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Town of Cedar Point
Regular Meeting
Tuesday, August 25, 2020

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 Administrator

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. July 28, 2020 Regular Meeting Minutes
- b. July 29, 2020 Recessed Meeting Minutes
- c. Financial Dashboard
- d. Proclamation for Constitution Week

III. Public Comment

IV. Rezone Request (RZ-2020-01) *This matter was tabled from the July 28, 2020 meeting.*

Action Needed:

1. Motion to Approve the Rezone Request; the Motion must include the related Consistency Statement

V. Copier Purchase vs. Lease

Action Needed:

1. Motion to approve purchase of the current copier or lease a new model through the State program

VI. Deputy & WCFD Report

VII. Items Moved from Consent Agenda

VIII. Administrator's Report/Comments

IX. Board Comments

X. Adjournment

The next regularly scheduled meeting will be held on Tuesday, September 22, 2020 at 6:30 PM.

Consent Agenda



1
2
3 Board of Commissioners
4 Regular Meeting – Remotely Conducted
5 July 28, 2020
6

7 The Town of Cedar Point Board of Commissioners held their regularly scheduled monthly
8 meeting on Tuesday July 23, 2020 at 6:30 PM. This meeting was conducted remotely, using the
9 Zoom Remote Meeting program. Mayor Hatsell determined a quorum to be present and opened
10 the meeting.

11
12 PRESENT: Mayor Hatsell, Commissioners Bray, Nash, Castellano and Winberry, Town
13 Administrator Rief, Town Attorney Whitford, Town Clerk Calhoun and members of the public.
14 Of note: Mr. Rief and Ms. Calhoun were physically present; all other attendees were remotely
15 attending the meeting.

16
17 Town Administrator Rief gave the Invocation, followed by the Mayor leading the Pledge of
18 Allegiance.
19

20 The Agenda and Consent Agenda were presented next for Board consideration and approval.
21 The Consent Agenda, consisting of the June 18, 2020 Agenda Work Session Meeting Minutes,
22 the June 23, 2020 Regular Meeting Minutes, the Financial Dashboard, a Resolution Approving
23 the Town's Enrollment in the Interlocal Workmans' Comp Self Insurance Pool and a PARTF
24 Notice of Requirement and Restrictions. Commissioner Bray made a **Motion** to approve the
25 Agenda and Consent Agenda as presented. Motion carried 4-0.
26

27 The Mayor opened the floor to public comment. There was none.
28

29 The next item on the Agenda was an Eagle Scout Project Proposal presented by Eagle Scout
30 Candidate Joshua Pittner. This project consisted of several birdhouses placed at the Park in
31 town. These birdhouses would attract 9 species of compromised birds to include: Bluebird,
32 Chickadee, House Wren, Prothonotary Warbler, Great Crested Flycatcher and the Red Headed
33 Woodpecker. Mr. Pittner proposes placing these birdhouses throughout the tree line, with signs
34 directing visitors where to find them.
35

36 Mayor Hatsell commended Mr. Pittner for a well thought out project and presentation. Board
37 discussion followed:
38

39 Commissioner Castellano encourage Joshua to speak with Don Redfearn concerning construction
40 and placement of the birdhouses.

41
42 Commissioner Bray agreed with Commissioner Castellano.

43
44 Commissioner Winberry felt this was a good project.

45
46 Mayor Hatsell also encouraged Joshua to reach out to Don Redfearn.

47
48 Mr. Rief explained Don's role in the Town to Joshua, and also commended Joshua on his
49 outstanding job with the presentation.

50
51 Commissioner Nash felt it was an excellent presentation and would go a long way in the efforts
52 of conservation.

53
54 Commissioner Nash made a **Motion** to approve Joshua Pittner's Eagle Scout Bird House Project
55 at the Park Property. The Motion carried 4-0.

56
57 The Ennett Rezone Request was next up for Board consideration. This matter was tabled at the
58 June 23, 2020 meeting. The applicants wish to once again table the matter. Mr. Whitford
59 indicated that these types of matters could be tabled indefinitely, so if they wished to table again,
60 it was acceptable. Commissioner Winberry made a **Motion** to table Rezone Request RZ-20-001
61 until the August 25, 2020 meeting. The Motion carried 4-0.

62
63 A Public Hearing to hear and discuss public comments concerning a Text Amendment to
64 Chapter 7, Section 16, Signage and Sign Permits in the Cedar Point Unified Development
65 Ordinance was next on the Agenda.

66
67 Commissioner Nash made a **Motion** to open Public Hearing. The Motion carried 4-0.

68
69 Mr. Rief presented a brief overview of Text Amendment 2020-05. There were no public
70 comments.

71
72 Commissioner Bray made a **Motion** to close the Public Hearing. The Motion carried 4-0.

73
74 Board discussion followed, with Commissioners agreeing that the proposed changes made the
75 language more concise and easier to follow. In keeping with the statutory requirements 24
76 hours will be given for public comment. Since Mr. Rief has an applicant awaiting approval of
77 the amendment in order to move forward on their sign, this matter will be continued until
78 6:30 PM, Wednesday, July 29, 2020. Commissioner Nash made a **Motion** to recess this matter
79 until July 29, 2020 at 6:30 PM. The Motion carried 4-0.

80
81 A Text Amendment to the Cedar Point Code of Ordinances prohibiting the discharge of firearms
82 within Town limits was next for Board discussion and consideration. This amendment would
83 affect Chapter 9, Offenses and Miscellaneous Offenses. Mr. Rief presented a brief overview of
84 the proposed changes.

85 The Town has no language prohibiting discharge of firearms in Town limits. This amendment
86 would prohibit discharge of firearms in the Town limits, except for the cases of defending person
87 or property, or in the event law enforcement personnel is carrying out their duties.
88

89 Board discussion followed:
90

91 Commissioner Nash suggested adding text to include indoor or outdoor firing ranges. Mr. Rief
92 pointed out that the Town does not currently have indoor or outdoor gun ranges, and once one is
93 proposed, that language could be added to include them.
94

95 Commissioner Castellano asked that BB guns, air rifles and air pistols should not be part of the
96 prohibition. Mr. Rief agreed to strike this language from the Ordinance. Commissioner
97 Castellano made a **Motion** to adopt the Ordinance prohibiting the discharge of firearms within
98 Town limits. The Motion carried unanimously, 4-0.
99

100 A sewer easement was presented next for Board consideration and approval. Mr. and Mrs.
101 Ammons are requesting a 20' sewer easement from 217 Jones Street to 103 Sunset Drive. The
102 language within the easement does restrict uses, no cutting of pavement without express
103 permission of Town. The Town will continue to support the surface of the pavement. Mr. Rief
104 does not see any harm in granting the easement.
105

106 Mr. Whitford stated that the nearby water line prompted accommodations to the sewer line such
107 as additional enhanced casing. Mr. Rief said this issue had already been addressed by digging 6
108 feet deep. Commissioner Nash made a **Motion** to adopt the easement as presented. The Motion
109 carried 4-0.
110

111 Mr. Rief presented his Administrator Report. Arlayne will be leaving at the end of August. The
112 Town will hire someone part time to answer the phones. Mr. Rief recommended advertising for
113 the position. Board agreed that advertising should begin immediately.
114

115 Progress has been made towards the PARTF grant money award. The Board approved under the
116 Consent Agenda their Notice of Requirement and Restrictions. Also required were signatures
117 from the seller. The CWMTF also is progressing well. Mr. Rief and Mr. Whitford are working
118 on easement language. A preliminary drawing has been prepared showing the conservation
119 easement area. 7.32 acres is the Town's to develop within the guidelines of PARTF.
120 Commissioner Nash made a **Motion** to approve the preliminary conservation easement plat as
121 presented. The Motion carried 4-0.
122

123 The Town has received the State's reimbursement from Hurricane Florence in the amount of
124 \$91,500.
125

126 Cedar Point is slated to receive \$33,273 from the CARES Act. This money must be earmarked
127 for projects and purchases specifically related to the pandemic. Mr. Rief will be putting together
128 a proposal that illustrates the need for upgraded equipment and software to enable staff to work
129 remotely. Commissioner Castellano made a **Motion** to give Mr. Rief the authority to create a
130 proposal for computer equipment and software for the CARES Act funds. The Motion carried
131 4-0.

132 The speed limit on Masonic Avenue is now 25 MPH, with a sign stating same.

133
134 Mr. Rief has the opportunity to apply for and attend the County and City Administration Course
135 offered through the School of Government. The tuition is \$3500, however, there are
136 scholarships available to cover the tuition costs. There is also an online government finance
137 course offered through several community colleges for which Mr. Rief and Town Clerk Calhoun
138 would like to sign up. Commissioners were supportive of any continuing education.

139
140 Commissioner Castellano is developing a policy for the scout group's use of the park property.
141 She also requested an amendment to the golf cart policy to allow them to travel freely
142 throughout the Town.

143
144 Commissioner Bray agreed with the golf cart policy change.

145
146 Commissioner Nash agreed with a park policy being created, as the grants we have been awarded
147 have limitations on them as far as usage of the park.

148
149 Mayor Hatsell commended Aaron Castellano on his journey through the Air Force Academy.

150
151 There being no further business to discuss, the meeting was recessed. Commissioner Castellano
152 made a **Motion** to adjourn (recess) the meeting. The Motion carried unanimously, 4-0.

153
154 The meeting was recessed at 8:02 PM until Wednesday, July 29, 2020 at 6:30 PM.

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Scott Hatsell, Mayor

Jayne Calhoun, Town Clerk



Board of Commissioners
Recessed Meeting – Remotely Conducted
July 29, 2020

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The Town of Cedar Point Board of Commissioners continued their meeting that was recessed from July 28, 2020. This recess was to allow the 24-hour public comment period for the Public Hearing concerning a Text Amendment (2020-05) to the Unified Development Ordinance. This meeting was conducted remotely, using the Zoom Remote Meeting program. Mayor Hatsell determined a quorum to be present and opened the meeting.

PRESENT: Mayor Hatsell, Commissioners Bray, Nash, Castellano and Winberry, Town Administrator Rief, Town Attorney Whitford, Town Clerk Calhoun and members of the public.

No further public comments were received concerning the Text Amendment.

Commissioner Nash made a **Motion** to approve Text Amendment 2020-05 to Chapter 7, Section 16, Signage and Sign Permits, including the Consistency Statement. The Motion carried 4-0.

There being no further business to discuss, the meeting was adjourned. Commissioner Bray made a **Motion** to adjourn the meeting. The Motion carried 4-0.

The Meeting adjourned at 7:05 PM.

Scott Hatsell, Mayor

Jayne Calhoun, Town Clerk

**TOWN OF CEDAR POINT
FINANCIAL SUMMARY REPORT
Friday, July 31, 2020**



CASH AND INVESTMENTS

		Interest Rate
BB&T Checking (44043)	\$42,513.90	0.00%
BB&T Money Market Savings (7/31/2020)	\$180,642.67	0.05%
NC Capital Management Trust - General Fund Cash Portfolio (1/31/2020)	\$10,216.42	0.07%
NC Capital Management Trust - Operating Acct. Term Portfolio (1/31/2020)	\$210,294.14	0.11%
NC Capital Management Trust - General Fund Term Portfolio (1/31/2020)	\$12,174.57	0.11%
Sound Bank Money Market Account (closed) (8/15/2019)		
NC Capital Management Trust - SBP Account (1/31/2020)	\$161,815.72	0.11%
NC Capital Management Trust - Powell Bill Fund (1/31/2020)	\$117,187.86	0.11%

TOTAL	\$734,845.28
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RESERVED PER STATE STATUTES (8% of Approved Operating Budget)	\$66,800.00
RESERVED PER FUND BALANCE POLICY (APPROVED JUNE 26, 2012 - 45%)	\$205,128.77
FY 17-21 STRATEGIC BUDGETING PLAN	\$161,815.72
POWELL BILL FUNDS	\$117,187.86



**A PROCLAMATION COMMEMORATING CONSTITUTION WEEK
BEGINNING SEPTEMBER 17TH TO 23RD, 2020**

WHEREAS, September 17, 2020, marks the two hundred and thirty-third anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to the magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution Week.

NOW, THEREFORE, I, SCOTT HATSELL, MAYOR do hereby proclaim September 17-23, 2020 as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals of the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to use though this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Cedar Point to be affixed this 25th day of August 2020.

Scott Hatsell, Mayor

Jayne Calhoun, Town Clerk

(SEAL)

Rezone Request RZ-2020-01

**TOWN OF CEDAR POINT
BOARD OF COMMISSIONERS**

Proposed Consistency Statement

Rezoning Request 2020-01

The Town of Cedar Point Board of Commissioners hereby finds that the proposed Official Zoning Map amendment application:

Rezoning Application RZ-20-001: a request to rezone approximately 45.8 acres of property including Tax Parcels 5374-1295-6216, 5374-1295-8499, and 5384-1303-1785, located between Magen's Bay Subdivision and Bogue Sound R.V. Park and more than 750' behind the Bojangles property, from MXD Mixed-Used District to a Conditional R-10 Residential District

is consistent with the Town of Cedar Point Comprehensive Plan adopted November 27, 2012 because the subject parcel is within a Community Growth Area as designated by the Town of Cedar Point Future Land Use Map (2012) and medium density residential uses are encouraged within Community Growth Areas due to the suitability of the land.

Further, the Board finds that the proposed Official Zoning Map amendment is reasonable and in the public interest because the proposed use of the proposed zoning district, as conditioned by the applicant, is compatible with the adjoining properties.

Copier Lease vs. Purchase

Jayne Calhoun

From: Tyrone Rawlings <TRawlings@coeco.com>
Sent: Thursday, July 23, 2020 4:25 PM
To: Jayne Calhoun
Cc: David Rief; Arlayne Calhoun; Aaron Melton
Subject: RE: Copier

Hi Jayne,

Hope you guys are safe.

It looks like based on the last PO from July 6, 2017 the lease payment was \$115.17 for 36 mos plus service. What we're proposing for 2020 is \$104.55 for 36 mos. plus service which is .0072 per page for b&w and .045 per page for color.

We found out the state government division for Canon is still configuring what a refinance option would be because they normally don't refinance under state govt. but because of COVID-19 conditions, they're trying to make some exceptions. They'll be updating us as soon as they can. As soon as I receive their information I'll keep you guys update. Please feel free to reach out if you have any other questions or concerns.

Thanks!

Thank you for the opportunity to be of service to you.

Tyrone Rawlings.
Account Executive
218 E. Arlington Blvd.
Greenville, NC 27858
Direct: 252-467-2134
Toll Free: 800-682-6844 x 1124
Email: trawlings@coeco.com



come celebrate with us!

From: Jayne Calhoun [mailto:jcalhoun@cedarpointnc.org]
Sent: Thursday, July 23, 2020 3:08 PM
To: Tyrone Rawlings <TRawlings@coeco.com>
Cc: David Rief <DRief@cedarpointnc.org>; Arlayne Calhoun <acalhoun@cedarpointnc.org>
Subject: [EXTERNAL] Copier

Hello!

We were looking back at our payments on our current copier, and it's at \$104.54 monthly. So the new one wouldn't be much of a savings as it's the same price! LOL



Canon Financial Services, Inc.

158 Gaither Drive, Suite 200

Mount Laurel, NJ 08054-1716

Tel (800) 220 0200

8/12/2020

INVOICE: RD1-756337-1

CEDAR POINT TOWN OF
427 SHERWOOD AVE
SWANSBORO, NC 28584

Attn:

TERMS: Due by
LEASE: 001-0756337-001

PURCHASE INVOICE

Equipment:
IRC3525I

Serial Number:
WSE03995

NET AMOUNT DUE: \$953.66

PURCHASE PRICE INCLUDES ANY REMAINING LEASE PAYMENTS, MISCELLANEOUS CHARGES AND CREDITS DUE. UPON RECEIPT OF THE ABOVE REFERENCED AMOUNT, THE ACCOUNT WILL BE CLOSED AND BE CONSIDERED PAID IN FULL. *****

Please mail payment to the address below to the attention of so that it's received by 08/24/2020. I may be reached toll-free at 1-800-220-0330.

Thank you.

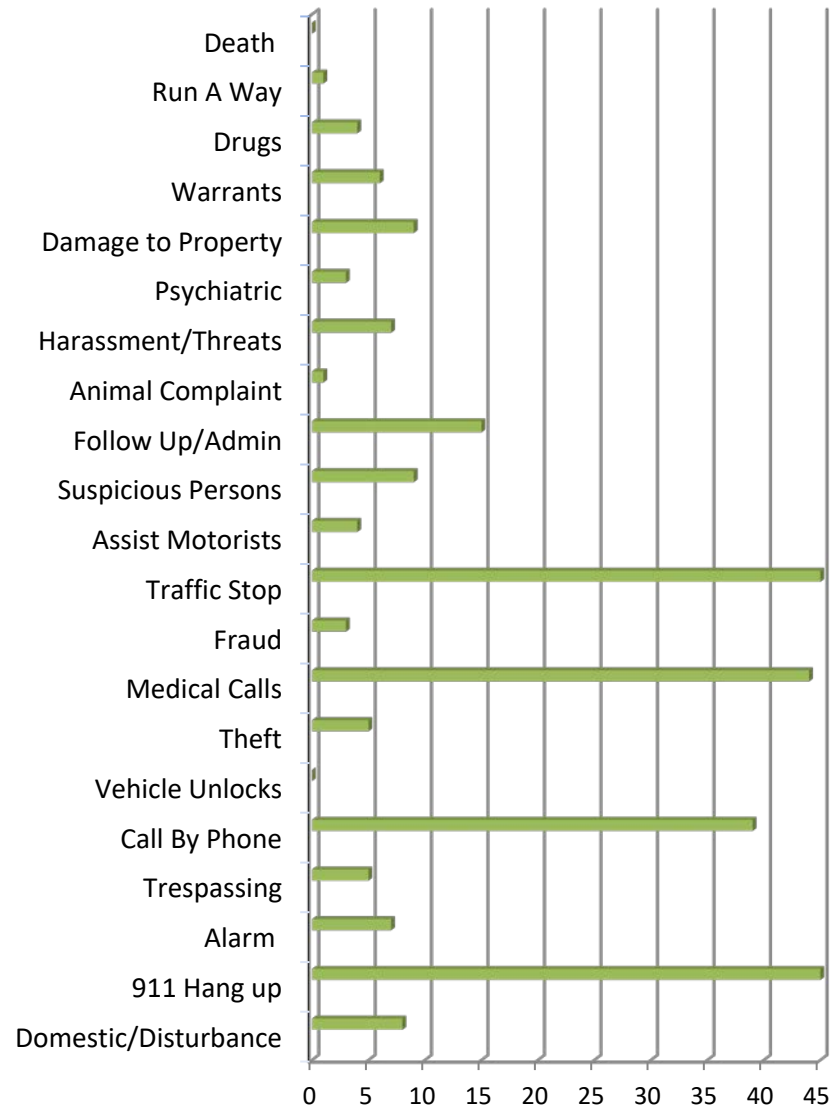
CANON FINANCIAL SERVICES, INC.
158 GAITHER DRIVE, SUITE 200
MT. LAUREL, NJ 08054

Deputy and WCFD Reports

Cedar Point Reported Calls

7/14/2020-8/13/2020

Nature of Call	Quantity
Domestic/Disturbance	8
911 Hang up	93
Alarm	7
Trespassing	5
Call By Phone	39
Vehicle Unlocks	0
Theft	5
Medical Calls	44
Fraud	3
Traffic Stop	75
Assist Motorists	4
Suspicious Persons	9
Follow Up/Admin	15
Animal Complaint	1
Harassment/Threats	7
Psychiatric	3
Damage to Property	9
Warrants	6
Drugs	4
Run A Way	1
Death	0
TOTAL:	



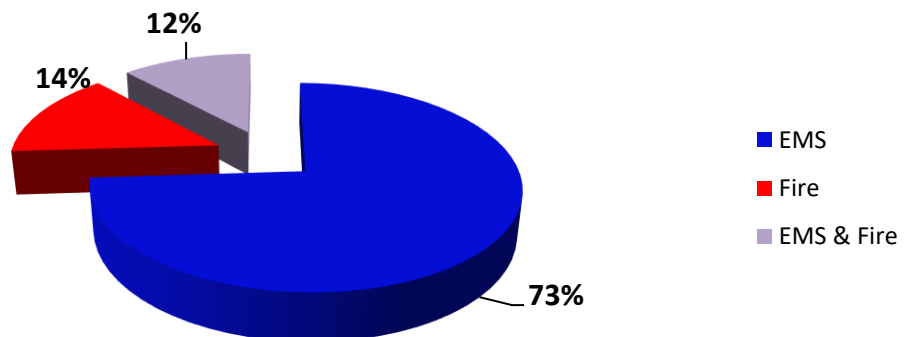
Western Carteret Fire & EMS Department/Interlocal Agency

Call Volume Report for 7/1/2020 through 7/31/2020

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	10	-	1	11
3 Broad & Gales	5	4	-	9
4 Cape Carteret	35	4	8	47
5 Carteret Co. (uninc.)	8	-	-	8
6 Cedar Point	19	4	10	33
7 Emerald Isle	6	2	-	8
8 Hubert	-	-	-	-
9 Jones County	-	-	-	-
10 Onslow County	-	-	-	-
11 Peletier	17	5	-	22
12 Stella Sta. 2, District #2	26	5	2	33
14 S-boro	1	1	-	2
15 M-head City	1	-	-	1
16 Newport	-	-	-	-
17 Onslow Cty Stand Bys	3	-	-	3
19 Salter Path Indian Bch.	-	-	-	-
TOTAL:	131	25	21	177
If 2 separate depts	152	46		
	<u>EMS</u>	<u>Fire</u>	<u>EMS & Fire</u>	
WCFD	131	25	21	
	74.0%	14.1%	11.9%	

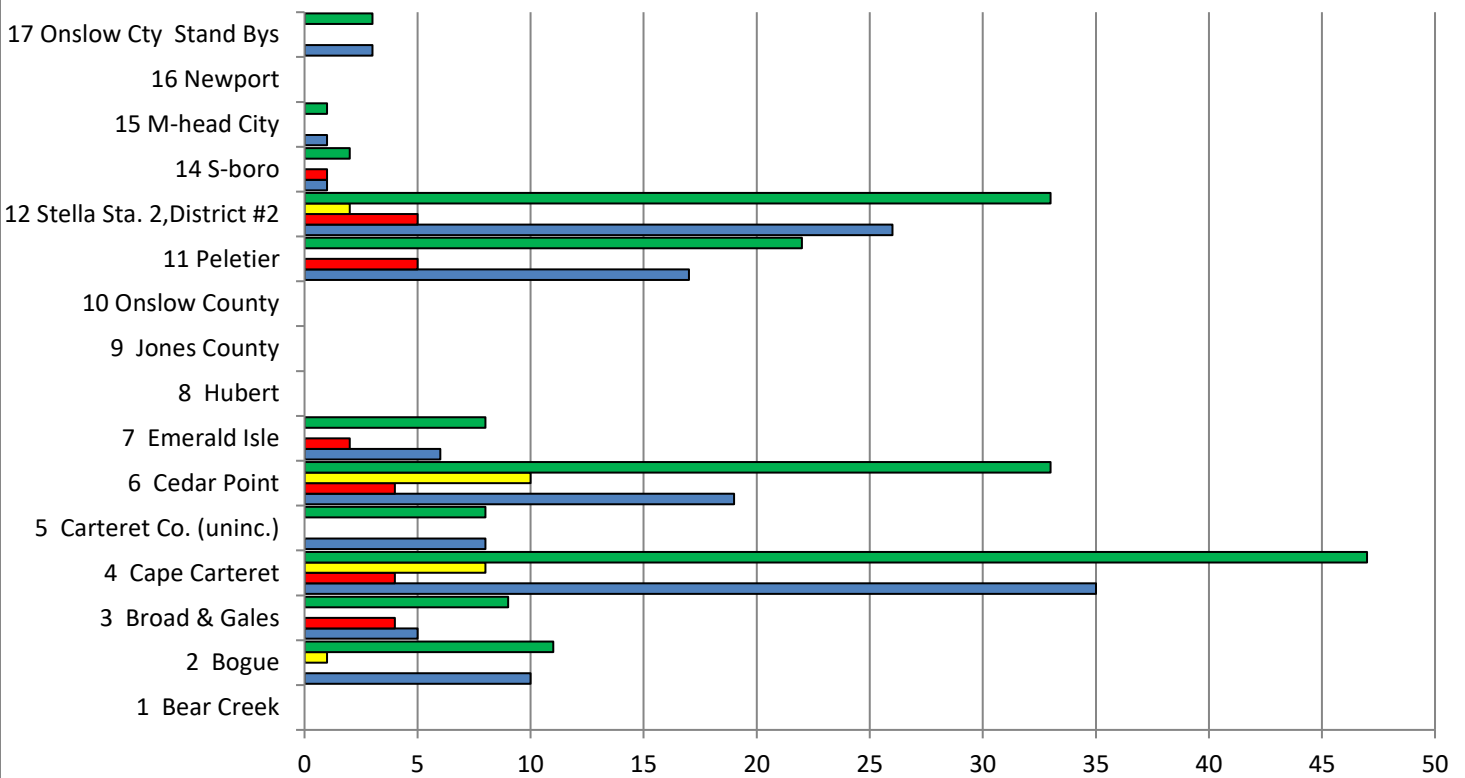
WCFD July 2020 Incident Call/Volume Percentages



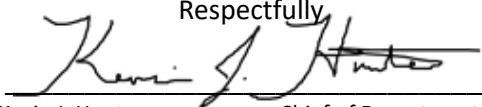
Western Carteret Fire & EMS Department/Interlocal Agency
 Call Volume Report for **7/1/2020** through **7/31/2020**
 Communities/Zones in **RED** are in the Western Carteret Fire **OR** EMS District

The month of **July 2020** was a busy, above average month regarding emergency response call volume. Total calls were **177**. Of the total calls, **131** were EMS, **21** required the services of both fire and EMS units and **25** were fire related calls. This month **8%** 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 less than **5%**. We do still have a number of active COVID 19 cases in our district as well as a number of recoveries. Currently, to our knowledge we have no known COVID related deaths in the district.

ILA-WESTERN CARTERET FIRE & EMS DEPT. July 2020 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	-	11	9	47	8	33	8	-	-	-	22	33	2	1	-	3
EMS & Fire	0	1	-	8	-	10	-	-	-	-	-	2	-	-	-	-
Fire	0	-	4	4	-	4	2	-	-	-	5	5	1	-	-	-
EMS	0	10	5	35	8	19	6	-	-	-	17	26	1	1	-	3

Respectfully,

 Kevin J. Hunter Chief of Department