



Town of Shallotte  
**ACTION AGENDA ITEM**  
2025

TO: Board of Aldermen

ACTION ITEM #:

MEETING DATE: 01/28/2025

FROM: Paul Dunwell, Fire/Rescue Chief  
EXT. #

DATE SUBMITTED: 11/08/2024

**ISSUE/ACTION REQUESTED:**

PUBLIC HEARING:  YES  NO

Requesting approval of Interlocal Agreement:  
Between Brunswick County and the Town of  
Shallotte; Fire Code Enforcement

**BACKGROUND/PURPOSE OF REQUEST:**

The Town of Shallotte and contracts Fire Code Enforcement with Brunswick County.

The Interlocal Agreement expresses the code enforcement services and terms by which those services will be provided by Brunswick County to the Town of Shallotte.

Staff is requesting approval of the Interlocal Agreement pending attorney review (requested November 2024) and in consideration of the following amendment.

**3. TERMINATION**

*a. FOR CAUSE. Notwithstanding the foregoing, County either party may terminate this Agreement upon fifteen (15) calendar days' written notice to Municipality if Municipality is in material breach of any provision herein and fails to cure the breach during the notice period.*

*b. WITHOUT CAUSE. County either party may terminate this Agreement at any time without cause by giving sixty (60) calendar days' written notice to Municipality.*

The recommended approval and the requested amendments do not change the scope of services currently being provided by the County Fire Marshal's Office to the Town of Shallotte. The amendments recognize equitable termination by both parties.

**FISCAL IMPACT:**

BUDGET AMENDMENT REQUIRED:

YES  NO

CAPITAL PROJECT ORDINANCE REQUIRED:

YES  NO

PRE-AUDIT CERTIFICATION REQUIRED:

YES  NO

REVIEWED BY DIRECTOR OF FISCAL OPERATIONS

YES  NO

**CONTRACTS/AGREEMENTS:**

REVIEWED BY TOWN ATTORNEY:

YES

NO

N/A

---

ADVISORY BOARD RECOMMENDATION:

---

TOWN MANAGER'S RECOMMENDATION:

---

FINANCE RECOMMENDATION:

---

ATTACHMENTS:

1. Interlocal Agreement
- 2.
- 3.

---

**ACTION OF THE BOARD OF ALDERMEN**

APPROVED:   
DENIED:

ATTEST:

CLERK TO THE BOARD

DEFERRED  
UNTIL: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

OTHER: