

SHALLOTTE BOARD OF ALDERMEN

REGULAR MEETING

October 7, 2025

5:15 P.M.

The Shallotte Board of Aldermen met for a regular meeting on October 7, 2025 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Pro Tem Bobby Williamson presiding. Mayor Walt Eccard participated by phone.

Aldermen present: Gene Vasile, Karmen Custer, and Larry Harrelson

Aldermen absent: Jimmy Bellamy

Staff present: Mimi Gaither, Robert Waring, Brandon Eaton, Natalie Goins, Isaac Norris, Adam Stanley, Paul Dunwell, Dan Formyduval and Attorney Laura Thompson

I. CALL TO ORDER

Mayor Pro Tem Williamson called the meeting to order. A motion was made by Gene Vasile seconded by Larry Harrelson to open the meeting. Motion carried 4 yes 0 no.

II. INVOCATION & PLEDGE

Reverend Eichorn gave the Invocation followed by the Board and audience reciting the Pledge of Allegiance.

III. CONFLICT OF INTEREST

Mayor Pro Tem Williamson asked if any member of the Board had a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda. None stated.

IV. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Gene Vasile seconded by Karmen Custer to make the following amendments and approve the amended agenda:

Remove X. Closed Session

Motion carried 4 yes 0 no.

V. PUBLIC COMMENTS

VI. DEPARTMENT REPORTS

1. Police

2. Fire

3. Planning

4. Public Utilities

1. Bill Adjustments

A. Leaks

- Kimberly W. Hash (4910 Bridgers Rd. Unit 4)
- Village of Woodsong Neighbors Assn. (531 Sylvan St.)
- B. Nonpayment fee: Margaret Brown (4580 White St. Apt. 6)

A motion was made by Karmen Custer seconded by Gene Vasile to approve bill adjustments for Kimberly Hash and Village of Woodsong. Motion carried 4 yes 0 no

A motion was made by Larry Harrelson seconded by Karmen Custer to approve refunding the nonpayment fee to Margaret Brown. Motion carried 4 yes 0 no.

5. Finance

6. Media & Events

7. Administration

1. ABC Board Appointment

A motion was made by Gene Vasile seconded by Larry Harrelson to appoint Gordon Lewis to the ABC Board, appoint Chris Lane as Board Chair, and hold Allan Cheatham as an alternate. Motion carried 4 yes 0 no.

2. Resolution 25-12 Adopting New Personnel Policy Handbook

A motion was made by Gene Vasile seconded by Karmen Custer approving Resolution 25-12 adopting the new personnel policy handbook. Motion carried 4 yes 0 no.

8. Mayors Monthly Activities

Mayor Walt Eccard participating by phone provided updates on new dates for the Carolina Bays hearings. He stated he hoped to know more on the 2.4% pension contribution increase by the end of the week.

VII. CONSENT AGENDA

A motion was made by Larry Harrelson seconded by Gene Vasile to approve the following consent agenda items:

- A. September 2, 2025 Regular Meeting Minutes
- B. Direct the Clerk to "Investigate the Sufficiency Thereof and to Certify the Result of the Investigation" for the Following Annexation Request:
Annexation Petition: ANX 25-27
Parcel ID's: 1820004221 & 1820004201
Weyerhaeuser NR Company.
96.03 Acres +/-

Motion carried 4 yes 0 no.

VIII. PUBLIC HEARINGS

1. TXT 25-26 (Mobile Food Unit Update)

1. A motion was made by Larry Harrelson seconded by Karmen Custer to open the public hearing. Motion carried 4 yes 0 no.
Town Planner Brandon Eaton presented the text amendment which changes all instances of "food truck" or "push cart" to the more inclusive term "mobile food unit". The amendment adds language prohibiting mobile food units from being used as accessory kitchens for brick and mortar establishments.
2. Public Comments/Questions
3. A motion was made by Gene Vasile seconded by Karmen Custer to close the public hearing. Motion carried 4 yes 0 no.
4. Board Comments-Questions
Alderman Larry Harrelson asked for clarification about whether customers could bring food purchased from a food truck into an establishment. Planning Director Robert Waring clarified that would be allowed if a business were hosting a food truck.
5. A motion was made by Gene Vasile seconded by Larry Harrelson to approve the Board of Aldermen Statement of Consistency. Motion carried 4 yes 0 no.
6. A motion was made by Karmen Custer seconded by Larry Harrelson to approve Ordinance 25-26 amending the Town of Shallotte Unified Development Ordinance, specifically Article 10, Section 10-3(O). Motion carried 4 yes 0 no.

IX. DISCUSSION

1. Henry Bennett payment

Town Manager Mimi Gaither explained that an error had been made in calculating payment for an easement purchased from Henry Bennett for a 12-inch sewer line along Frontage Road. The payment should have been \$16,000 instead of \$2,200. A motion was made by Larry Harrelson seconded by Karmen Custer to approve the \$14,051.80 payment to Henry Bennett. Motion carried 4 yes 0 no.

X. CLOSED SESSION – REMOVED

XI. CONTRACT APPROVAL

Mayor Walt Eccard explained the contract with GFT Infrastructure was for research on the annual maintenance costs of the traffic signalization system on Main Street and to identify external funding sources. Town Attorney Laura Thompson highlighted the revisions that had been made to the standard contract. A motion was made by Karmen Custer seconded by Gene Vasile to approve the contract with GFT Infrastructure not to exceed \$10,000. Motion carried 4 yes 0 no.

XII. ADJOURN

A motion was made by Karmen Custer seconded by Gene Vasile to adjourn at 5:53 p.m. Motion carried 4 yes 0 no.

Respectfully submitted,

Natalie Goins, Town Clerk

DRAFT