

**Town of Surf City
Regular Council Meeting Minutes
November 7, 2012**

Mayor Guy called the regular monthly meeting of the Surf City Town Council to order at 7:00 p.m. Mayor Pro Tem Medlin gave the invocation, and Councilman Curley led the Pledge of Allegiance. Also present for the meeting were Councilwoman Albury, Councilmen Fowler and Helms, Town Manager Michael Moore, Attorney Trey Carter, Finance Director Jane Kirk, and Town Clerk Patricia Arnold.

BEAUTIFICATION & APPEARANCE RECOGNITION

Mayor Guy presented the Proclamations for the Home of the Month for November to Jim Witmer & Connie James their property located at 50 N. Ridge and the Business of the Month for November to Inis Spa located at 214 N. Topsail Drive.

PROCLAMATION

Sgt. Thomas J. (TJ) Butler IV. Proclamation was presented by Mayor Pro Tem Medlin and Councilman Curley to Sgt. Butler's parents, Thomas and Leslie Butler.

Opposing Insurance Rate Increases. Mayor stated that he was present at the hearing in Raleigh and it has been deferred until the 1st week in June. He encouraged everyone to email their State Representatives about not raising the rates.

APPROVAL OF MINUTES

Minutes of the October 2, 2012 Regular Meeting were recommended for approval by Town Attorney Trey Carter. Motion was made by Councilwoman Albury and seconded by Councilman Helms to approve as presented and was carried unanimously.

2013 COUNCIL MEETING DATES

The regular Council meeting dates are set for the first Tuesday of each month.

*Notice that the meeting date changes with * marks.

*January meeting will be held on January 2nd because the Town is closed on January 1st.

*November meeting will be held on Wednesday, November 6th because of Elections.

**2013 Town Council Meetings -7:00 p.m.
Surf City Town Hall Council Chamber**

*Wednesday, January 2
Tuesday, February 5
Tuesday, March 5
Tuesday, April 2
Tuesday, May 7
Tuesday, June 4

Tuesday, July 2
Tuesday, August 6
Tuesday, September 3
Tuesday, October 1
*Wednesday, November 6
Tuesday, December 3

Councilwoman Albury made a motion to approve the 2013 Town Council meeting dates. Mayor Pro Tem Medlin seconded motion. Motion carried unanimously.

ADVISORY REAPPOINTMENT

Beach Renourishment Committee: Jack Solak was reappointed by Councilwoman Albury.

Councilman Fowler made a motion to reappoint Hiram Williams, Jean Beasley, and Les King to the Beach Renourishment Committee. Councilman Helms seconded motion. Motion carried unanimously.

TISPC MEMBER

Councilman Curley made a motion to appoint Hiram Williams as an AT LARGE representative for the Town of Surf City to the Topsail Island Shoreline Protection Commission. Councilwoman Albury seconded motion. Motion carried unanimously.

ENGINEERS PROJECT UPDATES, Gus Simmons, Cavanaugh & Associates **Surf City Wastewater Treatment Facilities**

Juniper Swamp Phase 1 Irrigation System:

In October, the contractor focused on finalizing all aspects of construction and performance of functional testing / start-up testing. A Substantial Completion inspection was performed on October 23, 2012 that included representatives of the Town, L.M. McLamb, and Cavanaugh; and the project was found to be Substantially Complete. Representatives of NCDENR-DWQ also visited the site on Friday, November 2, 2012 and confirmed their opinion with regards to the construction being substantially complete. A Partial Certification for the storage basin and associated piping to connect the storage basin to the existing wastewater facilities was issued by Cavanaugh and is pending approval with NCDENR-DWQ (expected this week). Final certification of all aspects of the project is anticipated in April 2013, due to the necessity for the construction contractor to return to the project site after the winter wet season to repair vehicle ruts / depressions in the spray zone laterals and re-seed.

Key Project Metrics:

Notice to Proceed: October 11, 2011

Contracted Project Completion: 365 Days

Changes to Construction Schedule: 3 Days

Original Substantial Completion Date: October 16, 2012

Current Substantial Completion Date: October 19, 2012

Project is currently on schedule

Original Construction Contract Amount: \$4,617,817.00

Changes to Construction Cost: \$30,910.00

Current Construction Contract Amount: \$4,648,727.00

Payment requested to date: \$4,532,508.83 (97.5%) All remaining is retainage

Project is currently within budget¹

1 Loan included \$230,891.00 in contingency.

Change Order Summary: (No changes since previous report)

Change Order #1: Increase in Contract Price of \$6,870.00; No change to Contract Time. Change Order #2: Increase in Contract Price of \$18,300.00; Increase in Contract Time of 3 days.

Total change in contract value subsequent to Change Order #2 = \$25,170.00

Change Order #3: Decrease in Contract Price of \$25,000.00; No change to Contract Time.

Total change in contract value subsequent to Change Order #3 = \$170.00

Change Order #4, Increase in Contract Price of \$30,740.00, No change to Contract Time.

Total change in contract value subsequent to Change Order #4 = \$30,910.00

As has been reported for the past several months, there will be a final adjustment change order that encompasses all final changes to contract price. Although the Substantial Completion inspection was performed a few days after the specified deadline, based on previous site visits and observations by Cavanaugh staff, the project was determined to be Substantially Complete within the contract schedule, so no change in contract time is expected.

Juniper Swamp Infiltration Basin:

No change since previous report.

Hwy 50 Sidewalk Improvements

Construction in the month of October progressed in accordance with expectations, and this project was also found to be Substantially Complete during a site visit / inspection on October 23, 2012. Cavanaugh has been coordinating construction and field confirmation with NCDOT and JOEMC (as pertains to the sidewalk interface with their driveway), as well as Town staff.

Key Project Metrics:

Notice to Proceed: July 25, 2012

Contracted Project Completion: 120 Days

Changes to Construction Schedule: 0 Days

Original Substantial Completion Date: October 23, 2012

Project is currently on schedule

Original Construction Contract Amount: \$85,002.50

Changes to Construction Cost: \$0

Current Construction Contract Amount: \$85,002.50

Payment requested to date: \$85,002.50 (100%) Final Application is Under Review as

there may be some deductions to the credit of the Town

Project is currently within budget

PUBLIC FORUM

Jack Solak, 2408 S. Shore Drive, stated that the town was fortunate to have the dunes pushed a few years ago. He was hoping they will push sand again this year.

Mayor Guy stated that the town will watch the nor'easters and look to push before the next turtle season.

COUNCIL FORUM

Councilman Helms encouraged everyone to get their fireplace and chimneys checked, watch out for candles and water their Christmas trees.

Councilman Fowler November 17th the Community Center will have 5k Run and the Christmas Tree Lighting in the park at 6pm.

Councilwoman Albury stated that she was sorry for the Butler's lose and wished everyone a Happy Thanksgiving.

Mayor Pro Tem Medlin stated that you hear about men and women that get killed in action but it changes your outlook when it's in your community and it is a little more real, we appreciate all that they do for us.

Councilman Curley thanked everyone for being here. He stated that Hurricane Sandy may bring up questions about building on islands.

Mayor Guy

- November 11th is Veterans Day.
- November 12th Town Hall will be closed
- November 10th Hampstead Gazebo Veterans Program.
- November 15th 9am-2pm Hire a Veteran Week – Job Fair. Onslow Co. Job link
- Gave an update of Cape Fear Community College Alston Burke Campus

MANAGER REPORT

- Yard Debris will be picked up by town employees starting December 17th.
- The Army Corp and FEMA came by and did a beach assessment. The town had an estimate of \$28,000 of sand lost and \$4,000 of beach crossover damage.

TOWN ATTORNEY REPORT

No report at this time.

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ADJOURNMENT

There being no further business Mayor Guy adjourned the meeting at 7:42 p.m. upon the motion by Councilman Helms and seconded by Mayor Pro Tem Medlin. The Council unanimously approved motion.

Patricia E. Arnold, Town Clerk

A. D. (Zander) Guy, Jr., Mayor