



**SURF CITY TOWN COUNCIL REGULAR
MEETING MINUTES
Tuesday, April 6, 2021
Surf City Welcome Center – 102 N. Shore Drive
Stream Live: www.youtube.com/townofsurfcity
4:30 PM**

Council Members Present:

Douglas C. Medlin, Mayor
William J. (Budy) Fowler, Mayor Pro -Tem
Donald Helms
Teresa Batts
Jeremy Shugarts
Dwight Torres

- I. CALL TO ORDER - Douglas C. Medlin, Mayor
- II. INVOCATION - William J. (Buddy) Fowler, Mayor Pro-Tem
- III. PLEDGE OF ALLEGIANCE - Donald R. Helms
- IV. INTRODUCTION – Sea Turtle Hospital Director, Kathy Zagzebski
- V. BEAUTIFICATION & APPEARANCE COMMITTEE AWARDS -

Home of the Month: David & Kimberly Hutcheson at 110 Diamond Point Ct.
Business of the Month: Loggerhead Inn at 622 N. New River Dr.

VI. MAYOR'S REMARKS -

We ask that all in attendance please set your cell phones to silent or vibrate mode. The Council offers the public an opportunity to speak during the meeting. Comments should be limited to three minutes each and must be directly issue oriented with agenda items for this meeting, or an issue upon which the Council has control.

Citizen speakers will be acknowledged in the order in which they sign up to speak and will address all comments to the Board as a whole and not one individual Council member. Speakers will address the Council from the speaker's podium at the front of the room and will begin their remarks by stating their name and address. Discussions between Speakers and members of the audience will not be allowed.

Public comment is not intended to require the Council to answer any impromptu questions. Speakers are expected to be civil in their language and presentation. Any comments where the primary purpose is to promote business or candidacy shall not be allowed.

In accordance with the Council's adopted Rules of Procedures, Councilmembers shall reserve responses, if any, for the Council Forum on the agenda.

VII. ADOPTION OF THE AGENDA -

Mr. Helms made a motion to adopt the agenda. Mr. Torres seconded the motion and it was carried.

VIII. APPROVAL OF THE CONSENT AGENDA -

**Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Council.*

1. Meeting Minutes - March 2nd & 19th, 2021
2. Final Plat Approval – The Terraces Phase I
3. Audit Contract
4. Ordinance Amendments – Chp. 6 Emergency Management, Chp. 11 Nuisances, Chp. 14 Police, & Chp. 16 Streets and Sidewalks
5. Resolution No. 2021-09 Intent to Close Right-of-Way 2100 Block N. Shore Dr.
6. Lease Agreement Authorization

Mr. Helms made a motion to approve the consent agenda as presented. Mr. Fowler seconded the motion, and it was recorded.

- IX. PUBLIC COMMENT - Citizens have an opportunity to address the Council for no more than three minutes per speaker on topics which concern agenda items of this meeting.

Kaye Daughtry 205 Triton Lane voiced her disappointments for not receiving more than two free parking passes.

Ms. Micki Tucker S. Shore Drive spoke on working together and being a family beach. She stated she is having to monitor beach goers as they go between houses to access the beach. She also spoke on code enforcement and that they took her signs and put them in the trash.

Joe Lyons 411 S. Shore Drive introduced himself to the board and stated he is in the process of investing in the vacant lot beside the Trading Company. The idea is to build a restaurant on the ICW.

- X. PUBLIC HEARING –

7. Advanced Metering Infrastructure

Public Hearing

Mayor Statement

Open Public Hearing 4:53pm

No Public Comment

Close Public Hearing 4:55pm

Mr. Fowler made a motion to accept the approval of the resolution no. 2021-10 for the installment financing contract. Mr. Helms seconded the motion and it was approved.

- XI. OLD BUSINESS –

8. Contract Agreement Two New Fire Trucks

Mr. Wilson gave a presentation on the new proposed fire trucks. After further review they decided Atlantic Coast Fire Trucks, LLC was the best fit for their request.

Mr. Edes, Town Attorney requested an initial review of the contract before it is executed.

Mr. Helms made a motion to approve the contract with Atlantic Coast Fire Trucks, LLC after attorney review. Mr. Torres seconded the motion and it was carried.

9. BOA – Capital Outlay Vehicle

Mr. Helms made a motion to approve the budget amendment for the purchase of two fire trucks. Mr. Fowler seconded the motion and it was carried.

XII. MANAGER'S REPORT -

- **Beach Nourishment** – Federal Project
 - The Project Development Team met on March 17th. Some of the outcomes of that meeting are:
 - The real estate policy waiver was denied through headquarters. This essentially means the administrative work and funds expended will not be reimbursable. We had estimated this cost to be around \$50,000.
 - The PPA checklist revision is complete, it is going through the Division and should be here in about 2 weeks.
 - We have been working with the Corp on parking and access requirements, seeking additional capacity to meet our peak demand parking threshold of 785 spaces.
 - There's a delay in the Environmental Assessment as there were significant comments on the informal draft EA from BOEM.
 - Updated acquisition approach is to proceed with a smaller contract 1 in Surf City utilizing the existing window between Dec 1 and March 31
 - Dave and I will be working with Pam (project manager) on financing/lump sum payment.
- **New Town Hall** – The final walkthrough with the Contractor occurred this afternoon. The BDA testing, relating to the radio communications has passed and a certificate of occupancy will be issued. This is a key milestone towards finishing up the project and welcoming the public inside.
 - There are a few items that will and are being addressed:
 - Modification of the Council dais to accommodate council, the manager, clerk, and the attorney
 - Fence installation around the base of the tower
 - Appliance installation
 - Minor punch list items
 - For the move-in, community development is fully moved, the clerk and manager have moved, and finance will be moved in by the end of the week. PD will be looking to start their move
- **Old Town Hall/Ward Building**
 - Demolition is nearing completion and the sites will be restored with gravel. Once this is completed staff will look to reconfigure the areas to maximize parking availability.
- **Paid Parking**
 - As you know we began paid parking on April 1st. There has been a large effort on behalf of all staff to not only do the physical lifting on preparing the parking

areas, etc. but also the administrative side of the project answering phone calls, preparing financials, etc.

- To date, the following are the reported revenues:
 - Season Pass Sales - \$46,725.00
 - Citizen Additional Pass Sales - \$4,400.00
 - Daily Parking - \$8,643.00
 - Total
- Areas identified for additional work include
 - S. Shore lots: waiting on NCDOT to issue a driveway permit
 - Fencing and landscaping installation
 - Town Hall site and Old Ward Building site
 - Minor areas to be added along existing ROW
- Concerns over citizen passes
- **Virtual Magistrate**
 - Staff has been meeting with Judge Corpening, the Sheriff, and Clerk of Court to set up the virtual magistrate for low end offenses. As this moves forward towards implementation I'll keep Council abreast, this project has the ability to reduce our exposure and liability transporting individuals back and forth to Burgaw.
- **School Resource Officer**
 - We've seemingly worked out a preliminary agreement with Pender County to seek 75% of the salary and benefits of the SRO position, keeping that within the Surf City Police Department. We'll be updating MOU's with the Board of Education and Pender County to solidify the agreement and will have this in place for the next school year to keep a Surf City officer at the Surf City School.
- **Town Ordinance Update**
 - The next round of reviews will take place on tomorrow, February 3rd. Staff will be working on finishing chapters 9 and 17 and to finish 5.
- **S. Shore Flooding**
 - NCDOT continues to work on the chamber replacements along S. Shore. We received positive news late yesterday afternoon that NCDOT remains committed to seeking a long-term solution to this issue and will release additional funding, expanding the contract between the Town and WK Dickson, the private engineering firm doing the study.
- **Roland Ave. Enhancement Project**
 - Plans have been finalized, NCDOT anticipates letting a contract in October and work beginning directly after the New Year.
- **Budget**
 - The Finance director and I continue to meet to discuss the budget, it is our hope to have
to Council a Manager's Recommended Budget by your April work session.

Mr. Chad Merritt, Parks & Recreation Director, he provided information of the Tourism Sub-Committee and it's members. He stated the sub-committee is adding two additional new members. He stated Audrey Goyer would be reporting from the sub-committee to the Parks & Recreation Advisory committee.

XIII. COUNCIL FORUM -

Mr. Shugarts discussed his pleasure with the new gravel and parking bumpers. He stated the town is working with code enforcement to educate as well as enforce. He stated he has been impressed with department heads and their efforts to keep cost down.

Mr. Helms hoped everyone had a wonderful Easter. He stated parking is going good overall.

Mrs. Batts asked that everyone please keep Mr. Dick Peters family in their prayers as he passed away. She asked everyone to keep Mrs. Beasley in their thoughts as she transitions into retirement. She also stated her joy for the new hurricane pass stickers.

Mr. Fowler thanked staff for their hard work in participating in getting paid parking moving along. He too thanked the board for their efforts as the town has moved forward in 2021.

Mr. Torres stated he agreed with everything Mr. Fowler has stated. He briefly spoke on the improvement and the continuous improvement that is to come.

Mayor stated the whole crew has done a fantastic job. The town is looking better all the time. He spoke on the amount of people that are already visiting and how busy the island is.

XIV. TOWN ATTORNEY REPORTS -

Mr. Edes, Town Attorney discussed the new stimulus Care Act that is amid to be provided to states and local governments. He stated that Surf City could potentially see up to \$700,000. He stated water and sewer infrastructure is an item that the funding could be spent on. The NCLM finalized their legislative goals. He gave an update regarding the PPA and the inclusion of a specific statement into the PPA.

XV. ADJOURNMENT -

Mr. Fowler made a motion to adjourn. Mr. Torres seconded the motion, and it was carried.