Call to Order – Mayor Medlin
Invocation -Councilman Fowler
Pledge- Councilman Helms
Introductions & Welcome – Mayor Medlin spoke of today being his birthday and how thankful and blessed he is for family and his community.
Town Council Work Plan Items:

1. Police BOA – Equipment Grant- Presented by Chief Voorhees. He believed we needed to be a member of a taskforce for internet crimes against children. They put in for a grant for $35,000 for equipment which was granted. That includes 4 high speed computers, a 3-year subscription to the software, and other misc. equipment as well as training for detectives. This is a huge step forward to go after predators. Due to time constraints, they need an answer today.

   **Specific Action Requested:** It is requested that the Town Council approve the Equipment Grant as presented

   **Motion to approve by Mr. Fowler, seconded by Ms. Batts, all in favor, grant approved**

2. Emergency Water Sales Agreement- Presented by Town Manager, Kyle Breuer. The town was approached by a property owner who provides water to their customers via a well they do not own. They have requested that the town enter into an agreement to sell them water. It was brought to the town with a time constraint.

   **Specific Action Requested:** It is requested that the Town Council approve the Water Sales Agreement as presented

   **Motion to approve by Mr. Helms, seconded by Mr. Shugarts, all in favor, motion carried.**

3. Employee Handbook Revision- Mr. Breuer presented the need to adjust the personnel handbook, mostly in response to the recent pay study but also grammatical and legal issues. The first item is the transition to the new salary plan. The second is the performance pay language which can be adjusted every year that council has the final say for those contributions. The second layer is applied toward specific goals on which employee may be eligible for performance pay. Deferred compensation available for employee to put money into a 457 plan. For employees of 5 or more years, there will be longevity pay. There’s legal language throughout the document, grammar corrections, payment for overtime services, adding a form into the appendix, updating of the dress code, health care provider information. Those can change from time to time. New hire training, using the NIMS system and ICS structure. Simplifying the phone stipend language. He gave a broad overview of the handbook but could answer any specific questions. Mayor Medlin asked if there was a consensus to move this item to the June consent agenda. All in favor.

4. Beautification and Enhancement Committee – Mural Project Update- Mr. Breuer gave a brief introduction of 3 members of the committee, Damien Buchanan, Sandi Monroe and Trudy Solomon who will present the project update. Mr. Buchanan is proud to be here to present this to the council for their approval. There has been an emphasis on the island roundabout. They’ve been brainstorming for the last year and getting community input. They believe the area behind the Atlantic food mart and behind the pump station. There is an L shaped wall designed for screening those areas. There’s about 536 sq ft of space that will be painted blue. This is how it is priced. The concept and trend of murals throughout the country is increasing. This has been seen in Carolina Beach with 10
mural. They would have a professional artist complete the mural by the fall of 2022. They got information from the Carolina Beach Mural Project. They also spoke to the New Hanover County Arts Council, Rhonda Bellamy, and Cape Fear Council of Government to learn what the ordinance concerns should be. Last, they spoke about having Ellen Elder of Art Exposure be an intermediary person to work with the artists. The theme they are proposing includes Surf City history, fun day at the beach, Iconic images, Bumblebee towers, Sea Turtles, Natural Coastal or Aquatic Concepts. He then explained the partnership with the intermediary. Th arits will be paid in 3 parts, a $15/sq. ft. Must be completed in 10-20 days and be started in September. Mr. Buchanan discussed the RFP, including the submission deadline of August 1. The artists need to submit 2-3 mockups. Total budget would be approximately $10,540 as a maximum on the project. $1,000 would be spent in FY2021 with artist commission to be spent in the FY 2022. They are expecting it to be completed by September 30th.

Mr. Fowler asked about the $1,000 being spent this year and asked how much they have left in this year’s budget. Per Ms. Monroe, about $8,000 left in the FY2021. Mr. Shugarts explained that the committee’s budget has been $10,000 for the past 5 years and they usually spend about $1,000 per year. The rest has stayed with the town. He said this budget is specifically for enhancing the city. The streets and grounds budget is separate from this. He is happy to see the committee doing what they are meant to do which is to enhance.

Ms. Monroe went into explanation on the roundabout project with the NC DOT. They have also conferred with Mr. Carter of Streets and Grounds to make sure his department can help with upkeep of trees and shrubs.

Mr. Buchanan further explained their budget.

Mr. Medlin said he wasn’t against the mural as he had the idea a few years ago. He wanted to make sure local artists have been considered. Mr. Buchanan explained that per best practices, it would be open to a larger pool but that local artists are welcome to submit.

Mr. Fowler had a question concerning the budget for the town manager. Did they turn the budget in at the beginning of the year? Mr. Breuer said they were normally set at $9,000 but have budgeted $15,000 for the upcoming year, with the understanding that there are multiple layers of approval needed. He expressed that they had discussed in their last meeting that they can get the costs down by doing their own prep work and getting material donations.

Ms. Solomon of the committee said she has spoken to some artists about donating their time and talents. She asked about the feasibility. She believes there will be some artists submitting their work for free. She does not foresee anything being any higher than what they have budgeted.

Mr. Koloski said, “Surf City employees will prime the wall”. He would advise having the artist tell you how the wall needs to be primed. Second, the UV protection. There’s a product that has anti-graffiti protection. Third, did anyone look into NC Arts Council. They have a grant available for murals. Per the contract, there would be 30 prints made for the mural for signing and to be used as a fundraiser. Last, will the murals be to scale so that tourists can use them as backdrops for pictures. Mr. Buchanan addressed those questions and thanked Mr. Koloski for his comments and suggestions.

Ms. Batts said they have excellent ideas and a good presentation. She did notice the
cracks in the wall and wants that addressed. Mr. Carter said he and Mr. Price will make sure that is taken care of. Ms. Batts also asked if the contract has been reviewed by the town attorney. No was the answer. Once the process is approved or any terms changed, it will be sent to the attorney. Mr. Shugarts asked how many options council will have to choose from. He would like to see some options.

Mr. Helms echoed getting the contract to the attorney. Mayor Medlin expressed his appreciation for their work.

Ms. Monroe asked for approval today so they can get started with the process by June 1. Mr. Fowler asked that moving forward, they would like the minutes from the meetings. They have been submitted to the town clerk and are all online. He wants them to be mindful of the budget and he’s fine with it. He made a motion to approve their proposal. It was seconded by Mr. Helms and Mr. Shugarts. All in favor. Mural proposal approved.

5. Unencapsulated Floating Dock Discussion – Mr. Breuer explained that this idea came from the Topsail Island Shoreline Protection Commission. The primary thing they have looked at working with the coastal federation was the polystyrene after Hurricane Florence. These docks break up and you get microplastics in the marshes. This would have a big impact in the future by eliminating the use of this product. Topsail Beach has adopted an ordinance to ban these types of floating docks. This applies to materials being used moving forward. He wants input before bringing it forward as an ordinance. Mr. Medlin clarified that if a dock is replaced, encapsulated material has to be used. There needed to be a consensus to know if we should move forward.

6. 20/21 Audit Financial Performance Indicators- Mr. McCoy, Finance Director presented. He explained what this is and where we stand. One thing that was discussed in the letter was the unassigned fund balance, which he explained. We are trending up, but this is waiting on reimbursements and also in relation to how the police wing of the building was funded. Revenues this year are up and expenditures are down. Mr. Medlin further explained we are in good shape if you look at all the buckets instead of just one. Mr. McCoy said we have a variety of areas to pull from in an emergency.

7. Beach Access Adoption Program Update- Ms. Batts said Ms. Shepard provided information as far as reporting on the beach accesses, as well as minutes from the meeting of May 15, 2021. She believes the group started in Oct. of 2019. Since then, TISPC as well as all three towns have focused in on cleaning the shoreline. We also have the app now where people can report anything that needs to be reported to the town. She is asking that the town take full accountability for the beach accesses. That the signs be removed, and the program be terminated. She spoke to business owners and residences who asked that the signs be returned back to them. The town departments are working together to take full responsibility for the accesses. This would not interfere with the Longboard Association or anyone who wants to continue to clean the beach. Every resident has eyes on the project, including the sea turtle walkers right now. Mr. Shugarts added that Streets and Parks and Recreation was one department which has now been divided. The Beautification and Enhancement Committee is also taking over some of that responsibility. He said it’s not taking away anything but instead having the committee do what it should be. Mr. Helms asked if it would eliminate what Ms. Griffin does. Ms.
Griffin said yes it would.
Andrea Carter came forward to speak. She started the program because there were trash issues that the city couldn’t handle. They came up with the idea of getting small businesses involved to be part of the solution. They had overwhelming response for it.
She said to Ms. Batts that she was not sending in her reports, and she understands if she no longer wants to be a part of it. She named a few people who have said the beaches have never been cleaner. She said they are letting a lot of people down by taking away that right. It’s very disappointing. Some reports weren’t sent in because of Covid and they don’t do it during the off season. They have people that go out and it’s a way to help the city. It is not as was stated before, free advertisement.
Mr. Koloski said he is not suggesting eliminating any sweeps done by the public or the Long Board Association. Ms. Carter interrupted, and Mr. Koloski asked to finish. She interrupted again and Mr. Medlin told her to hold on; he’s (Mr. Koloski) speaking. Mr. Koloski said he walks the beaches and picks up stuff and the Longboard Association, Publix and Beautification does cleaning on their own.
Mr. Shugarts first thanked Ms. Carter for what she has done. There was a solution for the concern and the problem was fixed. In between, a committee now has taken on projects to enhance the city. It’s a perfect time for Mr. Carter to move this into that committee to help with it. “Thank you for what you did but we are onto the next chapter.” Ms. Carter interrupted, and Mayor Medlin said, “He’s speaking”. Mr. Shugarts said he didn’t know why they are heckling him when he’s talking from the heart. Ms. Carter said first of all, this has been a complete volunteer situation. They do continue to walk the beach accesses for everyone including Ms. Batts and her access. During the winter months, they do not have those issues quite as badly. She stated we talk about respect and that would have been getting in touch with them and letting them know rather than just placing it on the agenda. As far as the volunteer situation, Longboard has done a fabulous job. It’s taking away from them. Ms. Griffin asked if the town would take the signs down and return them to the businesses. Mayor Medlin said the town would do that. Mr. Carter said he wants to thank all the residents for what they do. His guys go to every access every day. As far as signs, the guys can take them down and the businesses can come pick them up.
Mayor Medlin asked if anybody else wanted to speak.
Mr. Jesse Zimmer asked if you could raise money for just one access to make it better. He was specifically speaking of #23, the Charlotte access. The town manager said you can give all the money you want. Mr. Breuer said if it needs to be addressed to let us know.
Mr. Zimmer suggested letting folks donate to repair a specific access and put a sign up as recognition. Mr. Breuer said he would get with the finance director to find out if that can be done.
Mr. Mark Torrence of Holly Ridge said he’s been cleaning an access for a year and a half, and he had no idea he was supposed to be reporting anything. He doesn’t understand what the problem is. Mayor Medlin said he understood there were supposed to be reports going to Ms. Carter from the businesses. Ms. Carter said the reporting would have been another burden. She said Chad had asked that they keep an eye on wood splitting, trash cans missing. It is in the reports. She said there are people like Ms. Batts that do not send in the reports and so they take it upon themselves to make sure it is being taken care of. When it’s not trash, they send it to Jodi. If its trash related, they call the individual responsible for the access and let them know.
Mr. Koloski made a motion to have this go back to streets, Chris’ department. Mr. Shugarts seconded. All in favor, motion carried.

8. Easement Request – Tony Edwards – Mr. Breuer said he was approached after the land donation at Tropical Winds for the property to be used for the new parks by Mr. Edwards. He lives in the house adjacent to the park and had a 30’ easement with Mr. Wayne Lanier. He is requesting that the town honor that easement to provide for a buffer for future use along that pond. Mr. Breuer explained that is council wants to entertain the request, he will be responsible for any preparation for that. Mr. Breuer would recommend honoring the request. Mr. Edwards would contact his own attorney and ours would review anything they present. Mr. Koloski asked if it would affect walking around that pond. Mr. Breuer said it would not. Mr. Breuer and Mr. Carter met Mr. Edwards at the pond. Mr. Breuer asked that we move forward to investigate and get materials drafted as there isn’t a major time constraint. There was consensus to move forward. Mr. Helms voted to adjourn, and Mr. Shugarts seconded. All in favor, meeting adjourned.