

MINUTES  
OAK ISLAND TOWN COUNCIL  
SPECIAL MEETING  
APRIL 17, 2019 – 1 P.M.  
COUNCIL CHAMBERS - OAK ISLAND TOWN HALL

Present: Mayor Cin Brochure, Mayor Pro Tempore Winecoff, Council members John W. Bach, Sheila M. Bell, Charlie K. Blalock and Loman Scott, Town Manager David Kelly, Assistant Manager/Town Clerk Lisa P. Stites, MMC, Finance Director David Hatten, Parks and Recreation Director Rebecca Squires, Fire Chief Chris Anselmo and Police Chief Wilburn Ingram.

Mayor Brochure called the meeting to order at 1 p.m.

Mr. Kelly said that the discussion would start with the Parks and Recreation Department. Ms. Squires said they are asking for an additional \$5,000 in programs to expand existing programs, in reaction to more citizens utilizing programs. Regarding the concert series, Ms. Squires said they have raised \$13,000 from the community to help cover expenses, and she expects that to increase with the new amphitheater. The budget also includes adding picnic shelters and landscaping near the Splash Pad/amphitheater. There was a small increase in training as the Splash Pad employees will have to have certain certifications. Planned capital expenses include a new truck, resurfacing the basketball courts, and the final payment for the Master Plan. A draft of the Master Plan should be presented this fall. The budget also includes repairing the bulkhead at Veterans Park. She also said we are close to starting the 10<sup>th</sup> Place West handicapped beach access. Councilor Bach asked if there were any changes to staffing or revenue; Ms. Squires said there were not, though revenue is increasing because attendance has increased. The extra funding in programming would be used to expand existing programs. Mayor Pro Tempore Winecoff said that he thought it was time to start charging for use of the pickleball court so that residents have first choice to use the court. He also asked to start putting some extra money aside in Capital Reserves for future projects. Mayor Brochure asked when the general fund debt would be paid off; Mr. Hatten said it would be 2021. Answering a question from Mr. Hatten, Ms. Squires said that chemicals used in the water system now are damaging the old copper pipes in the Recreation Center. Mayor Brochure asked about a Master Plan done previously, and why that Plan just wouldn't have been updated. Ms. Squires said that so much had changed since that Plan was done and that it was outdated. Mayor Brochure said that Councilor Winecoff's suggestion made sense as a way to plan for the need for a new Recreation Center. Mr. Kelly asked about Splash Pad fees. Councilor Bell said she liked the \$2/person charge, for everyone, including residents. Councilor Scott said that was the recommendation from the Parks & Rec Advisory Board, to keep it simple. Mr. Kelly said his recommendation was that it not be a charge for all day; if someone leaves and returns, the fee would be charged again. Councilor Bach asked about the suggested rules, saying that it would not be unsupervised, and that we might want to rethink that sentence. Councilor Blalock asked if there would be a camera to monitor what was going on. Mayor Brochure said she thought that would be important to have one. If we charge for entry, Mr. Kelly said it would cost approximately \$26,000 to operate it for the season. There would also be volunteers to work those hours as well. Council and staff had additional discussion about having a camera. Councilor Blalock said he'd been approached by some of the Food Truck vendors and said they wanted to know if they would be able to set up. Mr. Kelly said they hadn't considered that yet, but they would look into it. Council consensus was to charge \$2/person, staff the Splash Pad and install a camera. The Rec Board recommendation was to close the Splash Pad at 6 p.m. and then charge a \$150 rental between 6-8 p.m. Mr. Kelly suggested \$100/hour for a rental instead. There would be a \$50 refundable deposit. Council discussed allowing rentals from 6-8 p.m.

and the proposed deposit amount. Council consensus was to charge \$100/hour as a rental fee and a \$100 refundable deposit. Mr. Kelly said that he hoped it could be open for Memorial Day week.

Regarding the Community Center budget, Ms. Squires said there are no changes other than salaries and insurance. Councilor Bell asked Ms. Squires to speak about the Community Center for the benefit of the public. Ms. Squires said the Community Center serves the senior population, those with disabilities and teens and youth. During the day, it is utilized by seniors, with Nutri Lunch and other programs designed for them. Councilor Bach said that he didn't see any Capital Reserves for this building, and suggested starting to build a fund there. Ms. Squires said that in the afternoon, the building hosts after school programs and teen programs. She said that the Center serves a lot of people and that it was a great resource for the community.

Fire Department: Mr. Kelly said there are some changes in line items, but no big highlights. Chief Anselmo explained a proposed increase in heavy rescue supplies, saying air bags, hoses and regulators need to be replaced. Mayor Pro Tempore Winecoff asked about the flooring that needed to be replaced and suggested they consider getting rid of carpet entirely. Chief Anselmo said that they would, but that they can only replace so much at a time. Regarding overtime, Councilor Bach asked why that number was the same. Chief Anselmo said that he still had staffing issues this budget year. He said that they charge 212 hours/month straight time and then overtime, and the firefighters are scheduled for more hours than that. He also said that they have to budget overtime to cover sick days, vacation days, etc. Councilor Bach said that he understood there were a lot of moving parts, etc., but that the goal should be to reduce the amount spent on overtime. Chief Anselmo said that other departments have an additional shift, and that reduces the overtime. He also said that he thought it was time to add three positions. Councilor Bach said he could support that, and he also asked if the amount planned for training was enough. Chief Anselmo said it was. Councilor Bach asked Chief Anselmo about vehicles, and the Chief reviewed the current vehicles the Department has; there are a few fire trucks that will need to be replaced in the coming years. Councilor Bach also asked about the increase in the line item for 401(k); Mr. Hatten said he will look into that. Answering a question from Mayor Pro Tempore Winecoff, Chief Anselmo said a new ladder truck costs approximately \$1.3 million and a new engine costs \$800,000. Mr. Kelly said that the request for three new employees would be something that Council needs to discuss. The numbers presented to Council at this point do not include those extra employees. Mr. Kelly said that the Fire Department's call volume has changed, but that has changed for Police, Development Services, etc. as well. Chief Anselmo said the call volume reports show an additional 100 calls per year the last three years with the same staff handling them. He also said there will be an increased need on the mainland, and that we should start planning for that. Councilor Bach said he would want to hear the Administration's plan for handling growth and the criteria for assessing the request for additional personnel. Councilor Scott asked how the new personnel would be utilized. Chief Anselmo said that right now, he has three people at Station 1 and three at Station 3, and that he would take one person from each shift and put them with the new people at Station 2, so it would be 2, 2 and 3. Chief Anselmo said that the Town could also consider increasing fire fees to help offset the increase for adding employees. Answering a question from Councilor Bach, Chief Anselmo reviewed the many departments in the County that increased their fire fees in the past couple of years, anywhere from 10-50 percent, in addition to the County's increase of 25% a couple of years ago (Oak Island has not increased fees since the County's increase). Council and the Chief had further discussion about how the Department responds to medical calls. The Department sends 3 firefighters (at least one them is also a paramedic) on a fire truck so that the crew stays together with a truck. Councilor Scott said he would like to see more information about the need for additional personnel, the costs, etc. Council and the Chief also discussed future needs on the mainland, specifically regarding Pine Forest

Plantation, as the assisted living and skilled care centers were planned. Regarding the increased number in retirement benefits Councilor Bach asked about earlier in the meeting, Mr. Hatten said it was a typo and that it would be corrected.

Council took a brief recess from 2:28 p.m. to 2:34 p.m.

Police Department: Chief Ingram said he is asking for a small increase in investigations to pay for more evidence equipment. There is also an increase for ammunition, and an increase in uniforms for officers who haven't had new items in a while, and for detectives to use for appropriate clothes for court. He said that the reason it looks like they don't spend any funds on informants in drug enforcement is because they recover that money as arrests are made. Councilor Bach said that it sounds like we could cover the need for uniforms and weapons if we could use forfeiture funds. Mr. Hatten said that forfeiture funds can only be used for certain items. Chief Ingram said that in the FY 2020-2021 budget, he would be asking for four additional officers, one for each shift. Answering a question from Councilor Bach, Chief Ingram said his current needs for weapons are met in the current budget. Regarding capital outlay, Chief Ingram said that he has vehicles with 110,000 or 120,000 miles that are worn out. Chief Ingram also provided a list of the vehicle's departments, and information on financing vehicles. Councilor Bell asked how much was in the Police Department's reserves; Mr. Hatten said he could provide that figure. Chief Ingram said that it takes five to six weeks to get a vehicle outfitted for use. The Chief said 12 vehicles needed to be replaced. Councilor Bell asked how many of the vehicles would go to people not on patrol; Chief Ingram said probably seven vehicles would be marked patrol cars. Mr. Kelly said that the department had been on a plan for replacing two or three cars every year. Councilor Bell asked what happened to that; Chief Ingram said he did not know. Mayor Pro Tempore Winecoff asked if we did five cars in this year's budget -- with approximately \$87,500 available, they would just need to add approximately \$146,000 to get the five cars. And if they put \$235,000 in capital in next year's budget, that would cover the other five cars and the Department could get back on a regular schedule for replacing vehicles. Mayor Pro Tempore Winecoff said that they were looking at \$500,000 to purchase 10 cars. Chief Ingram said if they financed the vehicles, it would only be \$167,000. And in three or four years, it would probably only be \$40,000 a year. Councilor Blalock said it was like pulling off a Band-Aid – if you pull on it real slow, it hurts for a long time, but if you snatch it off and get it over with, we've got the cars and a fresh start. Councilor Bach said what we were talking about was a colossal misjudgment that they needed to clean up. He said if they finance it, they were looking at \$250,000 and then rolling forward, continuing to finance cars at another \$48,000 each year, versus the other alternative, which is half a million dollars, which he said he'd be hard-pressed to explain to a taxpayer. Mayor Pro Tempore Winecoff said that other than the vehicles, the Police Department's budget looks very similar to last year's. Mayor Pro Tempore Winecoff asked if they could use capital reserves for buying five of the cars now. Mr. Kelly said they could look into that. Councilor Bell asked if they would also still be putting money into reserves for future needs. Mr. Kelly said they would. Council discussed leasing the vehicles, if they could do five Chargers and five Durangos to save money, and whether to lease five now and five next year, and then be on a regular schedule. Councilor Blalock clarified that the lease program includes the equipment for the vehicles too. Taking action on this item will be placed on a future agenda. Councilor Bach said that during last year's budget discussion, he saw that there was not a senior officer available on every shift. Chief Ingram said that was not the case anymore. Mayor Brochure said that she has heard a lot of positive feedback about the Police Department's response time. Chief Ingram said that he has heard good feedback too about the officers' interactions with citizens.

Development Services: Development Services Director Steve Edwards said he is asking for one new truck this year, and he has asked for an increase in funds for training. Mr. Edwards said that there are 11

employees, including himself and administrative. There are currently six vehicles in the Department. Councilor Bell said that this Department had generally taken hand-me-down vehicles from other departments. Mr. Edwards and Council discussed potential changes in State law that would affect this Department. One proposed law would mandate inspections performed within two days. Councilor Bach asked about the Department’s turnaround time, which was discussed last year during budget season. Mr. Edwards said that has improved, and that employees are using tablets in the field now. Councilor Bach asked Mr. Edwards how his Department was dealing with growth. Mr. Edwards said there has been a small decline in new house starts, and that he believes the current staff is adequate.

**Councilor Bach made a motion to adjourn 3:28 p.m. Councilor Blalock seconded and the motion passed unanimously.**

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Cin Brochure, Mayor

Attested: \_\_\_\_\_  
Lisa P. Stites, MMC  
Assistant Manager/Town Clerk

*Clerk's Statement: Minutes are in compliance with the open meetings laws. The purpose of minutes per the open meetings laws is to provide a record of the actions taken by a Council or a Board and evidence that the actions were taken according to proper procedures. All actions of the Council are recorded in the official minutes. Not all portions of Town of Oak Island meetings are recorded verbatim in the official minutes, with general discussion items, reports, presentations, and public comments being paraphrased or summarized in many instances. Public comments in writing should be submitted to the clerk via hard copy, electronic mail, or other means so as to ensure an exact verbatim account. The Town of Oak Island provides full coverage of meetings on Government Channel 8 so that the Citizens and the Public may view and listen to the meetings in their entirety.*