

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



Alice Derian, ICMA-CM  
Town Manager

Aldermen:  
Fred Fontana  
Richard Grant  
Tom Leonard  
Connie Pletl

Nancy Avery  
Interim Town Clerk

Board of Aldermen Regular Meeting  
Wednesday, June 7, 2023  
MINUTES

The Town of North Topsail Beach Board of Aldermen held its regular meeting on June 7, 2023. A quorum of the board was present. Attorney Edes was in attendance.

Board members present: Mayor McDermon, Mayor Pro Tem Benson, Aldermen Connie Pletl, and Fred Fontana

Board members absent: Aldermen Richard Grant and Tom Leonard

Staff present: Town Manager Derian, IT Director Ricky Schwisow, Police Chief Younginer, Fire Chief Soward, Planning Director Hill, Finance Officer Elliott and Deputy Town Clerk Winzler.

Call to order

Mayor McDermon called the meeting to order at 11:00 am. Mayor Pro Tem Benson gave the invocation and led in the Pledge of Allegiance.

Approval of Agenda

**Motion** – Mayor Pro Tem Benson motioned to adopt the agenda as presented; seconded by Alderman Fontana; unanimously approved.

Manager's report

**Beach Projects:**

**Phase 5**

- Phase 5 sand hauling paused on Wednesday, May 17<sup>th</sup> and the beach was graded for final survey. CM Mitchell hauled 112,605 Cy's total for their project and ST Wooten hauled 298,300 CY's. They ended at the south end of Permuda Wynd, approximately 3,200 feet North of the Town line. They will resume and complete the project in the fall after turtle season.

**Phase 1**

- I previously reported that ST Wooten worked through March 30<sup>th</sup> to place 24,419 CY's of sand. The area immediate to the South of the Reef received sand that included buildings #5,6,7 and 8 to include 100 feet south of the Reef and that they will finish the remaining 20,581 CY's that the BOA has authorized when we resume in the fall. I asked Fran to obtain an updated quote from ST Wooten

for the remaining 20,581 CY's to be placed in Phase 1 that was not completed. Going forward, I would recommend adding clarification to the engineer's slides for what is permitted vs. approved for placement.

**BA#4**

- I have received the final invoices for dune restoration at BA#4, which totaled \$126,741.48. We have submitted invoices to the County for reimbursement and have already received the funds. I also reached out to the County with our request to vegetate the now established dune to ensure it is stabilized. They were in agreement that it should be done, and I gave notice to proceed for Coastal Transplants to plant 4,510 plantings of sea oats and bitter panicum. This project has been completed and will be reimbursed by the County.

**Budget:**

- A special meeting of the Board of Aldermen is scheduled for June 14<sup>th</sup> at 11:00 am for the Budget/Ordinance adoption. This will conclude the budget process and we will be starting our new fiscal year July 1<sup>st</sup>.

**Grants:**

- Thank you to everyone who voted for Chase our K9 officer for the Aftermath K9 Grant. If Chase wins the most votes, we will be the recipient of \$2,500 that would go directly into our K9 budget. Thank you to Sergeant Dylan O'Dwyer, who is Chase's handler that facilitated this. Winners are being announced today.
- Thank you to NC Coastal Federation for their efforts in removing the abandoned shrimp trawler in the inlet. The cost of removal was \$7,987.95. The funding that they were awarded by our local legislature for marine debris and abandoned derelict vessel removal enabled them to secure these grants to address this and pay 100% cost of remediation.
- CivicPlus Love Where You Live Contest for 2023 - My intention is to make an announcement today about this contest with the Boards' concurrence. This is a contest that will run through November 15<sup>th</sup>. The winning community will be selected by a panel of CivicPlus judges. CivicPlus will donate \$1,500 to the winning community for us to donate to a civic organization of our choice, which I am recommending going to the Ocean City Beach Citizens Council which places the funding in a non-profit within our Town. This will be a contest to engage residents and visitors who are passionate about NTB. They would snap a photo that highlights what they love most; breathtaking sunset, historic landmark, community event and post it to Facebook or Instagram with the hashtag #LoveWhereYouLive and tag CivicPlus in the post. Full details will be provided with the official announcement. It's a great contest to celebrate the beauty and uniqueness of our Town and an opportunity to allocate some funding to a local non-profit organization.

**Announcements:**

- A Contractor's Open House is scheduled at Town Hall on June 15<sup>th</sup> at 10:00am. These meetings are held to invite contractors to hear about any upcoming changes in regulations from the Building Inspector and Planning Director, as well as have our software vendor do a tutorial on the permit process and answer any questions. I will be in attendance along with our Building Inspector, Planning Director and Permit Specialist.
- Turtle Talks have been scheduled again this year to be held every Tuesday at Town Hall from 9am to 10am here in the board room. This is a weekly educational session with members of the Karen Beasley Turtle Hospital and is free to attend.
- I am pleased to announce that Pender County received a National Association of Counties Achievement Award for the Beach Clean program that we collaboratively rolled out with Topsail Beach and Surf City as part of the Topsail Island Shoreline Protection Commission. This is a growing, evolving program that encourages beach patrons to Leave No Trace, by encouraging use of receptacles, reducing plastic and filling in holes on the beach.
- I reached out to Stacie Miles, Onslow County Deputy Director of Emergency Services about holding another hurricane preparation meeting here at Town Hall with Onslow County and the National Weather Service. I have provided some dates for this month and am waiting on confirmation on a suitable day/time. Once it is finalized, I will make the announcement. Prior to the official start of Hurricane Season, we met with our debris management contractor and monitor who came to meet with staff to discuss preparedness, planning and FEMA reporting requirements.
- The Ocean City Jazz Festival is coming up. June 30<sup>th</sup> is the kick-off party with the Festival Shows July 1st and July 2<sup>nd</sup>. Please check out the Ocean City Jazz Festival's Facebook page for tickets and details.

Open Forum

None

Public presentations and hearings

Coastal Engineer Monthly Report

Mr. Fran Way gave the following status update:

- Army Corps of Engineers/Channel Dredging and Phase I Placement completed Mid-March with 160,000 cubic yards.
- Hurricane Dorian Phase I FEMA Category G near Topsail Reef condos completed with 25,000 cubic yards at buildings 5, 6, 7 and 8.
- New River Inlet Management Master Plan Environmental Impact Study – Notice of Intent has been published and draft is underway.
- County Beach Access 4 – vegetation Sprigging Completed late May.
- State Grant Nourishment 325,000 cubic yards in Phase 4 and connects with Phase 5 truck haul to begin in fall/winter.
- Working with Finance Officer and Dec Associates regarding funding for FEMA and State funded projects.

Mayor Pro Tem Benson said he and Manager Derian had a conference call with Army Corps personnel and Dial Cordy representatives about two weeks ago to encourage them to move forward. There are six chapters in the Environmental Impact Study and the first three have been submitted and we were encouraged on that call that the Corps will get those reviewed. The remaining chapters will be in in the next two to three months. It is helpful for us to talk to them on a regular basis to keep them moving because they have multiple projects they are working on and it is important to stay in communication with them. It was a productive call.

Manager Derian said one of the positive takeaways from this meeting or opposed to recent meetings, is that they increased their staff significantly just recently. That has been a challenge for them.

#### Consent Agenda

- Minutes from March 15 budget workshop and April 5 regular meeting

**Motion** - Alderman Pletl motioned to approve the Consent Agenda.; seconded by Mayor Pro Tem Benson; unanimously approved.

#### Continuing Business

A. BISAC update - Chair Strother gave his report from the Beach, Inlet, Sound Advisory Committee (included in minutes) with the following highlights:

- Manager Derian provided the manager's update.
- The committee was advised that the Board of Aldermen had approved the contract submitted by TI Coastal for the thirty-year beach plan to include a strategic five-year plan for nourishment.
- We expect at the June meeting to get an update from Chris (Gibson, engineer) at where they are and an outline to be presented to this Board in August.
- We talked about the shrimp trawler rigging removal at the New River Inlet.
- Engineer Gibson gave us a presentation about North Carolina sediment criteria and we discussed the technical standards for beach sand, the granularity and how it is moved around for nourishment.
- Mayor Pro Tem Benson gave a report on the Topsail Island Shoreline Protection Commission April 28, 2023, meeting.

B. NCDOT Memorandum of Understanding (MOU)

Manager Derian stated since the last meeting she added this in the event we did receive the updated MOU from DOT. We have not received that. She contacted them and asked that they provide dates of deliverables with associated paid payments. She also asked them to state whether permit costs were included in the estimate of \$100,000. Her understanding is that right of way acquisition and utility relocation if needed would be additional costs. DOT responded that permit fees are included in the estimate and that utility relocation costs would be determined during the design phase. Hopefully, we will have the MOU by the July meeting.

Alderman Fontana said when he discussed this with DOT, the two major areas for utility location they had concerns about was in front of St. Regis and Villa Capriani.

Open Forum

None

Attorney report

None

Mayor report

None

Aldermen report

Mayor Pro Tem Bensons stated we just learned this week that our governor signed a bill introduced by Senator Lazarra that allows towns and counties to develop an ordinance to ban the abandonment of vessels in waterways. Topsail Island Shoreline Protection Commission (TISPC) plans to work island wide to develop similar ordinances that the three towns and two counties can approve to hopefully deter abandonment of vessels.

Aldermen Pletl stated turtle nesting season is underway with 15 nests island wide; five in North Topsail, five in Topsail and five in Surf City. Please turn off your ocean front lights at night. A lot of good things are coming up this month before the next meeting. Do not forget about the Ocean City Jazz Fest coming up.

Closed session

**Motion** - Alderman Fontana motioned to go into closed session at 11:38 am as per NCGS 143-318.11(3) and (5) consultation with the attorney and land acquisition; seconded by Mayor Pro Tem Benson; unanimously approved.

Return to open session and adjournment

Mayor McDermon stated no action was taken.

**Motion** – Mayor Pro Tem Benson motioned to return to open session and adjourn at 12:30 pm.; seconded by Alderman Fontana; unanimously approved.

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Joann McDermon, Mayor

ATTEST: \_\_\_\_\_  
Kate Winzler, Deputy Town Clerk