



**TOWN OF HOLDEN BEACH  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
TUESDAY, SEPTEMBER 20, 2016 – 7:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, September 20, 2016 at 7:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem H. Ashley Royal; Commissioners Peter Freer, Kim Isenhour and Ken Kyser; Town Manager David W. Hewett; Town Clerk Heather Finnell; Shoreline Protection and Recreation Manager Christy Ferguson; Police Chief Wally Layne; Building Official Tim Evans; CAMA Official Rhonda Wooten; and Town Attorney Noel Fox. Also present were Fran Way from Applied Technology and Management, Scott Leo from Parker Poe; and Andrew Carter from DEC Associates. Commissioner John Fletcher was not in attendance.

Mayor Holden asked for a moment of silence and then called the meeting to order.

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL**

*Motion by Commissioner Freer to postpone Item 10 (Presentation on Pointe West Parking).*

Commissioner Freer stated Commissioner Fletcher is not here and this is his item and it is not time sensitive. Commissioner Kyser suggested postponing Item 11, Davenport Property Owner Association's Request for Parking Restriction as well since the items are related. Commissioner Freer agreed. He would like to reschedule the items for the next meeting.

*Mayor Holden confirmed that Commissioner Freer's motion was to remove items 10 and 11 and place them on next month's regular 7:00 p.m. meeting agenda.*

*The motion passed by unanimous vote.*

**APPROVAL OF MINUTES**

*Motion by Mayor Pro Tem Royal to approve the minutes of the Special Meeting of August 1, 2016, the minutes of the Special Meeting of August 16, 2016, the minutes of the Public Hearing/ Regular Meeting of August 16, 2016 and the minutes of the Special Meeting of August 22, 2016 as written; second by Commissioner Isenhour; approved by unanimous vote.*

**PUBLIC COMMENTS ON AGENDA ITEMS**

No comments were made.

**EXECUTIVE SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(3), TO CONSULT WITH THE ATTORNEY EMPLOYED BY THE PUBLIC BODY IN ORDER TO PRESERVE THE ATTORNEY CLIENT PRIVILEGE BETWEEN THE ATTORNEY AND THE PUBLIC BODY**

Town Clerk Finnell read the reason for going into Executive Session.

*Motion by Mayor Pro Tem Royal to go into Executive Session at 7:04 p.m.; second by Commissioner Freer; approved by unanimous vote.*

**OPEN SESSION**

*Motion by Commissioner Isehour to go back into Open Session at 7:31 p.m.; second by Commissioner Kyser; approved by unanimous vote.*

**POLICE REPORT – CHIEF WALLY LAYNE**

- Remains fairly quiet on the island. We still have a fair amount of visitors. Will probably remain that way until November.
- There have been a few attempted break-ins. This is the season to look out for each other. If you see something suspicious do not hesitate to call.
- Run HB went off successfully. Provided feedback on the race.
- The tropics are staying fairly active. Hopefully everyone has a plan in place.
- There was a break in the pipeline that runs gas north and south on the east coast. Some stations are having some disruptions in their ability to provide gas. Exxon and Marathon still have gas. Hopefully the break will be resolved by the end of the week.
- Sheila Young asked how the Town will notify people if there is a mandatory evacuation since the Emergency Teams are no longer active. Chief Layne responded the plan is that the Police Department and Fire Department will make the notifications. It might not always stay that way, but based on the law and liability issues, it is the best way at this point.

**DISCUSSION AND POSSIBLE APPROVAL OF ITEMS RELATING TO THE CENTRAL REACH PROJECT**

Town Manager Hewett explained that back in March the Board kicked the Central Reach Project (CRP) into high gear. Since then, the intent was to if possible initiate a beach nourishment project this winter. Since then, we passed the budget necessary; secured the interlocal agreement with Brunswick County; and established the Municipal Service District. Now, bid solicitations have been received. We are ready for the final push from the administrative side, to make a bid award; approve a budget amendment; make a financing award; and approve the bond order that is necessary. The items have been pre-coordinated with the Local Government Commission (LGC) and are set forth for consideration tonight. The intent is to prepare the final documents for the October 4<sup>th</sup> LGC meeting, with final closing with PNC Bank on the 12<sup>th</sup>. The final action on the four items are the last hurdles the Board must make before the final package can be considered by the LGC. The four items include the award of the bid to Weeks Marine in the amount of \$14,551,110 as recommended by the project engineer. The award will provide for construction of the full project, less about 40,000 cubic yards. Town Manager Hewett stated he understands that is well within the design tolerance of the bid package. The budget amendment is for \$477,960. It will take the full amount borrowed to \$12 million dollars, with a rate of 2.18% for ten years. We anticipated the rate would be at 3.25%. This is a life cycle savings of \$327,000. The bond order is the master document and provides the administrative infrastructure

for the deal. The last item to be approved is the bond issuance resolution. It authorizes/ accepts the private sale of the bond to PNC at 2.18% for a ten year term.

Commissioner Freer asked if this includes the attorney fees. Town Manager Hewett responded that the total program is \$15 million. The construction costs are \$14,551,110. Commissioner Freer asked about the positive impact of the \$327,000. Town Manager Hewett explained that is over the life cycle of the project. Commissioner Freer inquired what the current budget impact is. Town Manager Hewett said the anticipated debt service payment would be lowered by about \$60,000. He stated he is not recommending cutting that out because there are still unknowns in the project, specifically with the easements. He said if there are additional savings during the project, he would recommend to reallocate funds within the project if the opportunity presents itself to put more sand on the beach. Mayor Pro Tem Royal asked about the \$447,960. Town Manager Hewett said that is FEMA funding. He said when we set the budget up, that was subtracted from the \$12 million and we only anticipated \$11.5 million as bond funding. Borrowing \$12 million at 2.18% saves the Town \$327,000, over borrowing \$11.5 million at 3.25%. Mayor Pro Tem Royal said so it is a net increase of \$110,000 roughly. Town Manager Hewett confirmed yes. Mayor Pro Tem Royal said they received another bid, but he understands it wasn't a qualified bid because the source of sand was not in the permit for the project. Town Manager Hewett said it didn't rise to the criteria contained in the bid proposal. Mayor Pro Tem Royal asked if we have experience with Weeks Marine. Town Manager Hewett said the Town doesn't, but the Corps uses them quite frequently. They will be dredging the outer bar of the Cape Fear River and will be finishing up the second week of November. That probably is the reason we are saving on mobilization.

*Motion by Mayor Pro Tem Royal that contingent and subject to LGC final approval – approve bid award, budget amendment, bond order and bond issuance resolution per items 1 – 4 above (Town Manager Hewett's memo); second by Commissioner Isenhour; approved by unanimous vote.*

## **TOWN MANAGER'S REPORT**

- Learned today that ATMC is going to install optical fiber on the island. They approved a five year capital plan. Will install it in two installments in the off season in years three and four.
- Request for Qualifications for the sewer lift station engineering services is out on the streets. They are due back by October 3<sup>rd</sup>.
- The water tower will be repainted this winter. Will be a gigantic curtain over the top of it. All cell equipment has to be removed and the poles co-located next to the tower so it can be painted. There is not supposed to be an interruption in cell service.
- The Boating Infrastructure Grant and the Municipal Service Grant for Bridgeview Park have been closed out. The shade sails have been installed. The other elements will be installed sometime this winter.
- Received reimbursements for our Sand Dollar bulkhead thanks to the Brunswick County Water & Soil Department.
- No new information on the new flood maps.
- There was discussion last month on the need for numbers on the ocean side. We looked around and noticed public accesses weren't numbered and they were not in the GIS system. Thinks we fixed that. When we get that back from GIS, we will make sure the Town addresses are visible.
- The Corps has awarded a contract for shallow draft inlets. Details will be forthcoming. Will attend a pre-construction meeting with the Corps Friday.
- Tide Dye participation is up almost 40%. It continues to grow. We had 2,700 people participate this summer.

- International Coastal Cleanup - members from the Shallotte River Power Squadron and Seascope, plus a couple of Holden Beach families assisted in cleaning up the beach. The number one form of litter continues to be cigarettes.
- Run HB had over 1,000 runners. Provided statistics on the runners.

#### **MAYOR'S COMMENTS**

- Chief Layne and Town Manager Hewett did a great job with their reports. Has nothing to add.

#### **BOARD OF COMMISSIONERS' COMMENTS**

Mayor Pro Tem Royal

- No comment.

Commissioner Freer

- No comment.

Commissioner Isenhour

- Thanked Town employees for all of their hard work this summer. A lot of people came here for an incredible vacation. Employees handled it incredibly and made the Town look wonderful.

Commissioner Kyser

- Over the past few years, our Parks & Recreation Department has had an increasing positive effect on the Town. Shoreline Protection and Recreation Manager Ferguson does a great job. She and the Parks & Recreation Advisory Board support each other. Thanked them all very much. Makes the Town look a lot better.

#### **PUBLIC COMMENTS ON GENERAL ITEMS**

Skip Klapheke suggested the Town look at a future plan for recycling. He provided suggestions on how to encourage more participation in the recycling program.

#### **ADJOURNMENT**

*Motion by Commissioner Kyser to adjourn at 8:03 p.m.; second by Mayor Pro Tem Royal; approved by unanimous vote.*

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J. Alan Holden, Mayor

ATTEST:

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Heather Finnell, Town Clerk