



TOWN OF SURF CITY

August 20, 2021, WORK SESSION MINUTES

9:00 AM / Friday, August 20, 2021
Surf City Municipal Complex, 214 W. Florence Way
Watch Virtually: www.youtube.com/townofsurfcity

Council Members Present:

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

Call to Order

Douglas C. Medlin, Mayor

Invocation & Pledge

Introductions & Welcome

Approval of Agenda

Mr. Helms made a motion to approve the agenda as presented. Mr. Torres seconded the motion and it was carried.

Town Council Work Plan Items:

1. Pavement Condition Survey Presentation
Volkert Engineering gave a pavement condition presentation.
2. Ordinance Amendment – Section 5.0 Motorized Watercraft Rentals 10 units or less
Planning Director, Amy Kimes gave an overview on motorized watercraft rentals as there has been a rise in rental companies and some discrepancies with the special use permits. The current ordinance allows for watercraft rentals with a special use permits and only in two zoning districts. She requested the board for their opinion to which route they would like to go. The planning board felt it would be best to allow rentals

up to a specific amount and then after that amount it would require a special use permit. The planning board felt ten boats or less would be by right and any number after that would require a special use permit.

There were questions regarding insurance and the special use permit cost.

There was discussion regarding six boat slips requiring fire suppression by the fire code. CAMA is the authority who declares how many boat slips a business can have.

The council came to the consensus to move forward with item three to allow a use by right up to ten boats and any other amount would require a special use permit.

3. Parking Capacity Analysis

Town Manager, Kyle Breuer briefed the board of the RFP for a parking capacity analysis. The town received two proposals and the town chose Rich & Associates because they chose to engage the public and the cost of the study. The bid came in at \$22,1500. The additional data from Pivot will be instrumental in the process. His recommendation was to move forward with Rich & Associates.

The council came to the consensus to move forward with Rich & Associates on the consent agenda for September 7th.

4. Mobile Application Development Services

Town Manager, Kyle Breuer gave an overview of the mobile application RFP the town sent out. He gave a demonstration of the mobile app from another town with the vendor of choice, Rock Solid Technologies. This contract falls below the threshold for council approval per the purchasing policy.

5. Earl G. & Inez Batts Park Update

Parks & Recreation Director, Chad Merritt updated the council on the new park. Phase 1 has appropriated funds for pending grants. Phase 1 includes volleyball, skatepark, disc golf. Today he is requesting Phase 2 development to include 2 multi-use fields.

Mr. Fowler requested that the council move forward with placing this as an item for approval for the September 7th meeting.

The council came to the consensus to move forward with placing this as an item on the September 7th agenda.

6. Pender County Emergency Water Sales & Agreement & Data Transfer Agreement

Town Manager, Kyle Breuer stated this has been in place for sometime with Pender County. There was a minor change with item 6B so that it would not be a sole description of Surf City but both parties. The second item is for both parties to be able to read meters.

Mr. Helms made a motion to approve both contracts. Mr. Fowler seconded the motion and it was carried.

7. Pay Study Proposal & Salary Compensation Study Proposal

Town Manager, Kyle Breuer stated Lydia King, Human Resources Director has been working these proposals. This will be with our local COG and came in under budget.

The council came to the consensus to move this forward as a consent agenda item.

8. Dump Truck & Chipper Financial Obligation Contract & Resolution

Mr. Breuer explained these are contractual terms for the new dump truck and chipper. Staff decided to move forward with purchasing a dump truck that does not require a CDL so more staff can utilize it. This is a five year term on the payments. The total acquisition is less than what was budgeted for.

The council came to the consensus to move forward with placing this on the consent agenda for September 7th.

9. Legislative Items Discussion

- Stormwater
- Tree preservation
- Red Knot Bird

10. Closed Session Pursuant to NCGS 143-318.11(a)(6) Personnel

11. Mr. Helms made a motion to go into closed session pursuant to NCGS 143-318.11(a)(6) Personnel. Mr. Fowler seconded the motion and it was carried.

Mr. Helms made a motion to go back into regular session. Mr. Fowler seconded the motion and it was carried.

No action was taken.

Mr. Helms made a motion to adjourn. Mrs. Batts seconded the motion and it was carried.