



**Town of North Topsail Beach
Board of Aldermen Regular Meeting**

**Wednesday, January 07, 2026, at 11:00 AM
Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460
(910) 328-1349 | www.northtopsailbeachnc.gov**

*Mayor - Richard Grant
Alderman - Kip Malcolm
Alderman - Laura Olszewski
Town Manager - Alice Derian*

*Mayor Pro Tem - Connie Pletl
Alderman – Larry Strother
Alderman – Mark Barefoot
Town Clerk – Alexis Stanfield*

I. CALL TO ORDER (Mayor Grant)

Mayor Grant called the meeting to order at 11:00AM.

II. INVOCATION (Alderman Malcolm)

Alderman Malcolm gave the invocation.

III. PLEDGE OF ALLEGIANCE (Alderman Barefoot)

Alderman Barefoot led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Budget Amendment 2026-26.33 WB Brawley Change Order for Flood Vents was merged with item E. under Continuing Business.

The minutes were amended to correct clerical issues.

Under Continuing Business, Item A. Discussion of E-Bikes on the Beach was moved to the March meeting.

Under Continuing Business, Item C. Proposed Rules of Procedure were moved to the February meeting.

Motion – Alderman Malcolm made a motion to approve the agenda with the changes made. Alderman Olszewski seconded the motion. The motion was carried unanimously.

IV. MANAGER'S REPORT

Staffing Updates:

Manager Derian congratulated Chief William Younginer, who retired on December 3st, and thanked him for seven years of service with the Town and his 48 years of service in law enforcement. She reported he was presented with a plaque as well as some other mementos.

Manager Derian reported Captain Page has been assigned interim Chief effective January 1st.

Manager Derian reported that under New Business is a budget amendment and contract ordinance to award the Police Chief recruitment services to MGT Impact Solutions, LLC for a maximum not to exceed \$26,000.

Potential Tropical Cyclone #8:

Manager Derian reported that PTC#8 work has resumed this week as scheduled. The project is expected to be completed within three months. A project update went out on Monday advising use of Jeffries Beach Access and the work plan. They started on the southern 1/3 of the project (south of the pier). Truck hauling of sand is expected to begin January 7th and last a few weeks. Similar to previous projects, a portion of the parking lot at Jeffries Access will be cordoned off during the work week. This will be open on weekends. The northern 2/3 of the project (from the pier to just south of Topsail Villas) will occur after that, using Jenkins Way Access. The specific order of work north of the pier will be dependent on tides/water levels. This is due to limited beach widths in the northern section.

Phase 4 Grant Closeout:

Manager Derian reported a letter was submitted in December to the NC Dept of Environmental Quality indicating that work is completed with an accounting of the interest earned on the advanced funds and unspent funds, which total \$2.8M. A request was made to use unspent funds for additional repairs or to extend our current contract to consider additional work in Phase 4. Manager Derian received correspondence that they are still considering this request.

FEMA/State Old Projects:

GWl and Manager Derian have continued to work on RFI's and close outs for Florence and Dorian. Currently, \$2,433,238.66 is in payment processing and \$11,484,423.16 is currently in the RFI process.

Holiday Initiatives:

Manager Derian thanked everyone who participated in our Pet Photos with Santa before Christmas. The Town had approximately 50 pets participate with their owners. \$292 was raised for Paws 4 Purpose. Derian thanked staff who assisted with the set up and taking pictures.

Grinding of the Greens is taking place this month. Any resident who purchased a real Christmas tree for the holidays may recycle it by dropping off the undecorated tree to the Jeffries Parking lot, 316 NRI Rd up until January 15th in the designated area. Free mulch will be available for pick-up after January 15th.

Manager Derian coordinated with Southern Metals Recycling to recycle Christmas lights. There is a bin on the front deck of Town Hall where citizens can deposit strands of lights that no longer work and the Town will recycle them. Manager Derian thanked Southern Metals Recycling for partnering with the Town again.

VI. OPEN FORUM

Donna Ferreri, 148 Sea Gull Lane, spoke about the Town's lack of light ordinances.

Jeff Meyer, 2224 NRIR #138, spoke about citizens cutting reefs.

Joe Smmers, 26 Bermuda Place Landing, requested the Town put more and bigger beach access signs out.

Keith Wilkinson, 149 Sea Gull Lane, raised concerns around using an outside agency to find a new Police Chief.

VII. PUBLIC PRESENTATIONS AND HEARINGS

A. Coastal Engineer Monthly Report

Fran Way, Coastal Engineer, provided the Board with a brief overview of the recent and upcoming beach projects. He reported that Phase Four and Phase Five have been completed. Phases One through Three are upcoming and will take up the North tip of the island. Way reported that phases Four and Five have held up nicely on the beach and dune side. Project DA_0143 will be North Topsail Beach's largest project to date. It is currently in the easement coordination process with state agencies. PTC8 Dune restoration it to withstand a five-year storm. Dune Restoration phases One through Three are set to begin on Monday, January 5, 2026. ST Wooten has been hired as the contractor and will occupy the Jefferies Lot. There is a three-month timeline on this. The NRI Management Plan is currently under review. Dial Cordy is conducting a Biological Assessment and Essential Fish Habitat. Way answered questions from the Mayor and Board.

VIII. CONSENT AGENDA

A. Approval of Minutes

December 2, 2025, Regular Meeting Minutes

B. Department Head Reports

1. Finance Department
2. Fire Department
3. Inspections Department
4. Planning Department
5. Police Department

C. Committee Reports

1. Planning Board & PPI Committee
2. Board of Adjustment
3. TISPC <https://tispc.org/minutes/>
4. ONWASA
5. Parks & Rec Committee

D. BJAG Equipment Grant Application Request

~~E. BA 2026-26.33 WB Brawley Change Order for Flood Vents~~

The Hazard Mitigation Plan Application was removed from the Planning Department report.

Discussion: Wayne Johannessen, Finance Director, answered questions from the mayor regarding revenue improvements. Johannessen reported that the Town's financial position is strong and the cash balance is healthy. Alderman Olszewski asked about monies in line item 10-359-50.

Johannessen reported it is an accounting error in Accommodation Tax and has been rectified since the report was added to the agenda. Johannessen also spoke about the voided checks from a

printing error. Alderman Malcolm asked for clarification on Fund 31. Johannessen explained that part of that fund is funding from DEQ, which was highlighted in the summary.

Alderman Olszewski requested Planning Staff alter the Permitting Report to include more information. Deb Hill, Planning Director, reported she would speak with Citizen Serve, the software used by Planning and Permitting, to see if additional parameters were available.

Motion – Alderman Strother made a motion to approve the consent agenda with the change. Alderman Olszewski seconded the motion. The motion carried unanimously.

IX. CONTINUING BUSINESS

A. BISAC Update (Alderman Strother)

Alderman Strother provided the Board with a BISAC update. The BISAC met on December 15, 2025. He reported that it was announced at the BISAC meeting that the Phase Five Representative position was available but would also be advertised as an At-Large position to allow more citizens to apply. In February the BISAC will vote for a new chairman for the year. Strother reported much of the BISAC update has already been reported to the Board of Aldermen by in the Manager Reports at the past meetings. He gave an overview of the updates from the last BISAC report. Strother reported he hoped to have more to report at upcoming Board of Aldermen meetings.

B. Board of Aldermen Liaison Appointment Discussion

1. CIP Committee

Alderman Olszewski and MPT Pletl were appointed to the CIP committee.

2. Parking Committee

Alderman Barefoot and MPT Pletl were appointed to the Parking Committee

3. Parks and Recreation

MPT Pletl and Alderman Malcolm were appointed to the Parks and Recreation Committee.

4. Revetment Committee

MPT Pletl and Alderman Strother were appointed to the Revetment Committee.

5. Greater Topsail Area Chamber of Commerce and Tourism

Alderman Olszewski was appointed to the Greater Topsail Area Chamber of Commerce and Tourism.

6. ONWASA

Mayor Grant was appointed to ONWASA.

7. Onslow County Board of Commissioners

Mayor Grant was appointed as the Liaison for Onslow County Board of Commissioners.

8. Jacksonville Urban Area Metro Planning Organization Technical Committee

Alderman Malcolm and Alderman Barefoot were appointed to the Jacksonville MPO.

9. Camp Lejeune

Alderman Olszewski was appointed to Camp Lejeune.

10. State and Federal Legislative Appointees

Mayor Grant and MPT Pletl were appointed as State and Federal legislative liaisons.

Motion – Alderman Malcolm made a motion to approve the appointments. Alderman Barefoot seconded the motion. The motion carried unanimously.

~~C. Proposed Rules of Procedure (Trey Ferguson)~~

Motion – Alderman Malcolm made a motion to move this item to the February 11th meeting. Alderman Olszewski seconded the motion. The motion carried unanimously.

D. Approval of Proposed Crosswalk Locations and Authorization to Proceed with NCDOT Encroachment Agreement Submissions (Chris Huckaby)

Chris Huckaby, Public Works Supervisor, reported he had received approval from the NC Department of Transportation (NCDOT) for the recommended crosswalk locations. The New River Inlet Road location by Town Hall did not receive approval. The proposed four-way stop on Sea Gull Lane is being further reviewed by NCDOT.

E. Fire Station No. 2 update – Ernest Olds, Becker Morgan Group, Inc.

Ernest Olds, Becker Morgan Group, Inc., provided a briefing to the Board about work that has been done since the feasibility study from 2021. Site issues were analyzed and addressed in 2022. In 2023, a variance was issued. The WB Brawley contract was signed in March 2023. Olds answered questions from the Board. Currently, costs are 2.5% higher than originally bid. Chad Soward, Fire Chief, reported all furniture was pre-budgeted for including gym equipment and cascade system. Soward reported he receives updated quotes every three months and the cost is rolled over into each budget year until the funds can be used. It will take thirty to sixty days to move into the new station once it is completed.

Motion – MPT Pletl made a motion to approve BA 2026-26.33 WB Brawley Change Order for Flood Vents. Alderman Strother seconded the motion.

F. BA 2026-26.28 Fund 32 PTC - 8 ATM TI Coastal and CA 2026-26.29 for ATM Coastal Engineering and CA 2026-26.30 TI Coastal Contract

Manager Derian presented the item. She explained this budget amendment and contract authorizations were to continue the work TI Coastal and Dial Cordy were performing for the Town beaches.

Motion – Alderman Olszewski made a motion to approve budget amendment 2026-26.28 as presented. Alderman Malcolm seconded the motion. The motion carried unanimously.

Motion – Alderman Strother made a motion to approve contract authorization 2026-26.29 as presented. Alderman Malcolm seconded the motion. The motion carried unanimously.

Motion – Alderman Malcolm made a motion to approve contract authorization 2026-26.30 as presented. MPT Pletl seconded the motion. The motion carried unanimously.

X. NEW BUSINESS

~~A. Discussion of Electric Bikes on the Beach (Alderman Olszewski)~~

This item was moved to the March meeting.

B. MGT Impact Solutions, LLC Master Service Agreement and Budget Amendment 2025-25.18 - Staffing Consulting Solutions (Manager Derian)

Manager Derian presented the Board with a master service agreement with MGT Impact Solutions, LLC and an accompanying budget amendment for the search for a new police chief. Mayor Grant reported he would like internal talent to be considered for the position. Manager Derian reported that all internal staff who want to apply are encouraged, MGT would simply be expanding the search. Alderman Malcolm informed the Board and manager that he was concerned with the morale of staff should the Board move forward with the MGT contract and questioned the lack of ties to North Carolina. Alderman Olszewski asked if there would be an overseeing committee. Alderman Strother stated the money spent with MGT to hire a police chief would be inconsequential compared to the role needing to be filled. Alderman Barefoot stated he would prefer to look local prior to moving forward with MGT. The Board continued to discuss among themselves the decision to move forward with MGT.

Motion – MPT Pletl made a motion to approve the Master Service Agreement with MGT and its accompanying budget amendment. This motion was withdrawn.

Motion – MPT Pletl made a motion to approve budget amendment 2026-26.34 and contract award ordinance 2026-26.35 with the additional stipulation that MGT will reach out to the North Carolina Association of Police Chiefs and engage any help NCAPC can offer in assisting North Topsail Beach in hiring a Police Chief, including allowing NTB to advertise the position on their website. Alderman Olszewski seconded the motion. The motion passed with Alderman Barefoot voting nay.

C. Financial Expert Retention (Mayor Grant)

A. Five Year Strategic Plan

B. Accounting and Financial Services Budget

Mayor Grant advocated the implementation of a five-year strategic plan. He spoke of consequences he believes the Town is and will face by not having one. He reviewed items he believed should be considered if a five-year strategic plan was established for North Topsail. He reviewed the definition of a five-year strategic plan, and advocated the North Carolina League of Municipalities have a five-year strategic plan retreat with the Town, something the league offers and has been s

Motion – Alderman Olszewski made a motion to authorize Manager Derian to spend up to \$10,000 to bring in the NCLM for a two-day workshop for the Town of North Topsail Beach. Alderman Barefoot seconded the motion. The motion carried unanimously.

D. Punch List (Mayor Grant)

A. Speed Limit Warning Signs

B. Pickleball / Tennis Courts

C. Villa Capriani Artist Event

E. Planning Retreat (Mayor Grant)

F. Assignments - Combining (Mayor Grant)

G. Shallow Draft Plan (Mayor Grant and Chris Gibson)

Mayor Grant and Chris Gibson, TI Engineer, reported they were looking at three avenues to obtain funding. It would require a 3-1 match. Gibson reported the Army Corp of Engineers is out of capacity, and that this project could solve the City of Jacksonville issues into the next

century. The Army Corp of Engineers has the right of easement on the land. Alderman Strother informed Gibson that he approved of Gibson being more aggressive.

H. Sound Side Considerations by the Planning Board (Mayor Grant)

I. Financial Advisory Agreement to DEC and Associates Inc (Doug Carter and Manager Derian)

Manager Derian and Doug Carter presented the item. Carter provided the Board background information on the relationship between DEC and Associates Inc. and the Town of North Topsail Beach since 2012. Carters explained to the Board that his firm was here to help identify how the capital budget and other funds can impact the strategic plan and influence the town.

Motion – Alderman Malcolm made a motion to approve BA 2026-26.31 and CA 2026-26.32 with DEC and Associates Inc. Alderman Strother seconded the motion. The motion carried unanimously.

XI. OPEN FORUM

There were no sign-ups for open forum.

XII. ATTORNEY'S REPORT

There was no attorney's report.

XIII. ALDERMAN'S REPORT

Alderman Barefoot wished everyone a happy new year.

Alderman Malcolm spoke about the Shrimp Dip success and wished everyone a happy new year.

Alderman Strother informed the public he would be working hard on CBRA for the Town.

Alderman Olszewski reminded everyone of flu season, spoke about the Dolphin Dip, a Camp Lejune event.

Mayor Pro Tem Pletl wished everyone a happy new year and reminded the public that the next meeting will be on February 11th.

XIV.MAYOR'S REPORT

Mayor Grant spoke about sidewalks, funding, and wished everyone a happy new year.

XV. CLOSED SESSION

Motion – Mayor Pro Tem Pletl made a motion to go into closed session under NCGS § 143- 318.11. (6) Personnel. Alderman Malcolm seconded the motion. The motion carried unanimously.

Motion – Alderman Olszewski made a motion to return to open session. Alderman Barefoot seconded the motion. The motion carried unanimously.

XVI.ADJOURNMENT

Motion – Alderman Strother made a motion to adjourn the meeting. Alderman Malcolm seconded the motion. The meeting adjourned at 3:09PM.