



**TOWN OF HOLDEN BEACH  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
TUESDAY, MAY 19, 2020 – 7:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, May 19, 2020 at 7:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem Gerald Brown; Commissioners Woody Tyner, Brian Murdock, Mike Sullivan and Pat Kwiatkowski; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; and Inspections Director Tim Evans. The meeting was streamed on the Town's Facebook page and opportunity for comments was provided prior to the meeting due to the restrictions in place for COVID-19.

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

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL**

Commissioner Tyner said he and Commissioner Murdock would like to add Executive Session Pursuant to North Carolina General Statute 143-318.11(A)(5), To Establish or Instruct Staff or Agent in the Negotiation of the Price and Terms of a Contract Concerning the Acquisition of Real Property.

*Motion by Commissioner Murdock to add the item; second by Mayor Pro Tem Brown; approved by unanimous vote.*

*Motion by Mayor Pro Tem Brown to approve the amended agenda; second by Commissioner Tyner; approved by unanimous vote.*

**APPROVAL OF MINUTES**

Commissioner Tyner said he has three words that need correction that do not change the content of the minutes. He will get the corrections to the clerk. Commissioner Sullivan has one amendment on page 17, occurred, should be *incurred*.

*Motion by Commissioner Tyner to approve all the minutes as presented (Minutes of the Emergency Meetings of March 23, 2020 at 10:00 a.m. and 4:00 p.m., the Emergency Meeting of April 7, 2020, the Regular Meeting of April 21, 2020 and the Special Meeting of April 23, 2020); second by Mayor Pro Tem Brown. Commissioner Tyner meant as corrected. The motion passed by unanimous vote.*

## **PUBLIC COMMENTS**

Town Clerk Finnell read the comment from Laura Throckmorton concerning the recent fire on Ocean Boulevard (hereby incorporated in the minutes), Mayor Holden said there is something from him in the mail representing the Town and the commissioners. Commissioners Tyner and Murdock said they sent emails to the family.

## **DISCUSSION AND POSSIBLE ACTION ON GENERATOR AT TOWN HALL**

Town Manager Hewett explained that last month the Board directed him to acquire additional information regarding the informal solicitation for the generator replacement. The information is on page 32. He prepared a matrix that outlines the fundamental information by company. The companies that provided information were Western Branch, James River and Gregory Poole. He reviewed the costs and the matrix. Commissioner Murdock said it looks like Western Branch is significantly out of line. He asked if it is \$995 a year for John Deere, so to get to the Gregory Poole amount it would add \$2,000. Town Manager Hewett replied yes. Commissioner Murdock asked if the fuel difference in the John Deere and the Caterpillar is a concern. Town Manager Hewett responded it is the size of the tank, not the consumption. Commissioner Tyner said he noticed no load bank test, fuel polishing or transfer cost listed. He asked if that is included in the price. Town Manager Hewett said the load bank would be separate. We will not need fuel polishing. We will burn that gas out every year. Commissioner Kwiatkowski said on John Deere there was nothing under enclosure other than aluminum. Town Manager Hewett said that is what you get when you get informal specs; unless you write a specific requirement in. Commissioner Kwiatkowski said she assumes MPH is the wind worthiness, so we don't know what it is for John Deere. She added nor do we know the decibel level for James River or Western Branch. Town Manager Hewett said James River is located in Castle Hayne.

Commissioner Kwiatkowski suggested getting more information from James River on the enclosure and then the Board can make a decision at the budget meeting. The decibel level and wind worthiness are important to her. Commissioner Murdock agreed with the decibel level concern. Commissioner Kwiatkowski would also like to see a cost of a load bank test so there is a comparison in every line.

Mayor Pro Tem Brown said they will let Town Manager Hewett get the information. Commissioner Kwiatkowski said the items are wind load, decibel level and the load bank test. Mayor Pro Tem Brown asked if all of the covers are aluminum. Town Manager Hewett replied yes. Mayor Pro Tem Brown suggested checking on stainless; it would be more likely to last longer. Inspections Director Evans said they would all be required to be wind loaded in order to be permitted. Town Manager Hewett inquired if it would be to have all companies quote the stainless-steel enclosure. The Board agreed it is between Gregory Poole and James River.

## **DISCUSSION AND POSSIBLE SCHEDULING OF A DATE TO HOLD A PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2020 – 2021**

The Board agreed to move the budget workshop to 4:00 p.m. on May 28<sup>th</sup>. Staff is proposing to hold the public hearing on June 16<sup>th</sup> at 7:00 p.m. Town Manager Hewett advised the Board that due to COVID-19, there is a requirement that you add 24 hours on to the back of the public hearing date, before the Board adopts it. Town Clerk Finnell said the Board can recess to the 17<sup>th</sup> at 7:00 p.m. or anytime the next day.

Town Manager Hewett added it just needs to be adopted by the end of June. The Board came to a consensus on the dates.

## **TOWN MANAGER'S REPORT**

- Inlet Hazard Areas – Still unknown after we submitted our input. The CRC April meeting is canceled. The June meeting is to be determined. Inspections Director Evans is staying engaged with Ken Richardson and others to make sure we are involved with how that process unfolds.
- Personnel – Officer Roman has resigned. We are about four – six weeks out on that. Will have another vacant position. Filled the one we just had with Brandon Doshier.
- Sewer Lift Station 3 – Columns are poured. Working on the slab. We have the skid for the vacuum pumps on site, ready to dovetail with the construction that is going on up top. There is a progress meeting scheduled for next week to coincide with the anticipated completion of Loving's second floor reinforcing steel placement and the engineer's onsite inspection.
- Brunswick Avenue Paving job is complete.
- Lockwood Folly Inlet Crossing Maintenance Project – sidecaster operations appear to be complete, but the hopper dredge status (Murden) is unknown at this time. Have been attempting to talk with the Corps to discuss least cost method of disposal in the Lockwood Folly Inlet and the 50-Year Plan. Having trouble coordinating schedules. Anticipate getting together with them and Poyner Spruill in early June.
- FEMA COVID-19 – We have completed about \$60,000 of FEMA reimbursement for COVID-19.
- FEMA Dorian – still waiting approval of the FEMA project worksheets. That is for almost \$15 million.
- Central Reach (Florence Michael Project) – the sand search is ongoing. Have the vibracores collected. Working on the archeological survey requirements now. Fran Way from ATM advises us we should be able to submit our permit by late June.
- Special Obligation Bond Legislation – legislation has been technically corrected and we are back to where we were a year ago.
- Annual Beach Monitoring Surveys – Surveys have been completed and shipped over to ATM to do the analysis on it. It takes several months to run those models. Historically the Board sees them in the fall. Tropical Storm Arthur doesn't seem to have caused any major impacts, but there is some scarfing. There is a large slug of sand in the nearshore. Shelling is good.
- Sunday Concerts – Had to push the first two of the season over to July. There are a couple of weeks that will probably have a midweek concert as well as the end of the week concert. Will evaluate all future concerts based on gathering guidelines from the governor.
- Scotch Bonnet – the site continues to dry out. Not sure what the rain the coming week will do. There is a lot of vegetation growing on the berm, which should keep the Division of Water Quality happy.

## **MAYOR'S COMMENTS**

- Had several complaints about the trash on the beach. Was shocked at the amount of people here last week. The contract with the company to pick up trash cans on the strand starts the beginning of the summer and does not run in the offseason. The Town maintenance department picked up all the cans and debris around them Monday morning. Thought it was interesting he received emails through today, but the trash had already been picked up. It was addressed as best as it could be done.

- Altered the emergency status by opening the restrooms. The question is how we are cleaning them. With all of the bad weather we had over the past couple of days, he doesn't think there was a problem. Restrooms will be cleaned on a much more frequent basis, making it ready for the expected crowd this weekend and beyond into the summer.
- Received a lot of comments to open the playground. Would like to hear feedback from the commissioners. Thinks it is interesting to note, we have had some people sitting at the picnic tables at the park, but technically it is closed. Commissioner Kwiatkowski said she thinks we should leave it closed for a bit. She asked if it is social distancing if you get those benches full of people. If it gets full, that would be a problem. Assistant Town Manager Ferguson said she thinks in Phase 1, they encouraged state parks to open, but she doesn't think playgrounds can open until Phase 2.

## **BOARD OF COMMISSIONERS' COMMENTS**

### Mayor Pro Tem Brown

- Stay safe. It was amazing, last weekend we had a really large crowd. We need to keep up with social distancing and really push that. It's good to see the sign saying to maintain social distancing.

### Commissioner Tyner

- The Chapel has put together a committee that will look at how they can reopen it in the near future.
- Have noticed, particularly on his walks, that people are getting a little lax on social distancing. Thinks that is to be expected. Thinks people are fed up with the whole thing. Received a couple of emails thanking the Board for taking an incremental approach. Appreciates Mayor Holden taking on the brunt of the feedback.

### Commissioner Murdock

- Park – if we are going to keep it closed, we need to have a little more enforcement. Everything has been torn down and people are using it.
- Continue to face huge challenges in getting this place open. We have to continue to be reminded of what is out there that we can face at any minute. Let's hope this goes well. Pray everyone stays safe and uses their heads. Take care of yourself. Will get through it. Keep moving forward the best we know how to.

### Commissioner Sullivan

- Reminded people we are in the process of doing the 2020 Census. As of today, 13.5% of the people in Holden Beach have responded. The state number is 56.9%. It is important that everyone responds to the census. Money and other things get appropriated by the number of people you have. Even though we are a small community he asks that everyone take the time to do it. It takes about three minutes to do it. You can go to [My2020census.gov](https://My2020census.gov) and it is very simple.

### Commissioner Kwiatkowski

- Thinks we need to get the word out to visitors that the trash is supposed to be in bags. We should remind them that it is supposed to be in bins and not on the side. There were lots of people, with lots of trash. It was pretty ugly looking. Encouraged the Town to get the message to rental management companies to remind visitors on how they are supposed to pack up trash.

**EXECUTIVE SESSION PURSUANT TO N.C.G.S 143-318.11(A)(6) TO DISCUSS QUALIFICATIONS, COMPETENCE, PERFORMANCE OF A PUBLIC OFFICER OR EMPLOYEE AND N.C.G.S 143-318.11(A)(5) TO ESTABLISH OR INSTRUCT STAFF OR AGENT CONCERNING THE NEGOTIATION OF THE PRICE OR TERMS OF A CONTRACT CONCERNING THE ACQUISITION OF REAL PROPERTY**

Commissioner Tyner read the reasons to go into Executive Session.

*Motion by Commissioner Tyner to go into Executive Session at 7:36 p.m.; second by Commissioner Murdock; approved by unanimous vote.*

**OPEN SESSION**

The Board came out of Executive Session at 8:48 p.m. No action was taken in Executive Session.

**ADJOURNMENT**

*Motion by Mayor Pro Tem Brown to adjourn at 8:48 p.m.; second by Commissioner Murdock; approved by unanimous vote.*

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J. Alan Holden, Mayor

ATTEST:

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Heather Finnell, Town Clerk