

SHALLOTTE BOARD OF ALDERMEN
ANNUAL RETREAT
APRIL 4, 2025
8:00 A.M. – 3:00 P.M.

The Shallotte Board of Aldermen met for their annual retreat on April 4, 2025 at 8:00 a.m in the council chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Gene Vasile, Larry Harrelson, Bobby Williamson, Jimmy Bellamy and Karmen Custer

Staff present: Mimi Gaither, Robert Waring, Megan Bellamy, Isaac Norris, Ashley White, Natalie Goins, Dan Formyduval, Corey Caison, Adam Stanley, Kirstie White, Paul Dunwell, and Justin Ward.

Mayor Eccard welcomed everyone to the 2025 Annual Board Retreat.

Town Manager, Mimi Gaither, reviewed retreat objectives and agenda, including expenditures, revenue projections, and historical trends.

Town Planner, Robert Waring, reviewed new projects noting development from all directions and attributed that growth to the Town providing sewer and fire services.

DEPARTMENTS

(Each department report has been attached as a permanent record)

HUMAN RESOURCES

- Noted 77% participation rate for Stay Interviews
- What we've been doing: salary study, new Town Hall, Supervisor training and employee development, appreciation (spot awards, luncheons, benefit fairs)
- 25/26 Goals: HR certification, benefits shopping, succession planning, training
- Future goals: ADA transition plan – suggests third party

ADMINISTRATION

- Finalize Riverwalk & Price Landing projects

- Keep Town Hall project on track
- Transition of Management – suggests allowing staff to have a voice in selection

FINANCE

- Automate budget process by purchasing new software
- Online customer service applications
- Explore emailing sewer bills

PLANNING

- Grant writer
- Code enforcement contract position – 1 day per week, majority in field
- Stormwater master plan

PARKS & RECREATION

- Increase events attendance
- Riverfest at Riverwalk
- Professional Development – leadership opportunities, NC3C conference

MAINTENANCE (STREETS, PARKS, SEWER)

- Replace Main St. fencing
- \$150K - Odor control at Mulberry lift station
- \$6K - small trailer for hauling materials
- Pumps line item increased to cover increases from manufacturer
- Continue preventative maintenance

FIRE

- Fire Study
- Critical tasks and response times
- Consider new fire engine
- Possible merger with Shallotte VFD
- Plan for next facility (to be determine by growth)

POLICE

- Achieve NC Accreditation status
- Have more officers complete certifications
- AXON camera system – 18 in car / 20 body (\$75K over next 5 yrs.)
- 6 patrol vehicles & equipment

BOARD OF ALDERMEN

- Traffic / Road issues
 - Wall St. Right turn only?
 - Frontage Rd. issues
 - Discussion with State officials
 - Limit driveway cuts
- Community Outreach
 - Website links
 - Newsletters (who is responsible for what, “did you know”)
 - Education (roles, limitations)
 - Outreach with HOA leaders
 - Staff attend community meetings
- Capital Projects
 - Riverwalk
 - Price Landing
 - Town Hall
- Strategic Planning
 - Define CIP goals

The Retreat was concluded with Mayor Walt Eccard thanking everyone for their hard work and dedication for such an informative session.

Respectfully submitted,

Natalie Goins
Town Clerk