



TOWN COUNCIL MINUTES

REGULAR/ORGANIZATIONAL MEETING MINUTES

December 5, 2011

The Kure Beach Town Council held their regular and organization Council meeting on Monday, December 5, 2011, at 6:30 pm. Attorney Canoutas was in attendance and there was a quorum of Council present.

COUNCIL MEMBERS PRESENT:

Mayor Dean Lambeth
Mayor Pro Tem Chuck Keener
Commissioner Jim Dugan
Commissioner Emilie Swearingen

COUNCIL MEMBERS ABSENT

Commissioner vacancy

STAFF PRESENT

Building Inspector -John Batson
Finance Officer – Arlen Copenhaver
Town Clerk – Nancy Avery
Fire Chief – Harold Heglar

CALL TO ORDER AND WELCOME

Mayor Dean Lambeth called the meeting to order at 6:30 pm. Richard Watts, Salvation Army, delivered the invocation. Mayor Lambeth led in the Pledge of Allegiance.

Mayor Lambeth recognized North Carolina Senator Thom Goolsby, Town of Carolina Beach Council member Lonnie Lashley, and Town of Belville Commissioner Chuck Boss as being in attendance.

RECOGNITION AND AWARDS

None

APPROVAL OF CONSENT AGENDA

1. Appoint Linda Mason, Harriet Owsley and Debbie Gonsalves to the Street Festival Committee
2. Accept resignation of Anne Brodsky from the Marketing Committee
3. Accept resignation of Nancy Hughes from Community Center Committee effective 12/31/11
4. Finance report November 2011
5. Meeting Minutes:
 - November 9th continued to November 18, 2011 OFP special and closed
 - November 15, 2011 regular
 - November 15, 2011 public hearing sidewalk on K Avenue



TOWN COUNCIL MINUTES

REGULAR/ORGANIZATIONAL MEETING MINUTES

December 5, 2011

MOTION – Commissioner Dugan made the motion to adopt the consent agenda with no changes.

SECOND – Mayor Pro Tem Keener

VOTE - Unanimous

ADOPTION OF THE AGENDA

MOTION – Commissioner Dugan made the motion to table item 1 under Old Business (Regulations regarding rentals used for weddings) until the January meeting.

SECOND – Mayor Pro Tem Keener

VOTE – Unanimous

MOTION – Mayor Pro Tem Keener made the motion to adopt the revised agenda.

SECOND – Commissioner Swearingen

VOTE - Unanimous

PRESENTATIONS TO COUNCIL

Gabby Kraus, resident and committee member, thanked Jim Dugan for his service stating he is one of the most agreeable persons in a political position he has ever known.

PERSONS TO ADDRESS COUNCIL

None

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

None

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

Commissioner Dugan stated the Public Works Department made the float that was in the Pleasure Island and Wilmington parades. They put a lot of hard work into it and came in second in the Wilmington parade. If you see them, please say thank you.

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Regulations regarding rentals used for weddings - tabled until January meeting.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Presentation of appreciation for service plaque to retiring Commissioner Jim Dugan

Mayor Lambeth presented outgoing Commissioner Dugan with an appreciation of service plaque for his years of loyal and dedicated service to the Town. He presented him with a hand made coffee cup from resident Charlie Allo and read a letter from Mrs.



TOWN COUNCIL MINUTES

REGULAR/ORGANIZATIONAL MEETING MINUTES

December 5, 2011

Dugan to her husband.

2. Administration of Oaths of Office by Senator Thom Goolsby and assumption of office as per G. S. § 160A-68 and §163-306

Senator Thom Goolsby administered the Oath of Office to Mayor Dean Lambeth (2 year term), Commissioners David Heglar and Emilie Swearingen (4 year term) and Commissioner Steve Pagley (filling remaining 2 year term).

The new Council took their seats as follows:

Mayor Dean Lambeth, Commissioners Chuck Keener, Emilie Swearingen, David Heglar and Steve Pagley.

Mayor Lambeth called for a short break for refreshments at 7:10 pm.

Mayor Lambeth resumed the meeting at 7:25 pm.

3. Election of Mayor Pro Tem
Council members nominated Chuck Keener and David Heglar for Mayor Pro Tem.

Votes – Commissioner Heglar received one vote (Keener). Commissioner Keener received four votes (Lambeth, Heglar, Pagley and Swearingen).

Chuck Keener was appointed Mayor Pro Tem.

4. Election of Building Commissioner
Per Chapter 5 (Building Regs) of the Code of Ordinances, Council elects a member to serve a two year term as Building Commissioner.

Mayor Pro Tem Keener nominated Commissioner Swearingen and Commissioner Swearingen nominated Commissioner Pagley.

Votes – Commissioner Swearingen received four votes (Keener, Heglar, Lambeth and Pagley). Commissioner Pagley received one vote (Swearingen).

Emilie Swearingen was appointed Building Commissioner for a two year term.



TOWN COUNCIL MINUTES

REGULAR/ORGANIZATIONAL MEETING MINUTES

December 5, 2011

5. Assignment of Department and Committee liaisons

Mayor Lambeth made the following assignments of liaisons for departments and committees:

Commissioner Pagley

Fire Department

Beautification committee

Commissioner Heglar

Public Works Department

SLAP, Citizen Finance & Budget committees

Commissioner Swearingen

Building Inspections Department

Storm water committee

Planning and Zoning commission

Carolina/Kure Beach Sewer Authority

Mayor Pro Tem Keener

Police Department

Community center, Beach protection,

Mayor Lambeth

Admin & Finance Department

Annual street festival, Marketing, Parks & Recreation,

6. Definition and responsibility of liaisons to Departments and Committees

Mayor Lambeth read definitions of liaison from a dictionary and stated that a liaison is to report back to Council what committees are working on and not to interject their personal opinion to the committees.

7. Designation of banking signatories

a. Governing Body – Dean Lambeth, Chuck Keener and Jim Dugan are current designated signatories for the Town along with the Finance Officer.

Finance Officer Copenhaver stated that with former Commissioner Dugan going off Council, one additional signatory is needed.

Mayor Lambeth asked for a Council member to serve as signatory. Commissioner Heglar volunteered.



TOWN COUNCIL MINUTES

REGULAR/ORGANIZATIONAL MEETING MINUTES

December 5, 2011

MOTION – Mayor Pro Tem Keener made the motion for David Heglar to be a signatory.

SECOND – Mayor Lambeth

VOTE - Unanimous

b. Employee - authorization to Town Clerk to serve as designated signatory and Deputy Finance Officer for the purpose of signing in the absence of the Finance Officer.

Finance Officer Copenhaver stated he would like Nancy Avery to serve as Deputy Finance Officer for the purpose of signing in the absence of the Finance Officer.

MOTION – Mayor Pro Tem Keener made the motion for Nancy Avery to serve as Deputy Finance Officer for the purpose of signing in the absence of the Finance Officer.

SECOND – Commissioner Heglar

VOTE - Unanimous

8. Travel and training expenses, budget and approval process

Finance Officer Copenhaver stated he is in the process of rewriting the Town's travel and training expense policy and will hopefully have something to share at the January Council meeting.

Mayor Lambeth stated that if a Council member wants to travel and or attend a conference, he or she should be able to show Council the reason for travel, unless it is for something mandated, such as ethics training.

Mayor Pro Tem Keener said that if the travel or attendance is for a meeting the Town paid for, he would like Council to get a report back. He said we aren't getting them now.

9. Retreat

Town Clerk Avery stated that past Councils have held a retreat and asked if this Council wants to hold a retreat.

CONSENSUS – Hold a retreat on Tuesday, January 24th, 2012 at 9 am at Fort Fisher Air Force Base National Guard Training facility, if possible. One of the items to be discussed is the revaluation. The Finance Officer is to come up with different scenarios for a 40 % or 50% decrease. The retreat will continue to Wednesday, if needed.



TOWN COUNCIL MINUTES

REGULAR/ORGANIZATIONAL MEETING MINUTES

December 5, 2011

CLOSED SESSION

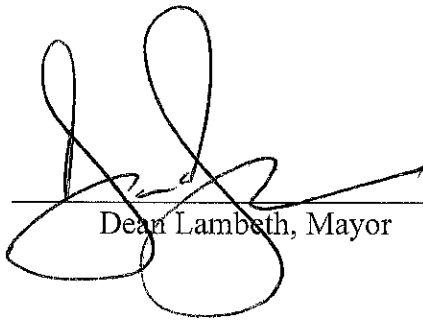
None

ADJOURNMENT –

MOTION – Commissioner Swearingen made the motion to adjourn at 7:25 pm.

SECOND – Mayor Pro Tem Keener

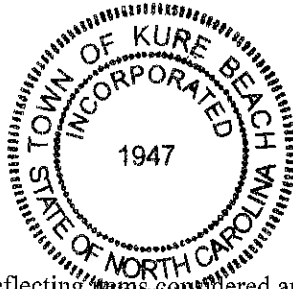
VOTE -Unanimous



Dean Lambeth, Mayor



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