



**TOWN OF HOLDEN BEACH  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
TUESDAY, JULY 10, 2018- 7:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, July 10, 2018 at 7:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Commissioners Pat Kwiatkowski, Joe Butler, John Fletcher and Peter Freer; Town Manager David W. Hewett; Town Clerk Heather Finnell; Police Chief Wally Layne; Planning Director Tim Evans; Public Works Director Chris Clemmons. Mayor Pro Tem Mike Sullivan was unable to attend the meeting.

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 approve the agenda as presented; second by Commissioner Butler; approved by unanimous vote.*

**APPROVAL OF MINUTES**

*Motion by Commissioner Butler to approve the minutes (Minutes of the Special Meeting/ Public Hearing of June 13, 2018, Special Meeting of June 19, 2018 and Regular Meeting/ Public Hearing of June 19, 2018); second by Commissioner Fletcher; approved by unanimous vote.*

**PUBLIC COMMENTS ON AGENDA ITEMS**

Ken Holland said he and his wife love the family atmosphere at Holden Beach. They sit on the porch daily and see cars go through the stop sign at Halstead Street and cars speeding down Carolina Avenue. They are afraid there will be a terrible accident there one day. In an effort to make that corner safer they have put out signs that say slow children at play. They cut all the hedges on one side of the driveway so children can see cars coming down the road. Mr. Holland said it helps, but there are still problems. They would like to see a four way stop situation at Halstead and Carolina. It won't solve the problem of people not stopping, but it may help prevent an accident. They appreciate the efforts from the Police Department, but they cannot be there all of the time.

Bob Bayless explained he has over 40 years in law enforcement. One of his concerns is people going through the stop sign or speeding down Carolina. He understands that putting a stop sign in doesn't necessarily change people. He said they need to change behavior. He thinks a four way stop will help the situation. Mr. Bayless said we can't afford to have officers keeping track of just one intersection. He stated it is important to address the issue. He said there is a view of perspective that the DOT uses to gauge how high signage should be. He said some of our signs are low. If we do put up signage, he thinks we need to make sure the signs are compliant to the law. He said there may be other alternatives too.

### **CORPS STATUS UPDATE: BRUNSWICK COUNTY BEACHES GRR STUDY**

Assistant Town Manager Ferguson said the Corps is not here today. They will keep trying to get someone to give us a presentation.

### **ANNUAL UPDATE/ FIRE FEES UPDATE – FIRE CHIEF DOUG TODD**

Chief Todd explained the areas their different stations cover. The one on the island is Station 2. He reviewed the call breakdown. There were 217 calls for Station 2. They had 1,322 total calls in 2017. Currently they are about 35 calls ahead from this time last year. Staff includes 13 full-time employees, 13 part-time and 18 volunteers.

Chief Todd explained they asked for a little increase in fire fees, about 15%. They are going to staff Station 3 fulltime. They are also looking at changing their work schedule. He explained they are in the process of renegotiating the contract with the county. The island station is staffed 7 a.m. - 7 p.m. with two personnel from Memorial Day to Labor Day. He wants to meet with Town Manager Hewett to look at long range planning.

### **DAVID HUTNIK, GUEST SPEAKER – DISCUSSION AND POSSIBLE ACTION TO ALLOW VENDORS AND ONE FREE BEER USING TICKET AT RUN HOLDEN BEACH ON 9/15/18**

David Hutnik said his business puts on fun, family friendly events. They are asking for permission to allow vendors to sell items at the race and to have a beer garden. They will secure all of the permits. They don't sell the beer, runners are provided with a ticket for. It is contained in a specific area. They have 1,200 people registered and are expecting 1,500. This is their 5th year at Holden Beach. Right now Holden Beach is the only town that doesn't allow beer and vending. They make donations to a lot of different non-profits. The Turtle Patrol is the main one here.

Commissioner Freer asked if there are any issues about permits. Town Manager Hewett responded that the burden in acquiring permits is on them. He does think the Town needs to institute protocols. We are seeing lots of these requests. He thinks it should be handled with a policy that provides perimeters and is executed by staff. Mr. Hutnik stated that the beer garden would be managed by a volunteer or staff member, as well as roped off. They coordinate with the Police and obtain the ABC permits. He thinks there will probably be five to ten vendors and explained where they would be set up.

Commissioner Freer stated he sees no problem with this. He thinks Town Manager Hewett's idea is a good one for the future. Town Manager Hewett said Planning Director Evans will need to approve a site plan. Planning Director Evans said it will also need to be coordinated with the Fire Department.

*Motion by Commissioner Freer to okay the ask of allowing vendors and one free beer ticket at Run Holden Beach on September 15<sup>th</sup>; second by Commissioner Fletcher.*

Chief Layne said the Police Department doesn't have a problem with the request.

*The motion was approved by unanimous vote.*

## **DISCUSSION AND POSSIBLE ACTION – CONSTRUCTION MANAGEMENT SERVICES OF THE VACUUM SEWER SYSTEM #4 UPGRADE STATUS REPORT**

Public Works Director Clemmons said the financials haven't changed since the last meeting. The pre-construction meeting was held on June 28th. The contractor was given notice to proceed. He explained the information on the slide is incorrect, there has been an update. Mobilization is now scheduled for the week of July 23<sup>rd</sup> according to Leo Green, which is about a week earlier. He has concerns about the time it will take to get materials. It will be 8 – 10 weeks for steel products. He believes they will shuffle things around and work on other things while waiting. If we have a delay in materials it could delay the whole project. The Air Vac equipment is scheduled to be delivered mid-October. We will come to a point that if we don't have the equipment will be at a standstill. Public Work Director Clemmons explained we will also be in the middle of storm season. Commissioner Butler asked how often he checks on the equipment availability. Public Works Director Clemmons responded that Leo Green ordered the Air Vac equipment and TA Loving placed the steel order. Commissioner Freer asked if there are any mitigation plans for the concerns. Public Works Director Clemmons replied no, he doesn't know any way around the issues. Town Manager Hewett said the contractor voiced these concerns. We issued the notice to proceed on July 9<sup>th</sup>, with 180 days of construction time. We will have an updated timeline for deliverables soon.

Public Works Director Clemmons said he thinks people are under the impression that if we do the upgrades, we will have the ability to keep the sewer system running during a storm. That isn't true. The intent of the project was to give us the ability to have equipment to come back to if there is a storm. If people stay during a mandatory evacuation, you will be doing it without sewer. If they tried to run the equipment during a storm, it could jeopardize our ability to come back after. It is a condition of our operating permit and he can't have staff manning a station during an evacuation. Town Manager Hewett said to clarify his statement on the notice to proceed, Public Works Director Clemmons commented on them mobilizing; the structural foundation steel is what we are waiting on. They will do some things up top in the interim while they are waiting for the foundation steel. Commissioner Fletcher asked if these are the same lead times as in the beginning of the project. Public Works Director Clemmons replied yes, some of them have been shuffled around. He would love to be able to stick to the schedule, but the most important thing to him is that we have a quality project that gives us what we need when the project is completed.

## **POLICE REPORT – CHIEF WALLY LAYNE**

- Survived another 4th of July. The main issues were parking and fireworks. We collected some fireworks and some beach equipment. Very busy with calls, fortunately nothing serious.
- 94 parking tickets were issued, 27 warnings were issued. The warnings were issued because those people happened to be at their car before the officer put in the paperwork. Majority of the tickets were of the \$75 variety, eight were \$250. These were the numbers as of yesterday.
- Detective Jeremy Dixon has finished his second day at the FBI academy in Quantico. Represents the smallest department in the academy.
- Already had some tropical activity. Chris just headed north as a hurricane. It stayed offshore while in the neighborhood. Beryl dissipated over land. They are thinking it will reemerge over the open waters in the Atlantic. It could strengthen and they are showing a path similar to Chris. Make sure you have your plans in place. You will not have sewer for a mandatory evacuation, please plan on evacuating.

Commissioner Kwiatkowski asked how many citations were issued for golf carts. Chief Layne responded that a golf cart is the same as a vehicle so it would be included in the 94 tickets issued. For three days in a row tickets were issued to a certain area. They don't have a separate category for golf carts. Commissioner Fletcher asked if there is an issue giving citations in the right-of-way in front of people's houses. Chief Layne replied yes and they sent letters. Commissioner Fletcher asked on what grounds were they given. Chief Layne said they can't be there overnight per ordinance.

## **DISCUSSION AND CONSIDERATION ON PETITION FOR FOUR WAY STOP FOR CAROLINA AVENUE**

Chief Layne explained this originally came up one other time five years ago. At the time it was a different Board and no action was taken. A group of homeowners submitted a petition requesting that stop signs be installed on Carolina Avenue at the intersection of Halstead Street and Carolina Avenue. They are concerned with individuals speeding down Carolina Avenue and running the stop signs on Halstead Street. If the Board desires to move forward with the request an ordinance amendment would need to be prepared. Commissioner Freer said what catches his eye is people running an existing stop sign already. Chief Layne said they watch it every chance they get. This is the busy season and they can't spend too much time in one particular area. He said the Town could put signs up to make people happy, but he is not sure it will help. There are no other four way stop signs on the island. Commissioner Freer said he understands their pain where he lives.

Commissioner Fletcher asked if we borrow the speed zone trailer. Chief Layne said it is ours, it is the trailer warning visitors what they shouldn't do on the beach. We only have one. Commissioner Fletcher asked if we investigated attaching a camera to that. Chief Layne replied we could, you could also put one on a light pole. Commissioner Freer asked if he had any other suggestions because if we do it, he sees a lot of people asking for stop signs. Commissioner Kwiatkowski asked if we ever considered cameras to catch people and sending a ticket in the mail. Town Manager Hewett said he believes that takes special enabling legislation. Commissioner Butler said it is a known fact that people run stop signs. He talked about a situation where someone ran a stop sign while he was driving Memorial Day weekend. He said it is a problem. Commissioner Fletcher said the cameras work. He talked about his experience in France. Chief Layne said

he will continue to have people there as often as he can. Commissioner Kwiatkowski asked if raising the sign to the standard height could be helpful. Public Works Director Clemmons said his department could look at it. Commissioner Freer thinks this shouldn't be closed out; we should look at other options before we add a stop sign.

#### **DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION 18-07, RESOLUTION ADOPTING RULES OF PROCEDURE FOR THE BOARD OF COMMISSIONERS**

Commissioner Kwiatkowski stated everyone has the Suggested Rules of Procedure in front of them. They have had them for over a month. There were no comments received. If nobody has objection, she thinks the resolution to adopt the rules should be adopted by the Board.

*Motion by Commissioner Kwiatkowski to adopt Resolution 18-07, remembering at any point in time we can amend this document if we find there are some things that aren't working the way we would like them to work; second by Commissioner Freer; approved by unanimous vote.*

#### **DISCUSSION AND POSSIBLE ACTION ON AGREEMENT BETWEEN THE TOWN AND THE CAPE FEAR COUNCIL OF GOVERNMENTS FOR CAMA LAND USE PLAN UPDATE**

Planning Director Evans stated the contract has been presented to us to help us update the CAMA Land Use Plan. He has worked with them before. It falls within the Town's time and budget perimeters. They have the experience to help us with this. We are calling this an update, but when they get done it will be a completely new plan. Planning Director Evans confirmed that it is not to exceed \$30,000 over two years. There is \$20,000 under Professional Services to cover this year's portion. There is a lot of interaction that will take place. Planning Director Evans talked about the process. The Council of Governments is doing this. They will be working with staff. Town Manager Hewett said they will probably assemble a team over the course of two years. Commissioner Kwiatkowski asked who would be on the steering committee. Planning Director Evans replied it will be what the Town decides.

*Motion by Commissioner Freer to approve the contract; second by Commissioner Fletcher.*

Planning Director Evans confirmed Attorney Fox has seen the contract. He explained this used to be looked at every five years, but it isn't required anymore.

*The motion passed by unanimous vote.*

#### **DISCUSSION AND POSSIBLE ACTION ON ENGAGEMENT LETTER BETWEEN THE TOWN AND RSM US LLP FOR COMPLETION OF INTERNAL CONTROL REVIEW**

Town Manager Hewett said this is for the internal control audit from RSM as requested by the Board. This is for the approval on the letter of engagement. Per our attorney, he thinks the requirement is for the approval of the agreement, subject to Local Government Commission (LGC) approval. It will require an associated budget amendment in the amount of \$20,000 (item 15a on the agenda).

*Motion by Commissioner Freer to approve the request and the budget amendment, subject to approval of the LGC; second by Commissioner Fletcher.*

Commissioner Kwiatkowski asked if under Client Acceptance of Work on the first page of the letter when they are discussing each phase of work if they are going back to the objectives. She asked if they mean the town manager and audit chair when they say it will be reviewed with you. She would like a clearer idea on phases and who it will be reviewed with. Town Manager Hewett said as he understands it, the review will take place at the staff level. As the supervisor in charge, it will be reviewed with the manager. Commissioner Butler asked how the Audit Committee plays into this. Town Manager Hewett explained that the Audit Committee made the recommendation for this group to perform the internal review. Commissioner Butler asked if they receive a copy of the work when it is done. Town Manager Hewett answered that the audit is being performed for the Board; the auditor will ultimately report right to the Board. Commissioner Fletcher added unless the Board decides differently. Commissioner Kwiatkowski asked if Town Manager Hewett understands what each phase of work is. Town Manager Hewett confirmed that the objectives are the phases of work, they will be reviewed with him. The Board will receive a report of findings at the end. Commissioner Kwiatkowski said there is a line that says if you believe the deliverables do not conform, you will notify us in writing within 30 days and they will correct. She inquired if Town Manager Hewett would be making that determination without the commissioners or if it would come to the commissioners. Town Manager Hewett said it would need to come to the commissioners if there was a difference of opinion in the findings.

Commissioner Kwiatkowski said in Fees and Expenses there is a sentence that says if it appears costs accumulated will exceed \$20,000, negotiations of a final billed amount will commence. The Board approved \$20,000. She asked if we are confident it will stay under \$20,000. Town Manager Hewett replied he is not authorized to spend more than \$20,000. Commissioner Kwiatkowski would like to make sure it is clear it will not exceed \$20,000. Commissioner Fletcher said if they need to do more work they need to come back to the Board to get approval. They are not to run up more than a \$20,000 bill, including travel expenses. Commissioner Freer asked if they were committing to the objectives for this amount. Commissioner Fletcher said if they find other things that they think need to be reviewed, it would come back to the Board. He said otherwise, this gets done within the \$20,000.

Commissioner Freer asked if the Board wants the Audit Committee to run this. Commissioner Kwiatkowski stated it was the Board who took the advice to do this. The Board does have the chair of the Audit Committee as a member. She thinks the Board is the appropriate body to get the report. She assumes they will get draft reports. She thinks it is the Board that deals with this, not the Audit Committee. Commissioner Fletcher said the only issue is if the chair is not involved in meetings or discussions, the Board won't hear anything until it's over. Commissioner Butler said that is Commissioner Kwiatkowski's point, the Board wants to know after each phase. Commissioner Fletcher said he would be happy to commit to be at the meetings with Town Manager Hewett. He said Town Manager Hewett needs to run the project and the firm will work with the staff. He can be at the meetings and keep the Board apprised. Commissioner Freer said he is okay with that. Commissioner Butler said he is okay with that, but still supports Commissioner Kwiatkowski's position that he would like reports for each phase, instead of one report. Commissioner Fletcher said he could do that, he said he can report after each phase. The Board agreed that would work. Town Manager Hewett stated he hasn't done one of these before. He doesn't know what to expect to come out of it. We are assuming it will be done in phases, but they may get here

and decide they can work on a couple of phases at a time. Commissioner Kwiatkowski said she is ready to proceed as long as they are clear that the \$20,000 won't be exceeded unless the scope changes. Commissioner Fletcher said he worked with these guys before and it won't happen. He said he thinks the Board should approve the motion as it is, they have just come to the understanding that the Audit chair will report back to Board. Town Manager Hewett stated he wanted to be clear that the interface happens between the town manager and the firm. Commissioner Kwiatkowski confirmed yes and other people won't be going back and forth. The firm will be contacting him and the staff.

Commissioner Kwiatkowski asked if there would be a contract. Town Manager Hewett explained the approval of the engagement letter is it.

*The motion passed by unanimous vote.*

### **DISCUSSION AND POSSIBLE APPROVAL OF AUDIT CONTRACT FOR FISCAL YEAR 2017 – 2018 BETWEEN THE TOWN AND RIVES AND ASSOCIATES, LLP**

Town Manager Hewett said this is the normal standard annual audit contract between the Town and Rives and Associates. The money is in the budget and doesn't require a budget amendment. This standard annual audit does have a requirement for the LGC. The Board selected the firm at the last Board meeting, but it still requires approval on the contract. It is a standard LGC contract with money in the budget to execute it. The amount is \$12,784.

*Motion by Commissioner Freer to approve the audit contract for fiscal year 2017/ 2018 between the Town and Rives and Associates subject to LGC approval, second by Commissioner Fletcher.*

Commissioner Freer said he noticed it is to the Board of Commissioners. Town Manager Hewett confirmed that was right.

*The motion passed by unanimous vote.*

### **DISCUSSION AND POSSIBLE SCHEDULING OF A DATE TO HOLD A PUBLIC HEARING REGARDING FIRM ADOPTION AND AMENDMENTS TO FLOOD DAMAGE PREVENTION ORDINANCE**

Town Clerk Finnell stated that per Attorney Fox, the Board needs to schedule an alternative date for the public hearing and to adopt the proposed ordinance. We need to advertise and send notices for the hearing.

*The Board agreed to meet on August 6<sup>th</sup> at 1:00 p.m.*

### **DISCUSSION AND POSSIBLE SCHEDULING OF DATES**

Commissioner Kwiatkowski explained that she believes the Board needs to decide what to do with the recycling program and frequency and various issues with waste. She would like to have a special meeting to discuss and make decisions prior to the end of the year so we can go into next year with programs in place to try and improve the trash situation on the island.

*Commissioner Kwiatkowski asked if the Board could piggyback this meeting on the August 6<sup>th</sup> meeting. The Board agreed.*

Town Manager Hewett asked if a tasker would come out of that meeting and wanted confirmation that there was not a staff deliverable for the meeting. Commissioner Kwiatkowski said she has a document that summarizes where the Board is. She could provide a page of items the Board needs to make decisions on. She said Town Manager Hewett's report has all of the information that the Board needs, they highlighted a few things that need decisions. She said she will get something to Town Clerk Finnell.

Commissioner Kwiatkowski said there have been a lot of discussions on improving the General Fund and putting more money away and getting money into the sand fund. She said the Board can't do that by just working on the budget year by year. They need to have a longer term plan. She thinks the time has come for the Board and Town Manager Hewett to have discussions about looking out three – five years and not just looking at our current state of revenues and expenses. She said we need to have a plan to increase revenues. She stated she was thinking of having a meeting in September, unless a storm comes along. Commissioner Freer added to not only look at the revenue stream but how it affects the different funds. Commissioner Kwiatkowski agreed. Commissioner Butler said the Board can extract information from the minutes. Commissioner Kwiatkowski confirmed it is not just revenues, but expenses also.

*Commissioner Kwiatkowski asked Town Clerk Finnell to collect availability for the week of September 10<sup>th</sup>.*

Mayor Holden suggested discussing recycling and waste at the special meeting and taking action at the next regular meeting. The Board agreed.

#### **CHARGE TO THE INLET AND BEACH PROTECTION BOARD**

Commissioner Kwiatkowski said the Board just set up a new board. She knows they are in the organization process. It seems to her the Board should give more detail to the new board than what is in the ordinance. The ordinance is a broad document. Commissioner Freer said he would like to do it sooner rather than later. He is okay with refining it. Commissioner Butler read from the ordinance and said he thinks to get things on track it is important to have a meeting to elect their chair and vice chair.

Town Clerk Finnell will solicit availability for the next two weeks.

#### **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 18-08, RESOLUTION AMENDING FUND BALANCE POLICY**

Town Manager Hewett stated that in looking ahead at meeting the \$10 million target for the Beach Capital Reserve Fund it dawned on him that the County is holding onto almost \$1.5 million. It appeared that is an easy takedown. Our interlocal agreement requires the County to return the delta of what the subsequent year's obligation is. As the principal and interest payment comes down, they need to return the difference to us. It seemed like an easy way to program that money into the fund. Commissioner Freer said he agrees. He thinks the Board will be addressing other parts of that in the upcoming special meeting.

*Motion by Commissioner Fletcher to approve Resolution 18-08, Resolution Amending Fund Balance Policy; second by Commissioner Kwiatkowski; approved by unanimous vote.*

## **DISCUSSION AND POSSIBLE NOMINATION OF MEMBERS TO FILL VACANCIES ON TOWN BOARDS**

Town Clerk Finnell said the members of the Planning & Zoning Board and Board of Adjustment are all eligible to serve another term.

*The Board appointed the existing members to another term by acclamation.*

Town Clerk Finnell said Suzannah Tucker is interested in serving on the Parks & Recreation Advisory Board.

*The Board agreed by consensus to appoint Suzannah Tucker to the vacant seat on the Parks & Recreation Advisory Board.*

## **DISCUSSION AND POSSIBLE ACTION ON REQUEST FROM THE BOARD OF ADJUSTMENT**

Town Clerk Finnell said the Board of Adjustment (BOA) is requesting an amendment to the Town's Code of Ordinances. They would like the Board to consider amending Section 157.060, Residential Districts, to allow the building inspector to handle requests relating to cargo lifts via the permitting process. Larry Blume, Vice Chairman of the BOA, said they want the Board to consider adding lifts to the ordinance. They feel like lifts should go through the permitting process. Planning Director Evans explained it would be changing the language, it would be an exception to the setbacks. Mr. Blume said they already heard a couple of cases this year and he is sure there will be more. Planning Director Evans said it is an added expense and unnecessary delay. Commissioner Butler asked if lifts are standard. Planning Director Evans replied he would standardize them. He recommended it go to the Planning & Zoning Board.

*The Board agreed to send the request to the Planning & Zoning Board for their review.*

## **TOWN MANAGER'S REPORT**

- The Inlet and Beach Protection Board had their first meeting last Monday. Attorney Fox provided information on the Open Meetings Law, Public Records and Ethics. There will be a follow on training for all Town boards and committees on August 10<sup>th</sup>.
- Annual beach monitoring surveys have been accomplished and turned over to the coastal consulting engineer so he can compile them and get a report prepared for your consideration. Looking at September/ October timeframe. It is a very important document. Most of the time when a hurricane hits we have current information ready to go to FEMA for reimbursement requests.
- Beach Rangers- matriculated to the second shift as planned. It is an overlapping shift until we get our second gator. The big gator we had died and the repair cost is prohibitive. We needed to retool with a couple of smaller units in order to meet our mission. Still getting reports of dogs on the beach.
- Parking Update – we received a hard copy of the map this afternoon. There are still revisions and updates we need to make before we publish it. That is in addition to the one on the Town app. Directional signs are installed at the foot of the bridge, in accordance with the encroachment

agreement we submitted to the DOT. Signs identifying parking lots have not been put up yet. In doing a recon of the beach, it doesn't look like anyone is having a hard time finding the parking lots. Subjectively we think we are seeing more side street parking than before. Curb stops have been installed. Revised ordinances are in place. Our website, blast and Facebook are in place and ongoing, in addition to the digital sign at the foot of the bridge. As Chief Layne mentioned, they are writing a lot more parking citations. Commissioner Kwiatkowski mentioned the sign about not parking on the sidewalk has helped.

- Lockwood Folly Inlet – had a meeting with the County and Oak Island concerning the sand resources in the Lockwood Folly Inlet. The most recent survey shows about 6,000 cubic yards that is to be removed from the inlet throat by the Murden with nearshore placement on the Oak Island side. That will be paid for by the State, the County and Oak Island. The Corps will bid a contract for maintenance dredging of the inlet crossing this winter. Historically that sand has been placed on the Holden Beach side. Oak Island has asked to do a delta bid to see what the difference in cost would be in putting the sand on Oak Island. We have expressed our concerns over that location. Commissioner Freer asked if we are fighting to keep that sand. Town Manager Hewett replied that we believe the least cost method of disposal on Holden Beach is the appropriate way for the sand to be used out of the inlet. It has been the case for about the last 30 years. Commissioner Fletcher asked if we paid extra for more sand last year. Town Manager Hewett said yes, the Corps paid for the mobilization and the base bid. When they ran out of money we paid on a yardage basis.
- Work has begun in earnest on the Canal Dredging Project scheduled for this winter. Will need to use our Scotch Bonnet site as the spoil site. The improvements and construction activities there are anticipated about Labor Day. Will require closing of the Dog Park for the winter time. Submitted our initial request to the Division of Environmental Quality for expenses to date.

Commissioner Butler asked about the County Beaches Project and if we know what the Corps was going to discuss. Assistant Town Manager Ferguson said it started in 1997 for us, 1996 for Oak Island and Caswell. It was looking at a federal project. The study halted because they ran out of money. This was supposed to be an update to give a timeline to see if it is still a viable option.

## **MAYOR'S COMMENTS**

- During the week of the 4<sup>th</sup> to his knowledge there was not a rental property available anywhere on the island from any of the agencies. Thought it was interesting the calmness of the crowd for the number of people here. It was a very unique, different 4<sup>th</sup> of July.
- Dedication of Park Today - good job staff for putting that together. Thanked everyone who went. The park is something we all should be proud of.
- As emergency management director, we will follow a strong procedure of communicating with email blasts keeping people aware of pending dangers and necessary plans that need to be made. Had a couple of calls with nervous property owners when the storm started to head this way. The Town will be communicating. It is the best way, straight forward, direct. Be looking for those. If a storm approaches we will be sending emails keeping you up-to-date.

## **BOARD OF COMMISSIONERS' COMMENTS**

### Commissioner Kwiatkowski

- Mayor Pro Tem Sullivan couldn't be here today because of health issues. We wish him a speedy recovery and hope to see him back at the next meeting.
- Thanked everyone for coming. Your patience on us wading through the issues is appreciated. Hope to see as many as possible at some of the extra meetings we will be having because your input is always appreciated.

### Commissioner Butler

- Thanked Town staff for the updates. Updates are important to him and each and every one of us. Each month they keep getting better.
- Appreciates your interest in the Town and for coming to meetings.
- Great job organizing today's park event. Appreciates it.

### Commissioner Fletcher

- As he sat there today, taking in what is there now from the beginning, Parks and Recreation and staff have done a remarkable job of making Holden Beach something special as you come across the bridge. It kind of defines Holden Beach. We help people across the waterway, that's fine, but we also help our renters and the residents. It looks good and there shouldn't be any issues with it. Parks & Recreation did a great job over the years. We didn't thank Tom Decker today. He passed away, but was very active in the program. Great ceremony. Thanked Mayor Holden and Town Manager Hewett.
- Turtle Patrol - As of today we have our 23<sup>rd</sup> nest. It isn't high, it is mid-range. Also had our 23<sup>rd</sup> false crawl. The good news is what we saw last year from the Central Reach Project, having hard sand, is not so anymore. We have five or six on the east side and some all the way down to the pier. They are climbing the escarpment. Was in Europe until Saturday night. The person who worked for him Saturday morning saw a mom lay her eggs while doing the ATV ride. Getting ready to start collaring the first nest. Could have our first hatch in the next 10 days.

### Commissioner Freer

- Thanked staff and the boards over the years for putting together the park. It was a nice event today. The park is well used and appreciated.
- Former commissioner Sheila Young is moving tomorrow to Delaware. Wished her well. She has been here for 18 years. Commissioner Fletcher said she served the Town well.

## **PUBLIC COMMENTS ON GENERAL ITEMS**

Wade Coleman said he is a property owner, resident and contractor. He said he is the recipient of the new fee schedule that is applied for water and sewer capacity. He wants to see if the Board can take another look at it. He applied for a permit for a seven bedroom house. The cost for the permit is \$29,424.45, plus they will need to add for a pool and elevator. The cost is over \$30,000. The cost 10 days ago was \$10,000. He has three permits he is getting ready to apply for. He said the three permits will total \$40,000 more than the normal fees. Mr. Coleman said he is building a three bedroom home. The cost of the permit was

\$5,800. It has a sitting room on the plans. If it was labeled bedroom, the permit would have been \$13,000. Commissioner Freer provided him information on House Bill 436 and advised him to take a look at it. Mr. Coleman said a way to get the price down is to label rooms other rooms than bedrooms.

Rick Nelson stated he works for Coastal Construction. He said they are impacted as well. In the last week of June they applied for new permits here and in Ocean Isle Beach (OIB). Both were five bedroom homes. The one in OIB was larger. The total fee was \$6,370. The one on Holden Beach was \$7,102. Mr. Nelson said if they applied for the same permit now, the permit fees would be \$20,820. He asked why if this is being state mandated that OIB is not increasing their fees as much as Holden Beach. Town Manager Hewett explained that OIB has a totally capitalized and depreciated system. Ours is relatively young. Mr. Nelson asked if the Board has an option of adjusting the rates. Town Manager Hewett stated the Board adopted the maximum fee possible that accurately captured the cost of those capital assets. Mr. Nelson stated this will impact the Town.

### **EXECUTIVE SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(3) TO CONSIDER THE PERFORMANCE OF AN EMPLOYEE**

Town Clerk Finnell read the reason for Executive Session.

*Motion by Commissioner Fletcher to go into Executive Session at 9:09 p.m.; second by Commissioner Kwiatkowski; approved by unanimous vote.*

### **OPEN SESSION**

*Motion by Commissioner Kwiatkowski to go back into Open Session at 10:16 p.m.; second by Commissioner Fletcher; approved by unanimous vote.*

Mayor Holden announced that no action was taken.

### **ADJOURNMENT**

*Motion by Commissioner Kwiatkowski to adjourn at 10:17 p.m.; second by Commissioner Butler; approved by unanimous vote.*

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J. Alan Holden, Mayor

ATTEST:

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Heather Finnell, Town Clerk