

Town of North Topsail Beach

Joann M. McDermon, Mayor
Mike Benson, Mayor Pro Tem

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek



Alice Derian, ICMA-CM
Town Manager

Danyale Lundy
Town Clerk

Nature's Tranquil Beauty

**Board of Aldermen
Regular Meeting Minutes
Wednesday, March 2, 2022, at 11:00 A.M.
North Topsail Beach Town Hall
2008 Loggerhead Court, North Topsail Beach, NC 28460**

Present: Mayor McDermon; Mayor Pro Tem Benson; Aldermen Grant, Pletl, and Swantek. Chief Younginer; Chief Soward; Finance Officer Elliott; Town Manager Derian; Town Clerk Lundy; Planning Director Hill; Town Attorney Edes.

Absent: Aldermen Harte

Via Zoom: Coastal Engineer Way; and FA Doug Carter.

I. Call to Order

Mayor McDermon called the Meeting to order at 11:09 AM.

II. Invocation

Alderman Pletl led attendees in an invocation.

III. Pledge of Allegiance

Mayor McDermon led attendees in the Pledge of Allegiance.

IV. Approval of Agenda

Mayor McDermon requested approval of the agenda. A discussion was held.

It was requested that Financial Advisory Carter's items A, B, and C under New Business Items be moved up on the agenda to before the Manager's Report.

Mayor Pro Tem Benson made a motion to approve the agenda with the above request. Alderman Grant seconded. The Motion passed unanimously; 4:0.

V. New Business

A. 2022B Bond Purchase Agreement

Financial Advisor Carter explained that the interest cost savings created by this new Special Obligation Bond are around 1.5 million dollars. Mr. Carter disclosed that in this five-year period the Town of North Topsail Beach should not only be able to cover the debt service plus normal operating expenses, but also have around a million or so per year to go into the reserves for future beach needs. Mr. Carter stated that in the event the town needs to borrow money to conduct other federal government improvements the Special Obligation Bonds being approved today would have no negative impact in the future. Mr. Carter closed by announcing yesterday that the Local Government Commission approved the Special Obligation Bond.

Aldermen Grant asked Mr. Carter for clarification regarding how much money would be left in the Beach Fund.

Financial Advisor Carter responded that around the time of the audit the Beach Fund had eight-plus million; as well as receivables from FEMA funds.

Alderman Swantek made a motion to approve the 2022B Bond Purchase Agreement. Alderman Grant seconded. The Motion passed unanimously, 4-0

B. 2022B Bond Order

Alderman Swantek made a motion to approve the 2022B Bond Order. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 4-0

C. 2022B Issuance Resolution

Alderman Swantek made a motion to approve the 2022B Issuance Resolution. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 4-0.

VI. Manager's Report

Town Manager Derian delivered the monthly report which included the following:

RCCP

The Town of North Topsail Beach in coordination with the RCCP (Resilient Coastal Communities Program) has been working to identify and prioritize projects to enhance community resilience to coastal hazards. The Town of North Topsail Beach has added constructing a LEED-certified Fire Station to the draft

list of prioritized projects specific to North Topsail Beach. Another open house for mid-March is in the process of being scheduled. Following the open house, the CAT will meet for the last time (approximately 1-2 weeks following the open house) to finalize and prioritize the project portfolio. A final portfolio list of 5 projects per town with 15 projects overall, based on cumulative data and feedback obtained throughout the project will be developed.

DEC Associates

The Local Government Commission meeting was held Tuesday afternoon where they considered and approved the refunding. A meeting will be held this week to review the closing memo for closing which is scheduled for March 9th.

Phase 5 North End Truck Hall Project

The pre-construction meeting was held on February 18th, permitting confirmed, performance bonds received, and ST Wooten started as scheduled on Monday hauling sand. Trucks are entering the beach at the Gray Street beach access and placing sand on the active beach from the access heading north approximately 1,000 feet for the first phase of the project. Work is occurring Monday through Friday from now through April 30th during the environmental permitted window. Work will resume following turtle season in November. This phase of the project will consist of placing approximately 289,000 CY's of sand along approximately 12,175 feet of NTB shoreline.

FY 2022-2023 Budget

Budget workshops are scheduled for March 30th and March 31st from 8:30 am to 4:30 pm and April 13th and April 14th from 8:30 am to 4:30 pm.

Ocean City

The historical Ocean City Beach community recently has received state recognition. The Ocean City Beach community will be honored for its historic role in North Carolina's civil rights history with a marker on the state's Civil Rights Trail. The Ocean City Beach community will be memorialized with one of the 50 markers for the state. Town Manager Derian brought to everyone's attention the pictures of Ocean City along the back wall of the board room. Mrs. Derian gave special thanks to Ms. Carla Torrey for providing various pictures of the Ocean City Community and to Mr. Jeff Wenzel for doing an amazing job getting the pictures transferred to canvas and installed.

Vegetative Debris Pick-Up

The vegetative debris pick-up was completed as scheduled for the week of February 21st. The next debris pick-up will take place April 25th through April 29th and Oct 24th through Oct 28th. Town Manager Derian also announced free mulch is currently available on a first come first serve basis at Jeffries parking lot.

VII. Open Forum

Town Clerk Lundy reported that no attendee signed up to provide public comment during the second open forum.

VIII. Public Presentations and Hearings

Mr. Fran Way of ATM provided an update as follows:

- Phase 1 and Phase 2 Dune Truck Haul: Remaining ~mile to be completed the 2022 winter/spring environmental window.
- Hurricane Florence & Dorian Phase 5 FEMA Category G: All Permits (DWR, DCM, Corps) issued.
- Bids Received for Phase 5 FEMA Cat. G (Northern Portion) – ST Wooten.
- ST Wooten started hauling sand near Gray Street on February 28.
- Hurricane Dorian Phase 1 FEMA Category G: Separated from Category 5 permitting due to sandbags. Minor Mod for DCM. April Window is limited.
- New River Inlet Management Master Plan EIS: Continued EIS processing and meetings.
- Working with NTB Finance Officer and DEC Associates regarding funding for upcoming FEMA and State Grant projects.
- Sea Oat Planting will begin on May 1st.
- County Beach Access is in progress.

Mayor McDermon requested Mr. Way look into ensuring sea oat planting will be occurring in phase five as well. Mayor McDermon also asked if there is a risk of sand not being able to be placed at Topsail Reef in April due to the short environmental window that was mentioned.

Coastal Engineer Way disclosed that getting the sand placed in front of Topsail Reef Villas within the next month will be difficult unless an extension is granted which can be evaluated in mid-March.

IX. Consent Agenda

The mayor will ask any Board Members with questions or concerns about any agenda item to identify the item, which will be removed from the Consent Agenda and considered separately. If an item is identified, no vote is necessary to move the item for separate consideration.

- A. Approval of Minutes ([February 2, 2022](#))
- B. Department Head Reports
 1. [Finance Department](#)
 2. [Fire Department](#)
 3. [Inspections Department](#)
 4. [Planning Department](#)
 5. [Police Department](#)

- C. Committee Reports
 - 1. Planning Board & PPI Committee
 - 2. Board of Adjustment
 - 3. TISPC ([link to minutes](#))
 - 4. ONWASA ([link to minutes](#))
- D. Budget Amendment 2021-22.7
- E. Budget Amendment 2021-22.8
- F. Budget Amendment 2021-22.9
- G. Budget Amendment 2021-22.10

Alderman Swantek made a motion to approve the Consent Agenda as presented. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 4-0.

X. Continuing Business

A. BISAC Update

Mayor Pro Tem Benson revealed that the Beach, Inlet, and Sound Advisory Committee had its first meeting on February 22nd. The committee is currently made up of representatives from four of the five phases. Mr. Benson stated that the first meeting mainly consisted of organizational items for the committee and discussing the committee's role. The committee will present a charter, mission, and vision to the Board of Aldermen within the next 90 days. The importance of the beach committee is to retain institutional memory. Per Mr. Benson, the idea of the committee is to provide a group that can focus on the beach, inlet, and sound issues, develop ideas and alternatives, and relays recommendations to the Board of Aldermen. Mayor Pro Tem Benson advised the board that Mr. Thomas Garrison from phase two had applied to the Beach, Inlet, and Sound Advisory Committee.

Alderman Pletl made a motion to appoint Mr. Thomas Garrison as Phase Two Representative for the Beach, Inlet, Sound Advisory Committee. Alderman Swantek seconded. The Motion passed unanimously, 4-0.

B. Numbering Signage Facing the Shoreline

Town Manager Derian announced that town staff is currently working on updating the current beach access list on file that was updated in August of 2017. We will be verifying the accuracy of the list and noting which crossovers the town can affix signage to and where we would need to install post/signage. Mrs. Derian explained that once staff completes

verifying the list, the town will coordinate updates with 911, and at that point, Mrs. Derian will provide a cost estimate.

Mayor McDermon requested that the town website be updated to reflect all of the current public beach accesses.

Town Manager Derian stated that currently there is an estimated 57 public access points.

XI. New Business

A. [Otto Connect Contract Amendment](#)

Town Manager Derian stated that Otto Connect is North Topsail Beach's parking vendor and within the board packet are proposed amendments to the Otto Connect Contract. Mrs. Derian indicated some of the notable changes include: changing the otto fees, changing the enforcement hours, removal of the original community cast option, the use of a collection agency for unpaid citations, and parking permits will now be limited to a single-vehicle instead of two.

Alderman Grant made a motion to approve the Otto Connect Contract Amendment. Alderman Swantek seconded. The Motion passed unanimously, 4-0.

B. [Chamber Regional Economic Development Plans and Request](#)

Mayor McDermon informed that she was contacted by Mr. Franko from the Chamber of Commerce requesting the Town of North Topsail Beach consider an additional donation to partner with the Chamber in kicking off a summit regarding economic development. Per Mayor McDermon the town had budgeted a donation of \$1,000. Mayor McDermon inquired if the board would like to consider an additional donation to the Chamber of Commerce. It was decided that Mayor McDermon would gather additional information and present it during the budget discussion to the board.

C. Beach Ambassador Program

Town Manager Derian explained that the Board of Aldermen approved the line-item titled "Beach Patrol Expense" in the amount of \$15,000 as part of the budget under the Police Department. Historically, there have been two part-time employees who would patrol the beach starting Memorial Day weekend on Friday through Sunday including holidays. Mrs. Derian stated these will individuals navigate the beach via ATV and educate beachgoers regarding North Topsail Beach's rules/ordinances. Mrs.

Derian also disclosed a conversation held with Kathy from the Sea Turtle Rescue and Rehab Center about hosting Turtle Talks which would consist of hosting talks free to residents and visitors beginning in May. This would consist of weekly talks on Tuesday mornings here at Town Hall. Turtle

Talks' purpose is to educate and discuss turtle natural history, tracks, and threats (filling in holes on the beach, leaving trash on the beach). Mrs. Derian has also had a discussion with Sea Turtle Rescue and Rehab Center about providing "beach ambassador training" to town staff once the part-time employees are secured.

D. [New Beach Nourishment Capital Project Ordinance](#)

Town Manager Derian disclosed after consulting with the town auditor it was suggested to create Fund 31 to track funds going in and out regarding the project.

Alderman Swantek made a motion to approve New Beach Nourishment Capital Project Ordinance. Alderman Grant seconded. The Motion passed unanimously, 4-0.

E. [Coastal Engineering Cost for FEMA Cat G Truck Haul](#)

Town Manager Derian stated that coastal engineering costs for FEMA Cat G Truck Haul will also be tracked with Fund 31 to ensure transparency regarding the FEMA Cat G Truck Haul Project.

Alderman Grant made a motion to approve Coastal Engineering Cost for FEMA Cat G Truck Haul. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 4-0.

XII. Open Forum

Susan Meyer voiced her opinion regarding utilizing children either locally or those on vacation to participate in the Beach Ambassador Program.

XIII. Attorney's Report

Town Attorney Edes advised that the Winter Conference for the Municipal Attorneys is scheduled to be held at the School of Government on March 17th and 18th which Nate Ulmer and he would be attending.

XIV. Mayor's Report

Mayor McDermon thanked the staff of North Topsail Beach for putting together and hosting the Open House which was very well attended.

XV. Aldermen's Report

Alderman Grant reported attending the Onslow County Board of Commissioners meeting in which they disclosed that 80% of their budget is directed by required statutes out of their control, but they are going to put in some requests for North Topsail Beach. Mr. Grant voiced appreciation to staff for organizing the Capital and Beach Projects Special Meeting that occurred Saturday, February 26th.

Alderman Swantek invited individuals to go to the Gray Street site and observe the Truck Haul Project. Alderman Swantek requested a moment of silence to honor the Ukraine people and their current suffering.

Mayor Pro Tem Benson reported at the Topsail Island Shoreline Protection meeting that they spoke on developing projects that will improve the resiliency of the island, especially regarding infrastructure and stormwater management. Mr. Benson also reported that the Island Waste Management Project's goal is to reduce the environmental impact of non-recyclable plastic and glass in combination with the Beach Clean Initiative. Lastly, the Federal Government is going to be imposing flood insurance 2.0 which will be evaluating flood insurance programs.

Alderman Pletl congratulated Ocean City on receiving a historical marker; as well as thanked everyone who made the Town Hall Open House a success. Mrs. Pletl also thanked staff for keeping the town website and social media pages current and up to date. Alderman Pletle announced that the Greater Topsail Area of Chamber and Tourism is hosting a Great Gatsby Casino Night here in town this month.

Alderman Grant made a motion to enter into closed session to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 4-0.

- XVI. **Closed Session:** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. (G.S. 143-381.11(a)(3)).

Alderman Grant made a motion to come out of the closed session. Alderman Swantek seconded. The Motion passed unanimously, 4-0.

Mayor McDermon reported that no action was taken.

XVII. Adjournment

Mayor Pro Tem Benson made a motion to adjourn. Alderman Swantek seconded. The Motion passed unanimously, 4-0.

The Meeting adjourned at 12:59 PM.

End of March 2, 2022 Minutes