

Town of North Topsail Beach

Joann M. McDermon, Mayor
Mike Benson, Mayor Pro Tem

Aldermen:
Richard Grant
Connie Pletl
Alfred Fontana
Tom Leonard



Alice Derian, ICMA-CM
Town Manager

Nancy Avery
Interim Town Clerk

Nature's Tranquil Beauty

Board of Aldermen
Regular Meeting minutes
Wednesday, February 1, 2023, at 11:00 AM
North Topsail Beach Town Hall

The Town of North Topsail Beach Board of Aldermen held its regular meeting on Wednesday, February 1, 2023. There was a quorum of the Board present and the Town Attorney was in attendance.

Board members present: Mayor Joann McDermon, Mayor Pro Tem Mike Benson
Aldermen: Connie Pletl, Fred Fontana, Tom Leonard

Board members absent: Richard Grant

Staff present: Finance Officer Caitlin Elliott, Fire Chief Chad Soward, Police Chief William Younginer, Planning Director Deborah J. Hill, IT Director Ricky Schwisow, Interim Town Clerk Nancy Avery, Town Manager Alice Derian and Town Attorney Brian Edes

Mayor McDermon called the meeting to order at 11 am. Alderman Leonard gave the invocation and Mayor McDermon led in the Pledge of Allegiance.

Approval of agenda

Motion – Alderman Leonard motioned to adopt the agenda as presented; seconded by Alderman Fontana; motion carried unanimously.

Manager's Report

Beach Projects:

Manager Derian reported the following:

Phase 5 project

ST Wooten continues with the Phase 5 project. Approximately 105,333 cubic yards of material have been placed as of January 30th. I polled the Board a week ago for a consensus to open up the 2nd Avenue access to expedite the project and to aid in logistics with two contractors working the project. All Board members were in favor of opening the access. Our engineers have requested approval from the Coastal Area Management Authority (CAMA) and I have been informed at the end of the day Monday that they are ok with us proceeding. I will be publishing a

notice once I receive a timeline that we will be temporarily closing this access until May. Trucks will continue to use the Gray Street access as well.

Channel to Jacksonville project

This is a United States Army Corps of Engineers (USACE) project. They expected to work through January 20th. I have not received an official update; however, during another meeting they mentioned they expect to work through February 9th. I posted an update based on information I received to date to our projects page last week along with drone footage video.

Phase 4 - Coastal Storm Damage Mitigation Fund Grant (CSDM) project

The permit that was filed is still pending. We expect a response in early February. I prepared and submitted a one-year contract extension to the state in advance since we know our project will start next November. I submitted it on January 17th and received a confirmed receipt from the state on January 18th. We have received notification that we would be receiving a deposit in the amount of \$2,625,000. This is different from the contract documents which read they reimburse based on invoices submitted on a quarterly basis. We reached out to the state to confirm that the monies received were not in error. Caitlin (Finance Officer) will be working with the auditor to set up the funds and you will have a budget amendment at next month's meeting for receipt of these funds.

Environmental Impact Study (EIS) project

The latest meeting with Mickey Suggs, of USACE and our engineers along with the Mayor and Mayor Pro-Tem was held on January 12th to discuss the EIS. Fran (engineer) completed the review of the additional modeling and provided that to USACE prior to our January meeting. We set a target goal of issuing the Notice of Intent (NOI) by our February Board meeting. I followed up with Mickey Suggs on Monday. Mr. Suggs responded on Tuesday that there is a new requirement for NOI publication. It has to be signed by their South Atlantic Division Commander. He is not sure on the timeline for the process. He feels at best this could be posted by next Friday.

Richard Peters Park project

A Hohonu water level sensor has been installed at Richard Peters Park by TI Coastal. It has been installed on the smaller of the piers/pavilion. This is a solar powered sensor that gets installed on a piling or bridge so it can hover over the water to be measured. I have notified the American Shore and Beach Preservation Association that it has been installed. Once it is recognized and appears on their dashboard, I will share the information on social media and website for anyone who wants to monitor.

I am working with a sign company for the educational component to the Living Shoreline Project. I provided content to a company who is making a mark-up. Once it is finalized, it will take four weeks to make.

Fire Station Replacement project

The Board of Adjustment held a public hearing on Monday, January 30th at 5:30 pm to consider the Town's variance request from Unified Development Ordinance 7.05 (G), to allow for construction of Fire Station 2 at 3304 Gray Street. She received notice on Tuesday that included a summary of FINDINGS OF FACT, the Board makes the following CONSLUSIONS:

- A showing of good and sufficient cause has been made
- A determination that failure to grant the variance would result in exceptional hardship; and
- A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or this article.
- THEREFORE, on the basis of the foregoing, it is ORDERED that a variance be granted form the Town's higher standard of enforcing v-zone development standards in an AE zone identified in the Unified Development Ordinance 7.05 (G) to allow for construction of Fire Station 2 at 3304 Gray Street, North Topsail Beach, that the design meets or exceeds NFIP AE flood zone requirements for commercial/non-residential development with 12 - foot base flood elevation and 2-foot freeboard including dry flood proofing of the below regulatory flood where the use is anything other than parking, access, or storage.
- Any person aggrieved by the decision of the Appeal Board may appeal such decision to the Court, as provided in NC General Statutes Chapter 7A.

The next step is for the project to be on the Planning Board's Agenda for consideration at the February 9th meeting and then continue to the Board of Aldermen meeting on March 1st.

Discussion:

Attorney Edes stated that the evidence was uncontested that it meets Federal regulations. The Town has more strict regulations.

Alderman Leonard asked if this gives the staff enough time or does there need to be a special meeting of the Board?

Manager Derian responded that we are on task as is.

Budget:

Manager Derian stated she provided a proposed budget calendar for Fiscal Year 2023-2024 to the Board on Friday for review as follows:

- February 7th - 8th – Department Head meetings. She will meet with staff on these days and schedule follow ups as necessary.
- March 14th- 15th – Board of Alderman (BOA) Budget Workshops to be held from 8:30 am to 4:30 pm at Town Hall.
- April 19th - 20th – BOA Budget Workshops to be held from 8:30 am to 4:30 pm at Town Hall
- May 10th – Public Hearing on the Budget to be held at 1:00 pm at Town Hall
- June 7th – Budget/Ordinance Adoption – Budget to be adopted during the regular June BOA meeting.

She said to please note that while the budget workshops are scheduled over a two day period, if tasks are completed within one workshop day, the second will not be necessary. This schedule will also allow for an additional workshop in May if necessary.

All Board members present said they had no conflict with the dates, except Alderman Fontana has a conflict with the March 15th date only.

Manager Derian said Alderman Grant will not be in town for the June meeting and may call in but he had no conflict with the other dates.

Open Forum

One resident thanked the Board for specifying abbreviated items on the agenda. It is appreciated.

Consent Agenda

- Approval of minutes January 4, 2023, meeting

Motion – Alderman Pletl motioned to adopt the Consent Agenda as presented; seconded by Mayor Pro-Tem Benson; motion carried unanimously.

Public Presentation and Hearings

A. Austin Eubanks from Thompson, Price, Scott, and Adams CPA presented audit findings for fiscal year ending June 30, 2022, as follows:

- Financial statements are free of material error and in compliance with government regulations.
- Auditors were given complete access to both management and required information.
- No significant deficiencies in the internal control process were found.
- The financial statement disclosures are neutral, consistent, and clear.
- No significant recorded or unrecorded differences were found.
- There were no disagreements with Management.
- There was an \$805,000 net increase in revenue over expenditures in the General Fund.
- Undesignated Fund Balance minimum as recommended by the Local Government Commission (LGC) is 34% or \$1,937,670. The Town has well above this amount of \$4,385,429 or nine months of operating costs available.
- Fund balance available as a percentage of General Fund Expenditures is 77.14%.
- Tax collection rate is 99.31%.
- Top revenue stream is ad valorem taxes at 43% for a total of \$2,784,924.
- Other revenue streams are Sales and Services taxes at 10% or \$62,470 and Other Revenues at 9% or \$598,623.
- Unrestricted Intergovernmental is 38% or \$2,458,999.
- The Shoreline Protection Fund had a net change of \$1,187,489 in revenue over expenditures. Total unrestricted cash in the fund is \$10,008,321.
- The Beach Maintenance Project fund had a net change of \$176,990 in revenues over expenditures. Total restricted cash in the fund is \$280,943.
- General Fund unrestricted cash is \$4,433,141 and restricted is \$34,371.
- Capital Improvement Projects fund had a net change of \$368,352 in revenues over expenditures.

- The audit was late in submittal to the LGC this time. The Board must sign and submit a letter to the LGC outlining mitigation going forward to prevent late submittal in the future.

B. Coastal Engineer update

Mr. Fran Way reported the following:

Channel Dredging

This is an Army Corps of Engineers project and is ongoing.

Phase I beach nourishment non-CBRA areas

This is FEMA funded and permitted to place 15,000 cubic yards of sand. Cost estimate is \$40 per cubic yard at a cost of \$600,000. There are a couple of different ways to put sand on the beach: (a) getting between the buildings and conveyor belting the sand onto the beach or (b) using the Jenkins Way access using heavy equipment.

Discussion:

Are we permitted to place 45,000 cubic yards? What is the price for the additional 30,000 cubic yards (McDermon)

It is not a viable option to truck haul sand from Jenkins Way up to where it will be placed during high tide (Leonard).

How far south does the 15,000 cubic yards take it? (Fontana)

The slide on Phase I is deceptive because it appears that the full 45,000 cubic yards are FEMA funded when only 15,000 cubic yards are FEMA funded. The other 30,000 cubic yards will have to be funded by the Town. The slide needs to be updated to make it accurate. (McDermon)

Mr. Way confirmed it is permitted for 45,000 cubic yards and the cost would be \$40 per cubic yard. He stated this particular footprint is for the whole 45,000 cubic yards. The CAMA permit is a stickler about only putting sand along the shoreline once, so we would do about a third of the footprint with the 15,000 cubic yards.

Manager Derian stated the total cost to place 15,000 cubic yards is \$605,000 which includes a \$5,000 mobilization fee. The total cost for the additional 30,000 cubic yards is \$1.2 million.

Phase 5 Florence and Dorian Beach Nourishment

Work has begun and is headed north. They are getting close to where they will stop. They will then start at Gray Street and work south. ST Wooten is working the project and then another truck hauler, CM Mitchell, will begin work later this month. The project is going as expected. This is beach nourishment. Coastal Area Management Authority (CAMA), Fish and Wildlife and the Wildlife Commission staff viewed the project about two weeks ago and had no concerns.

Dune rebuild at Second Avenue beach access

ST Wooten would like to get started on this as soon as possible. The work is just north of the access.

Manager Derian said she needs the timeline of when they will proceed.

Phase Four – state grant for beach nourishment

This is ongoing and sounds like the permitting is moving forward. There will probably be about 325,000 cubic yards placed over 2.5 miles. State grants are fixed and cannot vary so the volume will be dependent on keeping to the grant amount.

County Beach Access Dune Rehabilitation

The same regulators that visited Phase Five were not happy with this due to gravel in the rock in the dune in the repaired area after Hurricane Ian. They did not tell us that until he reached out to them to say we were ready to start the project. CAMA called and said the gravel has to be removed before we can place nice sand there. We will either have to remove it or screen it. It is approximately 15 truckloads. We will have to measure to be accurate. This will be an extra cost.

Discussion

This needs to be done this season. When will we have the information? We need to do this project, what are the steps? Do we have to update the permit? Can we use this sand somewhere else, like in the parking lots? (McDermon)

Is there no way to separate the gravel from the sand? We need an estimate of how much cheaper it is to screen it because we can use that gravel in the parking lots. (Leonard)

Did the county talk to us about getting the sandy dune soil out of its parking lot and into the dune line before they did it? Could we use that as justification for additional costs? (Benson)

Mr. Way said the permit is fine and the estimate to remove the gravel could be done this week. The contractor gave him an estimate of about \$12,000. CM Martin said they would take the sand. You can separate the gravel from the sand but it takes particular equipment. The contractor said it would be cheaper to remove it than separate it.

Manager Derian said we are bringing in aggregate now to tighten up the parking lots, so we do not need more sand. She needs the estimate of when the work will begin. The contractor just showed up Monday without giving any notice even after asking repeatedly for a schedule. There is about \$130,000 leftover in what was allocated to use from the county that we could use for this, but she needs to have an estimate before she can move forward. She will work through this with the county.

Environmental Impact Study (EIS)

Continued processing and meetings.

Discussion

Is the Phase One timeframe of placing 15,000 to 45,000 cubic yards by April 1st realistic to be done this year or will that be next year? (McDermon)

Mr. Way said it is realistic to get it done this year. They are doing 15,000 cubic yards a week and they should be able to keep that going.

The timing for the Phase Four project is 2024, is that correct? (McDermon)

Mr. Way said it will start November 2023 and finish next year in 2024.

Manager Derian asked Mr. Way if he can apply now for the extension in Phase One?

Mr. Way said CAMA usually likes to see the project in progress before giving an extension, but he can bring that up with them.

We need the cost update on the preferred option for the EIS that was requested a couple of weeks ago. (Benson)

Continuing Business

A. Topsail Island Shoreline and Protection Committee (TISPC) 2023 Advocate Goals

Mayor McDermon stated the Board received the TISPC 2023 advocate goals right before the last meeting and asked Board members if there was any discussion.

Motion – Alderman Leonard motioned to approve the TISPC 2023 advocate goals as presented; seconded by Alderman Pletl; motion carried unanimously.

B. Beach, Inlet, Sound Advisory Committee (BISAC) update

Mayor Pro-Tem Benson reported:

- There is a January meeting report in the agenda packet.
- The committee changed the monthly meeting date and time from the 4th Tuesday to the 3rd Tuesday except January and November to give the chair of the committee a chance to write a report for the Board because after some meetings there is less than 24 hours to turn it around and have it ready for the next Board meeting. The date change has been posted on the committee webpage.
- The committee discussed the Board's goal of 'review current beach plan and with the input of the beach engineer identify the issues the Town needs to address'. There was a lot of discussion and some components of that are in the report. In addition to our strategic plan, Coastal Management wants each community to have a thirty-year beach management plan which will also help a lot with permitting. At some point this year, we need to start working on this. It is different from the overall strategic plan for beach management. It is prepared by a professional engineering firm and not the committee. There is an expense involved which we talked about last year and funds were put into the budget for this.

- The committee wants to work on educating the community on what we are doing and how we are going about it as we work through the Environmental Impact Study (EIS) it will be very important to keep the community informed about how it impacts each section of town.
- The committee plans to do some self-training to become more informed on beach management issues.
- The committee would like to help the Board and Town find sources of grant funding outside of the Coastal Storm Mitigation Fund and the Shallow Inlet and Aquatic weed fund for both the beach and sound side.

Discussion:

I am concerned about finding funding sources. We have talked a lot about if there is interaction with other agencies it should be coming from the Board or the Manager and not committee members. We have been down this rabbit hole a lot in the past when someone thought there was a good funding source submitted to the manager who spent a lot of time working on something that is not worthwhile for the Town. She thinks those suggestions should be coming from Mr. Gibson (engineer). She is going on record saying she has issues with the committee looking for grant funding. (McDermon)

That is not the goal at all, only to look at opportunities online (Benson).

I sat in at the last meeting in the absence of Alderman Grant and one of the points I made at least twice was that anything the committee does needs to assist the Board, the manager and staff and not create work for the Manager and staff. I do not think this is a problem, but it is something committee members need to be mindful of. (Leonard)

C. Phase I Nourishment Project

Manager Derian stated:

- We are near to wrapping up the Army Corps project. We are thinking February 9, 2023.
- She wants the Town to be ready to move forward with the FEMA reimbursable project of 15,000 cubic yards which is why she asked Fran (engineer) to have the estimate available from ST Wooten so the Board can consider and at minimum give approval to move forward on that.
- The cost is \$40 per cubic yard plus mobilization fee of \$5,000, so at a minimum the cost for 15,000 cubic yards is \$605,000. She touched base on the amount of 45,000 cubic yards that has been permitted and if the Board feels compelled to discuss or consider going forward with any additional cubic yards, the cost for the 30,000 cubic yards would be \$1.2 million dollar which would have to come out of Fund 30.
- She provided a breakdown to the Board of the \$1.5 million dollar State allocation the Town received a while ago from funds appropriated from the NC General Assembly which was originally to be used for Phase II. The Town worked to update language to enable it to be used not only in Phase Two but also have the option for it to be used for the remaining four phases. She worked with the lobbyist last year to get language removed that required the Town to match monies that was incorrectly put it there. That language was successfully removed and approved on March 17, 2022.

- Of the \$1.5 million allocated, the Town spent \$280,942.67 to extend the Dune project last year which leaves \$1,219,057.33 available.
- The Board can consider what to do with those additional funds.
- She recommends moving forward with 15,000 as that is ready and be prepared to come in with this when the Army Corps moves out.

Discussion:

We have been advertising this full placement of sand in front of the Topsail Reef condo as long as we have been doing updates. The 15,000 cubic yards will not do much and she recommends we place the full 45,000 cubic yards that have been permitted there because we all know it will move and end up benefitting not just Topsail Reef but other areas. (McDermon)

I agree with the mayor and as the manager said to immediately start after the Army Corps project finishes with the 15,000 cubic yards and then continue. I feel it will benefit further down too. (Pletl)

I think there was an assumption all along that we were going to do that and the 45,000 cubic yards was the magic number. I do not think it was clearly articulated that we were not going to do the balance. Conditions there are such that particularly with state money we have that is to be used for this, we should move on with this. (Leonard).

I agree with the consensus so far. The main thing we were trying to do was figure out how far the Army Corps project was going to get which does not look like that far as they were originally telling us based on what they are doing the last week or so with the reports we are getting. Then there was a little technical comment that the engineer made during a report about putting only one layer of sand down per nourishment cycle and we are not talking about putting Dorian sand on top of Corps sand. We need the engineer to weigh in. I am not sure that we are doing that. The Army Corps has sand behind Building I and that is pretty much it. The Dorian project will start more or less at Building Two and if we use the state allocation to bring it up to the 45,0000 cubic yards it will work on from Building Two or wherever the Corps finishes on down to Building Eight.

Mr. Way (engineer) said that condition is just for our project, not the Army Corps project. We can put sand on top of where the Army Corps put sand.

This is a navigation project, not a beach project. I specifically asked last month about co-mingling sand, not from the point of a permit, but about granularity and was told that was not an issue (Leonard).

Since we have money from the state and there is no local match to it, it would behoove us to do as much as we can with it. (Fontana)

Motion – Alderman Leonard motioned to authorize the town’s contractor to move forward with placement of sand for the full 45,000 cubic yards for Phase I; seconded by Alderman Fontana; motion carried unanimously.

Can we get the 30,000 cubic yards put out before the middle of May? (Fontana)

Engineer Way said April 1, 2023, is the deadline with a possible extension to April 14th. It will be tight as long as we do not have bad weather. It is also contingent upon the Army Corps finishing on time successfully. It will be a bit of a moving target.

New Business

A. North Topsail Beach Music Festival

Manager Derian said the committee met and one of the things she has been working through with the attorney is what action does the Board need to take to allow a vendor to sell alcohol at Richard Peters Park on April 1st on the day of the concert.

Attorney Edes stated the day we spoke about it we could not access American Legal to view the ordinance(s) related to this. To the extent we have an ordinance prohibiting the sale of alcohol on Town property, the Board could suspend that ordinance under certain parameters and he recommends that if the Board wants to allow a third-party vendor to come into this event, we pass a resolution to suspend the ordinance for this event. If that occurs, the vendor would have to have all ABC permits, commercial general liability insurance policy naming the Town as additional insured and whatever crowd controls are required.

Discussion highlights:

I do not see the need for an ordinance prohibiting this as the Town regulates the vendor. In the event the Town wants to hold additional events in the future I do not see the need for a resolution when there is a process in place. It should be easy when we have Town events, to approve this. I also think we have an ordinance that prohibits food trucks. (McDermon)

Is the ordinance there to keep small groups of people that use the park to prevent them from bringing in small coolers with alcohol? (Leonard)

Attorney Edes said typically small towns have this type of ordinance for liability purposes and to keep it peaceful. If we are going to the route of rescinding the ordinance, we need time to enact in its place a mechanism to determine who you vest the authority to grant permits to the town manager, etc. We can modify the existing ordinance going forward for Town events.

The other option is not to suspend the ordinance but allow the manager to approve on a case-by-case basis, so then we have control over it. (Leonard)

Are we talking beer and wine or all forms of alcohol? (Fontana)

Attorney Edes recommended bringing in a third-party vendor with ABC permitting to determine that.

Motion – Alderman Leonard motioned to suspend the alcohol ban ordinance and food truck ban as it applies to the Town for this event; seconded by Mayor Pro Tem Benson; motion carried unanimously.

B. Resolution 2023-01 Official Notification to Board of Elections on 2023 election

Attorney Edes stated that absent a Charter General Statutes say that unless you are right on top of an election, the person that fills the seat is up for the next election. So the two vacancies plus the mayor's is up for election this year.

Discussion highlights:

I think the mayor's term being only two years is difficult because you do not get to see a project completed. She would like the Board to consider having the mayor's seat be a four-year position. (McDermon)

What is generally done in North Carolina? (Benson)

Attorney Edes responded that he knows of two towns that have recently transitioned to four-year terms for the mayor.

There was discussion in 2007-2008 about the mayoral term. We need to review the University of North Carolina (UNC) School of Government (SOG) Coats Canons and review the roles of the mayor in a mayor/council form of government which is that the mayor is the face of the Town and presides over the meetings.(Leonard)

At about the same time, Topsail Beach was going through the same issue as they were trying to clamp the authority of the mayor. It is a good idea to know what we have to do to stay in our lanes as we are a manager led town. (Pletl)

The mayor asked the attorney to look into this and provide a survey of towns on mayor terms and report back.

Motion – Alderman Pletl motioned to approve the resolution to the Board of Elections as presented; seconded by Alderman Leonard; motion carried unanimously.

C. 2023 Washington DC federal meetings

Manager Derian stated the chair of TISPC has been communicating with Alderman Leonard about upcoming 2023 Washington DC federal meetings along with the American Beach and Shore Protection Authority conference is being held in DC. There has been discussion about how many people may attend.

Alderman Leonard said we were allocated two. Former Congressman McIntyre wanted to limit the number. Surf City has two going. He requested three be allowed to attend from North Topsail Beach which would be himself, the manager, and the mayor.

Motion – Mayor Pro-Tem Benson motioned for the Mayor, Alderman Leonard and Town Manager Derian are the representatives at the 2023 Washington DC federal meetings; seconded by Alderman Pletl; motion carried unanimously.

Open Forum

Susan Meyer of 2224 New River Inlet Road, Unit 138 thanked the Board for approving the extra sand at Topsail Reef. She is pleased you were able to find the funds and move forward with it.

Attorney's Report

None

Mayor's Report

Mayor McDermion stated she and Alderman Pletl have been busy with the kickoff for the committee for the Music Festival. The committee had an initial meeting and discussed the ads for sponsorship, parking, number of food trucks and bathroom availability. We will be working on layout plan for the site for bands, food trucks, parking and so on.

Alderman Fontana said at the Chamber meeting he attended, they were under the understanding that they were handling the tickets.

Manager Derian said we have not received all the answers about the software platform for tickets that the Chamber uses and also whether the Chamber will sponsor a truck or not. They have reached out to schedule recurring monthly meetings with the Towns of Holly Ridge, Surf City, Topsail Beach and us to help with the communication.

Alderman's report

Alderman Pletl thanked everyone for coming out or watching for home. She thanked the staff for everything they do. She is very pleased with the audit and it went very well. This is something the Town should be proud of. The sand at Phase 5 looks incredible.

Aldermen Leonard said he attended the NCBIWA Board of Directors meeting on January 17th and we established the spring conference dates of May 11 and 12th in Emerald Isle at the Islander Inn. At some point, we will be asked for sponsorship. He attended the winter event at Camp Lejeune on January 20th with Alderman Fontana. It was a good event and well attended. There were a couple of County Commissioners there along with the old and new Sheriff. It was a good networking event. He attended the East Carolina Council legislative breakfast along with the Mayor Pro Tem and Manager on January 23rd where they met State Senator Lazzarra and he again reiterated what can he do to help the Town. He will try to set up a meeting with him, hopefully locally. He said the manager is doing a great job and he thanked her and said he appreciates everything she is doing for the town.

Mayor Pro Tem seconded what the other alderman said and thanked the manager and department heads for all they do for the Town. We feel safe in our community because of them. One of the things accomplished at the ECC conference was to hear from the legislators what they have to work with such as one may be representing five counties. There are lots of statewide problems they are addressing. They were willing to listen to our local issues. The TISPC adopted an every other month meeting.

Alderman Fontana said he echoes the positive comments he heard about the Christmas Tree. It was a very nice welcome to the Town when you came across the bridge. He commended the staff for the tree. He and the manager were at the open house for Share the Table, an agency that

provides food for a lot of needy people in Pender and Onslow Counties. They are running a capital campaign as they have outgrown their space, so any support you can give to their effort is appreciated.

Closed Session

Motion – Alderman Leonard motioned to go into Closed Session at 12:51 pm as per N.C.G.S 143-318.11(a)(3) for consultation with attorney’ seconded by Alderman Pletl; motion carried unanimously.

Motion – Alderman Leonard motioned to return to open session at 1:23 pm; seconded by Alderman Pletl; motion carried unanimously.

Mayor McDermon stated no action was taken in Closed Session.

Adjournment

Motion – Alderman Fontana motioned to adjourn at 1:26 pm; seconded by Alderman Leonard; motion carried unanimously.

Joann McDermon, Mayor

ATTEST: _____
Nancy Avery, Interim Town Clerk