

Board of Aldermen Special Meeting
Wednesday, March 19, 2025
DRAFT MINUTES

The Town of North Topsail Beach Board of Aldermen held a Special Meeting on March 19, 2025, for the purpose of receiving bid results and award of contract for the Northern Shoreline Dune Truck Haul project (PTC # 8). A quorum of the board was present. Town Manager Derian was in attendance. Attorney Ferguson and Engineer Way attended telephonically.

Board members present: Mayor Joann McDermon, Mayor Pro Tem Tom Leonard
Aldermen: Richard Grant, Mike Benson, Connie Pletl and Laura Olszewski

Board members absent: None

CALL TO ORDER

Mayor McDermon called the meeting to order at 11:00 am.

APPROVAL OF AGENDA

Motion – Alderman Pletl motioned to approve the agenda; seconded by Mayor Pro Tem Leonard; unanimously approved.

NEW BUSINESS

Bid results - Invitation for bids – North Topsail Beach Northern Shoreline Dune Truck Haul Project (PTC # 8)

Manager Derian explained a second advertisement for bids was issued with bids due March 14, 2025. One bid was received from ST Wooten in the amount of \$2,937,000. The breakdown of costs is \$50,000 mobilization and demobilization, \$47 per cubic yard for haul and placement of dune fill (\$2,867,000) for an estimated 61,000 cubic yards of sand and \$20,000 in performance and payment bond costs. The attorneys have reviewed the draft contract which dictates work to be substantially completed on or before January 31, 2026. At the March 5th meeting, the Board of Aldermen approved Budget Amendments 2025-25.19 and 2025-25.20 for funding to proceed with the PTC #8 project. The budget amendments total \$2,974,942 transferring funds from Fund 30 Shoreline Protection Fund to Fund 32 for the grant project FEMA 4837 NC PTC # 8 project. Adequate funding is available. A request for reimbursement has been submitted to FEMA under the declared event for PTC # 8. To date funds have not been obligated by FEMA. FEMA has cautioned that they sometimes do not approve emergency projects that are in a Coastal Barrier Resources Act (CBRA) zone, which this is. Projects were approved in the past for Florence and Dorian. This project consists of placing 61,000 cubic yards of beach compatible material along 21,500 feet of dunes mainly in Phases 1-3. Should the Board award the contract to ST Wooten, they have advised the work in Phase 4 will not be finished this season because they will have to reallocate their resources. About 5,000 feet of beach in Phase 4 remains to be finished. They are currently working at 4306 Island Drive. They anticipate completing another 2,000 feet which carries it to 4472 Island Drive which is just south of Hampton Colony before beginning work on PTC # 8.

Discussion focused on start date, cost of mobilization when they are already on site, what happens in the area that has sand bags, the possibility that the current Phase 4 project by the same vendor may not be finished this season due to the need to stop this project to get the PTC # 8 project done, the optics to the residents of stopping one project to do another, the possibility FEMA may not reimburse, and liquidated damages and a not to exceed amount/change order limitation in the contract.

Engineer Way stated the anticipated start date is April 1, 2025. Mobilization costs will be for renting 2 more all wheel drive off-road trucks. The project will start at just south of the Topsail Reef Condos because of the sandbags. The idea is to put material in front of those bags, but this needs to be coordinated with the Department of Coastal Management (DCM). Due to state and federal regulations, the Phase 4 project may not be extended into May, but the PTC # 8 project may be eligible. The dune project will take about 5-6 weeks. It would be a really tight timeframe to try to finish Phase 4 first before beginning the PTC # 8 project. Neither project may be restarted until November due to regulations. Liquidated damages are referenced in the contract but there is not a 'not to exceed' clause. The Board will have to address any change order requests separately, which is typical in these contracts.

Attorney Ferguson clarified there is a lump sum amount in the contract, so it is not open ended and there is a change order process. There is nothing in the contact that states a maximum amount that includes change orders.

Consensus - Board members encouraged Engineer Way to work with the vendor to have both projects done at the same time or at least finish Phase 4 and start on the north part of the PTC # 8 project, which is the most crucial part to be protected before hurricane season.

Motion – Alderman Pletl motioned to award the contact for the Northern Shoreline Dune Truck Haul Project (PTC # 8) to ST Wooten in the amount of \$2,938,000; seconded by Mayor Pro Tem Leonard.

Roll call vote

Alderman Pletl	Yes
Alderman Benson	Yes
Mayor Pro Tem Leonard	Yes
Alderman Olszewski	Yes
Alderman Grant	Yes

The motion passed by a unanimous vote.

ADJOURNMENT

Motion – Mayor Pro Tem Leonard motioned to adjourn; seconded by Alderman Benson; unanimously approved.

Joann McDermon, Mayor