to Sea Harbor. Motion
205 passed 4-0.

206
207 **10. Sheriff’s Report**
208 The siren went off at the start of session, so he is not present.

209
210 **11. Manager’s Report, including Financials (Tab 6)**
211 • Mr. Blayney has a conditional offer contingent upon passing all of the State requirements. He qualified
212 with his weapon this morning (June 28, 2017). We are waiting for the report from the contractor and then
213 there is an eight-day turnaround from the State before he can be sworn in.
214 • Public Works is preparing the Croaker Festival and trying to get projects finished, one being one of our two
215 Plug In Electric Vehicle Charging Stations to be wired in by the electrician by the end of the week.
216 • Cleaning up the Town Thursday and Friday in preparation for the visitors that will be coming into Town.
217 • The auditors will be back next week.
218 • Questions from Mrs. Roe have been addressed.

- We are working with the Sheriff's Department to get the word out that the bridge will be closed from 3pm to 11pm. Banners are being made to put at the four strategic intersections as we were unable to get any signs from other municipalities. Pamlico County Water is lending us a sign to warn people to turn around before they get to the bridge. Freemason Street will close Thursday morning for the stage and Friday morning South Avenue will close for the vendors to start setting up and will remain closed for the duration of the event. The parade is Saturday. Manager Miller spoke with Sheriff Davis and he will have seven to eight deputies in town throughout the festival helping close down the parade route and patrolling throughout the festival. Ms. Thompson (Croakerfest Organizer) had some concerns about equipment and vendor items being left overnight and Sheriff Davis has assured her that the Sheriff's Office will step in and help us.
- The Town docks were certified as Clean Marina on 6/21/17. This means we have equipment to clean up spills, the pump out is working, we have restrooms and pet waste stations. Commissioner Venturi congratulated the Town and Lisa Thompson on this accomplishment.
- Commissioner White asked, going back to the bridge closing, if fire and police know about it, and they do, what would happen if they need to use the bridge in an emergency. Manager Miller stated it is an eight mile detour and our Fire and EMS Director will have assets stationed on both sides of the bridge so there is no delay. Commissioner White's concern is mainly fire where a three or four minute delay could mean saving or losing a house. His other concern is if a pet is injured, the only 24-hour emergency vet is in Havelock so that needs to be made public as well. Commissioner Overcash also made the point that the ferry, after a certain time, only runs hourly so it may be better to drive around anyway. Manager Miller explained that the former launch sites have been developed and the launch site from last year up Green's Creek was not well received. The Town's options were the bridge, the Recreation Center on Straight Road or a barge. There was a significant cost increase with launching from a barge. The Rec Site has parking issues and they are not visible from Town. The bridge was the only option.

12. Committee/Board Reports

none submitted (short month)

13. Commissioners' Comment/Discussion Period

Commissioner Overcash stated that the Manager and Staff had asked him to present to the Board that on the weekends, they are off. If it is an emergency, we are available but if it is something that can wait, please contact us on Monday.

14. Adjourn. Next meeting is scheduled as August 1, 2017.

Commissioner Price made a **MOTION** to adjourn. Seconded by **Commissioner White**. Motion passed 4-0.

Meeting adjourned 8:02pm.

Sally Belangia, Mayor

Diane H. Miller, Town Manager/Clerk

Approved _____, 2017 _____