

**Belhaven Town Council  
Minutes – August 25, 2008  
Regular Session**

**Call to Order/Invocation/Pledge of Allegiance**

The Town Council of the Town of Belhaven met in regular session on Monday, August 25, 2008 at 7:00 P.M. at the Boyette Civic Center at 257 W. Pungo Street. Mayor Adam W. O’Neal called the meeting to order with the following Council members present: Steve W. Carawan, J. Nelson Guy, Mayor Pro-Tem; Howard D. Moore, McKee “Mac” Pigott and Robert L. Stanley. Town Manager Guinn Leverett and Town Clerk Marie J. Adams were also present. Mayor O’Neal recognized and introduced Mr. Johnny Donnell Clark, Deacon with Hoggard’s Temple Church of God in Christ who gave the invocation and led the Pledge of Allegiance.

**Approval of Minutes – August 11, 2008 Public Hearing/Regular Session**

Mayor O’Neal announced that the minutes of the August 11 public hearing/regular session were open for review and adoption. Councilman Pigott made the motion to approve the August 11, 2008 minutes as written. Councilman Guy seconded the motion which carried unanimously, 5 to 0.

**Addition to Agenda – Resolution**

Mayor O’Neal stated that a resolution of intent was needed in order to apply for the grant which the public hearing was held for at the August 11 Council meeting. Councilman Carawan made the motion to amend the agenda to add the Resolution Adoption on the agenda immediately following public comments. Councilman Pigott seconded the motion which carried unanimously, 5 to 0.

**Public Comments**

Mayor O’Neal stated that public comments were open to the public. There were no public comments.

**Resolution Authorizing the Submission of an Application for Community Development Block Grant (CDBG)**

Mayor O’Neal stated that the adoption of the resolution was necessary to be included in the grant application for a Community Development Block Grant on the West End of Town. Councilman Moore made the motion to adopt the resolution. Councilman Stanley seconded the motion which carried unanimously, 5 to 0.

**RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION  
FOR COMMUNITY DEVELOPMENT BLOCK GRANT**

**WHEREAS**, the Town of Belhaven desires to improve living conditions in the Town under the CDBG Community Revitalization Category; and,

**WHEREAS**, the Town Council of Belhaven, North Carolina has voted to commit \$35,000 of unrestricted general fund revenues towards the FY 08 Community

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Revitalization Project in the West Pantego Street neighborhood. These funds will be available in accordance with the Implementation Schedule; and

**THEREFORE BE IT RESOLVED**, that the Town Council of Belhaven, North Carolina voted to submit a Community Development Block Grant application under the provisions of Title I; and authorized and directed the Mayor to act as Chief Elected Official on behalf of the Town in executing the grant application including all assurances and certifications therein.

Adopted this 25<sup>th</sup> day of August, 2008.

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Adam W. O’Neal, Mayor

ATTEST:

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Marie J. Adams, Town Clerk

**Friends of JAW (John A. Wilkinson) – Financial Support from Town – Review Discussion**

Mayor O’Neal stated that there were no board members present, representing the JAW Board. Councilman Moore stated that he had read the article in the Washington Daily News where the writer interviewed Town Manager Leverett; Councilman Moore stated that “we have the General Funds to help them out”. Mayor O’Neal further explained that some Council members feel that the Town should be able to use the JAW building because of the Town’s \$6,084 appropriation. Mayor O’Neal further explained that two years ago the Miss Independence Pageant had to be held at Northside High School and that this event should be kept in the Town limits. Mayor O’Neal stated that some Council members have attended the Friends of JAW board meetings to discuss their concerns. Mayor O’Neal explained other special appropriations in which the Town supports: the Boys & Girls Club which provides supervised after school programs; the Library has no fees to patrons, and the Senior Center is free to patrons. Mayor O’Neal that some concession for the \$6,084 was needed for the town taxpayer’s money which is allocated to this organization.

Councilman Carawan stated that the building is being under utilized; and that the Town subsidizes it with \$6,084 per year, “I scrutinize those monies”.

Councilman Carawan made the motion not to pay the remainder of the allocation until a “town use” plan was in effect. Councilman Pigott seconded the motion.

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Councilman Moore stated that “we can give to them if we give to the Senior Center”. Mayor O’Neal stated that some board members were informed that this issue was on the agenda, and “after getting the taxpayers money – they didn’t come”.

Councilman Pigott stated that he attended one of the Friends of JAW meeting and brought several options for the board such as the Town utilizing part of the building for the Police Department and some use for the 4<sup>th</sup> of July celebration.

Councilman Carawan stated that the Town “was not looking to run their business” but the taxpayers should get something back so that everyone can enjoy and utilize the building.

Councilman Moore questioned ownership of the JAW Building. Mayor O’Neal stated that the Friends of JAW owned the building. Mayor O’Neal stated that the Town should see some benefits from their \$6,084 and that could be 6 rentals per year.

Mayor O’Neal called the vote, which was unanimous, 5 to 0.

**Charles F. Latham Step Replacement (Re-Bid) Review – 134 Water Street**

Mayor O’Neal stated that all bids did not meet the requirements of the building code so therefore bids were accepted again as follows: \$9,577.20 Old Towne Construction, \$7,160.00 Roger Brinn and \$7,065 Waters Construction. Councilman Carawan made the motion to award the bid for the step replacement at 134 Water Street to Waters Construction at \$7,065.00. Councilman Stanley seconded the motion which carried unanimously, 5 to 0.

**David’s Trash Service – Mr. Rob Cuthrell – Update**

Mayor O’Neal introduced and recognized Mr. Rob Cuthrell with David’s Trash Service, who recently contracted with the Town to remove refuse. Mr. Cuthrell explained to the Council and public that the company had a “run of bad luck with equipment”. Mr. Cuthrell further explained that the truck which is used to remove household trash from Belhaven had problems and that the truck replacing that one had leaks. Mr. Cuthrell explained that the “smelly trash leaks” covered most of the east end of Town and caused a smelly mess. Mr. Cuthrell offered a public Thank you, to Mr. Harold Nixon, Recreation Director who assisted David’s employees with some of the clean up. Mr. Cuthrell stated that he personally followed the trash truck on its’ Belhaven route the next pick up cycle to insure that there were no leaks. Mr. Cuthrell stated that the transition of trash pick up had gone fairly well with the exception of the equipment leaks. Mr. Cuthrell stated that recycle bins would be located at the Town’s Public Works Compound on Lee Street and there would be signage naming the items to be recycled. Mr. Cuthrell stated that he hoped to have the recycle area ready the first week in September. After some questioning by Councilman Moore, Mr. Cuthrell explained that the recycle bin would be a “co-mingle” recycling bin where the items are separated at the recycle station.

Councilman Pigott informed Mr. Cuthrell of roll out carts located at the former Belhaven Bait that were actually GDS carts. Mr. Cuthrell stated that the carts would be removed during the next pick up cycle.

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The Mayor and Council thanked Mr. Cuthrell for his service and the conscious effort he has made in rectifying the problems that have occurred in Belhaven.

**Contract to Audit Accounts – Ken Chilcoat, CPA**

Mayor O’Neal stated that Town Manager Leverett had advertised to receive bids to audit the Town’s accounts for Fiscal Year Ending 2007/2008. Mayor O’Neal stated that the Town received one bid for \$13,500 from Ken Chilcoat, CPA. Councilman Moore made the motion to award the audit contract to Ken Chilcoat, CPA in the amount of \$13,500 for Fiscal Year 2007/2008. Councilman Pigott seconded the motion.

Councilman Carawan stated that he did not like to give a contract based on one bid and asked could the Town rebid. Mayor O’Neal explained that time was of the essence as the audit should have been started six weeks ago. Town Manager Leverett stated that Mr. Chilcoat had stated the he should be able to get the audit performed by the end of October. Councilman Carawan explained that he did not have a problem awarding the bid to Chilcoat as he supported him last year when he gave a bid which was less than the bid which was approved by the former Council.

Councilman Carawan voted against the motion, which carried 4 to 1.

**Banking Signatory Resolution – Adding Councilman Pigott**

Mayor O’Neal suggested that Councilman Pigott be added to the Town’s signatory due to his availability and the deletion of Finance Officer Godsell, due to her resignation. Councilman Carawan made the motion to remove Finance Officer Godsell to the signatory for banking at Southern Bank and to add Councilman Pigott, along with Mayor Adam W. O’Neal, Councilmen Steve Carawan, and J. Nelson Guy. be designated as signatories for the bank accounts on behalf of the Town.

**Town Manager’s Report**

Town Manager Leverett reported briefly on the following issues:

a) Town Hall Museum - installation of an elevator – have contacted the National Register of Historic Site concerning the possible installation of an elevator in this building; Mayor O’Neal questioned the financing of this installation – TM Leverett stated that the Museum Board is responsible and is seeking to see if funding is available through a grant; Councilman Moore asked is this was feasible to the structural integrity of the building – TM Leverett stated that the building would be reviewed by an engineer before funds are sought.

b) Wynne’s Gut Master Plan – (Bridge) - asked that the Council and public participate in the planning session on September 23 and September 24 – time announced later. TM Leverett encouraged participation by the Council.

**Miscellaneous Concerns/Comments – Town Council – Discussion**

Mayor O’Neal recognized Belhaven Police Chief Fred Clingenpeel – who wanted to remind the public that the Police Department offers free home checks for those persons

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who will be out of town for a number of days. Chief Clingenpeel encourage citizens to use this free service which as been offered through his department for a number of years.

Mayor O'Neal spoke of a chronic litter problem in the downtown area and at the Belhaven Crossing Shopping Center and asked for assistance with this from the Chief. Mayor O'Neal asked that Chief Clingenpeel meet with Town Manager Leverett to devise a strategy to curtail this unsightly problem.

Councilman Moore congratulated Chief Clingenpeel for the open communication he is developing with the citizenry. Chief Clingenpeel stated that meeting the citizens was the best part of the job.

Mayor O'Neal stated that he, Town Manager Leverett and Councilman Carawan had met with Senator Elizabeth Dole when she was visiting in Washington, NC last week and asked for any support on the location of a new Fire/EMS building being placed on the former temporary Post Office site on East Main Street which was the location of the gymnasium for the local school and was demolished according to the FEMA buyout program and then was restricted for construction due to the Stafford Act. Mayor O'Neal stated that Senator Dole was very instrumental in getting the breakwater repair (first phase) included in the proposed budget of the Army Corps of Engineers.

**Adjournment**

There being no further business, Mayor O'Neal declared the meeting adjourned at 7:42 P.M.

Respectfully submitted,

Marie J. Adams  
Town Clerk

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