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Town of Cedar Point
Regular Meeting
Tuesday, June 22, 2021

Board Members

Scott Hatsell, Mayor | Pam Castellano, Mayor Pro Tem |
Gary Bray, Commissioner | John Nash, Commissioner | Frankie Winberry, Commissioner |

I. Call to Order/Invocation/Pledge Mayor Scott Hatsell
Invocation provided by Mr. David Rief, Town Manager

Mayor's Remarks

II. Agenda and Consent Agenda

The Town Clerk respectfully submits to the Board, the Regular Agenda and the below consent items, which are considered to be of general agreement and of little or no controversy. These items may be voted on as a single group without Board discussion or if so desired, the Board may request to remove any item(s) from the consent agenda and placed for consideration separately.

Consent Items:

- a. May 25, 2021 Meeting Minutes
- b. Capital Project Ordinance – Park Improvements
- c. Project Ordinance – American Rescue Plan Act Funding
- d. Budget Amendment FY 2021-02

III. Public Comment

IV. UDO Updates and Edits

This item was reviewed and discussed at the June 18, 2021 Agenda Work Session

Action Needed:

1. [Motion to approve or disapprove the updates and edits to the UDO](#)

V. Deputy and WCFD Reports

VI. Items Moved from Consent Agenda

VII. Manager's Report/Comments

VIII. Board Comments

IX. Adjournment

The next regularly scheduled meeting will be held on Tuesday, July 27, 2021 at 6:30 PM.

Tab 2 Consent Agenda



Board of Commissioners Regular Meeting
May 25, 2021

The Town of Cedar Point Board of Commissioners held their regularly scheduled monthly meeting on Tuesday, May 25, 2021 at 6:30 PM. Mayor Hatsell determined a quorum was present and opened the meeting at 6:30 PM. Pastor Kevin Clubb, Cape Carteret Baptist Church, presented the Invocation followed by the Mayor leading the Pledge of Allegiance.

PRESENT: Mayor Hatsell, Commissioners Bray, Castellano, Winberry and Nash, Town Manager Rief, Town Attorney Whitford, Town Clerk Calhoun and public.

The Agenda and Consent Agenda, consisting of the April 27, 2021 Closed Session Minutes, the April 22, 2021 Agenda Work Session Minutes and the April 27, 2021 Regular Meeting Minutes, and a Resolution for Receiving Funds Under the American Rescue Plan Act (ARPA).

Commissioner Winberry made a **Motion** to approve the Agenda and the Consent Agenda as presented. The Motion carried 4-0.

The Mayor then opened the floor to Public Comment. Mr. Victor Braggiotti, of The Villas at Magens Bay, asked the Board for assistance with the noise problem from 34 North. He stated that the music was very loud and the patrons using the corn hole lanes were using profanity and also being very loud late into the night.

Zach Leonard, also of The Villas at Magens Bay, spoke of the music being so loud it would cause his building to shake.

Mayor Hatsell assured them that the Town would look into these issues.

The Mayor then directed the Board to a Public Hearing to hear and discuss the 2021-2022 Budget. Commissioner Bray made a **Motion** to go into Public Hearing. The Motion carried 4-0.

Mr. Rief gave a brief overview of the proposed budget, noting the increase in Town taxes, to 14.75%. There is a \$9500 loss noted in Revenues due to the inclusion of the Solid Waste payment into resident's total tax bill, with an additional \$2000 for collection fees. This will increase the Local Option Tax revenues approximately \$55,000 to \$60,000.

39 A 3% COLA increase was included for Town Staff, 5% for Mr. Rief. A new mower will be
40 purchased for Public Works staff as well. The PARTF grant money was applied to the park
41 property loan, netting a \$21,000 in savings. It also netted a \$274,302 in interest savings.
42

43 The total budget for FY 21-22 is \$1,069,500.
44

45 Commissioner Winberry made a **Motion** to close the Public Hearing. The Motion carried 4-0.
46

47 There was no public comment.
48

49 Commissioner Nash made a **Motion** to approve the proposed FY 2021-2022 Budget. The
50 Motion passed 4-0.
51

52 Deputy Nakamura presented his Deputy Report, noting that traffic has increased due to the
53 upcoming Memorial Day holiday. He also stated that there have been no problems at the park
54 property after dark. He also pointed out that there were not many calls logged to dispatch
55 concerning noise complaints at 34 North. Commissioner Nash expressed his concern over
56 parking and traffic on 34 North's busiest nights. Mayor Hatsell suggested that Mr. Rief set up a
57 meeting with Mr. Musco, owner of 34 North.
58

59 Mr. Rief presented his Manager's report, beginning with the NCDOT's offer to purchase parcels
60 on the White Oak River to facilitate their walkway construction. DOT's offer to purchase
61 equaled \$4,525. It was Board consensus that Mr. Rief counteroffer with an amount double to the
62 offer, \$9050. Their work would result in one lane of Highway 24 being closed and the estimated
63 start of work would be February through March 2022.
64

65 The Planning Board held their monthly meeting on May 4, 2021. Agenda items included a
66 general discussion regarding Parks and Recreation and Transportation. Their next meeting is
67 June 6, 2021 and they will be reviewing the UDO updates and edits. The Board of
68 Commissioners will then review and discuss these updates via Public Hearing at their June
69 meeting.
70

71 Paperwork has been submitted for the next round of ARPA funding. A new account with North
72 Carolina Capital Management Trust was set up to facilitate the requirements of deposit for this
73 funding.
74

75 Code Enforcement report: Kaitlin has completed the first of five classes for Inspections. Mr.
76 Rief has tasked her with cleaning up the Town beginning with abandoned fence posts and
77 mailbox posts. Mr. Whitford pointed out that DOT can authorize Town staff to remove these
78 posts. She will also be addressing overgrown lots in the Town.
79

80 The updated park property plat map was received, and the yellow trail must be clearly marked.
81 Once this edit is made this should clear the way for the Town to receive the \$1 million grant
82 money.

83 The bid award for the replacement of the pier at the park went to Bobby Cahoon Marine
84 Construction. The bid came in at \$89,983 and work should begin mid-June. Discussion
85 included the color of roofing for the gazebo at the end of the pier; Board consensus was light
86 gray. With the leftover funds from the private donation of \$140,000, public restrooms will be
87 considered.
88

89 The public works pickup truck was originally expected to be delivered mid-month however, this
90 has been delayed due to a microchip shortage.
91

92 RFPs have been sent out for Phase I and Phase II debris management/removal contracts.
93

94 Mr. Rief proposed installation of monitors at the dais for each Commissioner. This would enable
95 each Board member to better view presentations. Board consensus agreed.
96

97 Mr. Rief will be taking vacation June 2 through June 11; Board approved.
98

99 Town Clerk Calhoun announced the sale of surplus items through GovDeals netted the Town
100 \$1,027.49.
101

102 The Mayor commended Mr. Rief on his work with the Budget and reminded everyone to
103 remember what the Memorial Day holiday is about.
104

105 There being no further business to discuss, the meeting was adjourned. Mayor Hatsell adjourned
106 the meeting.
107

108 The meeting adjourned at 7:59 PM.
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123

124 Scott Hatsell, Mayor

Jayne Calhoun, Town Clerk

TOWN OF CEDAR POINT

Capital Project Ordinance – Town Park Improvements

BE IT ORDAINED by the Board of Commissioners of the Town of Cedar Point, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by a contribution received by an anonymous donor in the amount of \$140,000 and funds received from Carteret County for the Park in the amount of \$60,000. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Replacement of the pier;
2. Construction of restroom facilities;
3. Construction/installation of picnic tables, benches, and/or swings;
4. Roadway and parking improvements; and,
5. Landscaping.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

Pier Replacement	\$90,000
Picnic tables, benches, swings	\$10,000
<u>Other Improvements</u>	<u>\$100,000</u> (To be separately appropriated at a later date)
Total	\$200,000

Section 3: The following revenues are anticipated to be available to complete the project:

Anonymous Donation	\$140,000
County Donation	\$60,000
Total	\$200,000

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the compliance with the appropriations made herein.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a regular basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Finance Officer and to the Town Clerk.

Section 7: This grant project ordinance expires when all the designated funds have been obligated and expended by the town.

Adopted this ___ day of ____, 20__

Scott Hatsell, Mayor

Jayne Calhoun, Town Clerk

TOWN OF CEDAR POINT

Grant Project Ordinance - Coronavirus State and Local Fiscal Recovery Funds

BE IT ORDAINED by the Board of Commissioners of the Town of Cedar Point, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The Town of Cedar Point expects to receive the first tranche in the amount of \$195,000.00 of CSLRF funds. The total allocation is \$390,000.00, with the remainder to be distributed to the town within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

CSLRF Project \$390,000.00

Section 3: The following revenues are anticipated to be available to complete the project:

CSLRF Funds \$390,000.00

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a regular basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Town Manager/Finance Officer and to the Town Clerk.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this ___ day of ____, 20__

Scott Hatsell, Mayor

Jayne Calhoun, Town Clerk



FY 2021 OPERATING BUDGET ORDINANCE AMENDMENT #2

WHEREAS, the Town of Cedar Point has received \$60,000 in funding from Carteret County toward the purchase of the Town Park on a reimbursement basis; and

WHEREAS, the Town of Cedar Point desires to use the proceeds of said reimbursement for park improvements; and,

WHEREAS, the Town has created a Capital Project budget for Park Improvements and seeks to fund the Capital Fund budget with the \$60,000 grant proceeds from Carteret County and the \$140,000.00 donation the Town previously appropriated to Park Maintenance; and

WHEREAS, the costs to provide Planning and Zoning Services are less than estimated and the costs to provide Environmental Protection are greater than estimated; and

WHEREAS, the Town of Cedar Point seeks to reappropriate funds from Planning and Zoning to Environmental Protection to cover anticipated expenses; and

NOW, THEREFORE, BE IT ORDAINED by the Cedar Point Board of Commissioners that the following amendments be made to the annual budget ordinance for Fiscal Year ending June 30, 2021:

Section 1. To Amend the Budgeted Revenues as follows:

<u>Revenue</u>	<u>Increase</u>
Miscellaneous Revenue	\$60,000.00

Section 2. To Amend the Budgeted Departmental Expenses as Follows:

<u>Expense</u>	<u>Increase</u>
Environmental Protection	\$5,000.00
Capital Project - Park Improvements (Transfer Out)	\$200,000.00

<u>Expense</u>	<u>Decrease</u>
Planning & Zoning	\$5,000.00
Park Maintenance	\$140,000.00

Section 3. Copies of this Budget Amendment shall be furnished to the Town Manager for his direction.

Adopted this 22nd day of June, 2021.

Scott Hatsell, Mayor

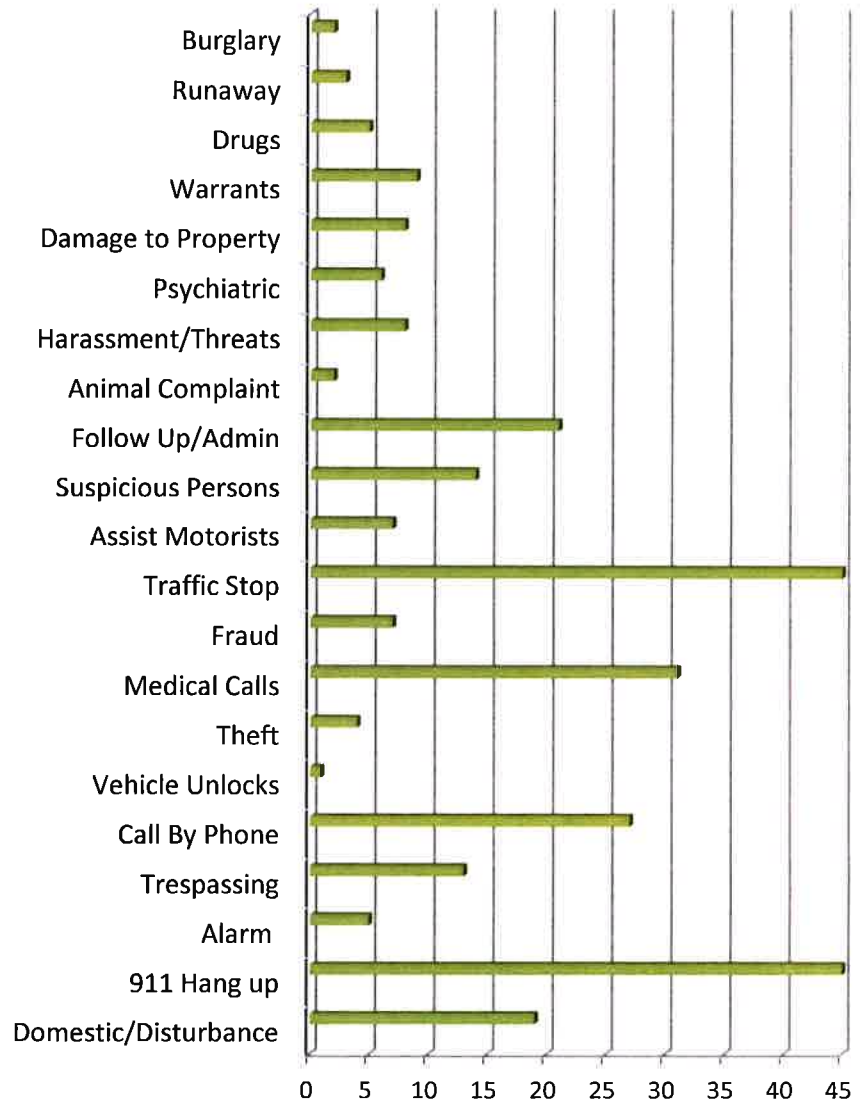
Jayne Calhoun, Town Clerk

Tab 5 Deputy and WCFD Call Reports

Cedar Point Reported Calls

May 14 - June 13 2021

Nature of Call	Quantity
Domestic/Disturbance	19
911 Hang up	66
Alarm	5
Trespassing	13
Call By Phone	27
Vehicle Unlocks	1
Theft	4
Medical Calls	31
Fraud	7
Traffic Stop	86
Assist Motorists	7
Suspicious Persons	14
Follow Up/Admin	21
Animal Complaint	2
Harassment/Threats	8
Psychiatric	6
Damage to Property	8
Warrants	9
Drugs	5
Runaway	3
Burglary	2
Death	1
TOTAL:	345



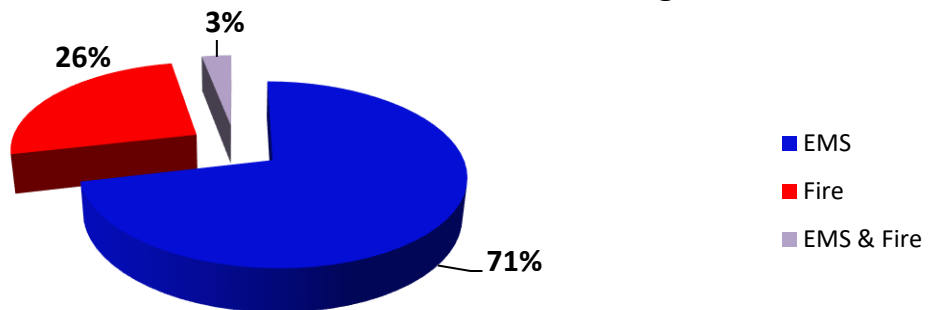
Western Carteret Fire & EMS Department/Interlocal Agency

Call Volume Report for 5/1/2021 through 5/31/2021

Communities/Zones in **RED** are in the Western Carteret Fire **OR** EMS District

<u>Community</u>	<u>EMS</u>	<u>Fire</u>	<u>EMS & Fire</u>	<u>TOTAL</u>
1 Bear Creek	0	0	0	-
2 Bogue	11	4	-	15
3 Broad & Gales	4	3	-	7
4 Cape Carteret	28	7	2	37
5 Carteret Co. (uninc.)	10	7	-	17
6 Cedar Point	37	5	-	42
7 Emerald Isle	5	2	-	7
8 Hubert	1	2	-	3
9 Jones County	-	-	-	-
10 Onslow County	1	1	-	2
11 Peletier	11	3	1	15
12 Stella Sta. 2, District #2	16	10	3	29
14 S-boro	-	6	-	6
15 M-head City	-	1	-	1
16 Newport	-	-	-	-
17 Onslow Cty Stand Bys	18	-	-	18
19 Salter Path Indian Bch.	-	-	-	-
TOTAL:	142	51	6	199
If we were 2 separate depts. =	148	57		
	<u>EMS</u>	<u>Fire</u>	<u>EMS & Fire</u>	
WCFD	142	51	6	
	71.4%	25.6%	3.0%	

WCFD MAY 2021 Incident Call/Volume Percentages



Western Carteret Fire & EMS Department/Interlocal Agency

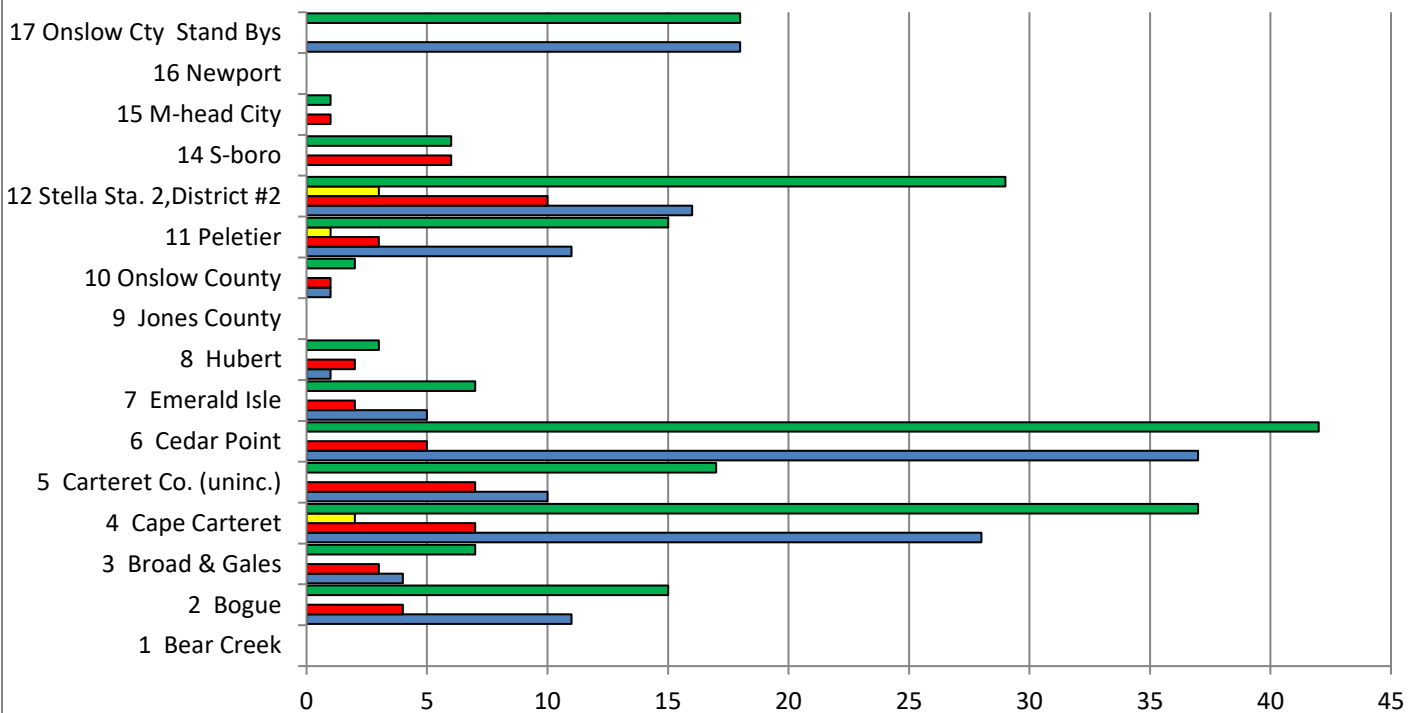
Call Volume Report for 5/1/2021 through 5/31/2021

Communities/Zones in **RED** are in the Western Carteret Fire **OR** EMS District

The month of **May 2021** continued our trend, as we predicted, setting another record for calls in one month, with April and May recording a **two-month** high of **408** calls. Total calls for May alone was **199**. Of the total calls, **148** were EMS, **6** required the services of both fire and EMS units and **57** were fire related calls. This month approximately **13%** of the responses were mutual aid or auto aid calls **to** our neighboring communities, this does **NOT** include EMS Stand-bys to Onslow County which were decreased to **9%**.

The increase in calls has been predicted due to our increase in residential growth with a corresponding population increase, increased commercial activity, vehicular traffic within the district, as well as coming out of the COVID-19 pandemic. None of us can predict the economy and any negative affects a possible downturn in the economy will have on projected growth, however Western Carteret Fire & EMS continues to plan and prepare for the projected growth, so we are not caught off guard as we continue to serve our communities.

ILA-WESTERN CARTERET FIRE & EMS DEPT. MAY 2021 Calls By Jurisdiction & Type



	1 Bear Creek	2 Bogue	3 Broad & Gales	4 Cape Carteret	5 Carteret Co. (uninc.)	6 Cedar Point	7 Emerald Isle	8 Hubert	9 Jones County	10 Onslow County	11 Peletier	12 Stella Sta. 2, District #2	14 S-boro	15 M-head City	16 Newport	17 Onslow Cty Stand Bys
TOTAL	-	15	7	37	17	42	7	3	-	2	15	29	6	1	-	18
EMS & Fire	0	-	-	2	-	-	-	-	-	-	1	3	-	-	-	-
Fire	0	4	3	7	7	5	2	2	-	1	3	10	6	1	-	-
EMS	0	11	4	28	10	37	5	1	-	1	11	16	-	-	-	18

Respectfully

Kevin J. Hunter

Chief of Department