

**Town of Swansboro
Board of Commissioners
September 11, 2023, Regular Meeting Minutes**

In attendance: Mayor John Davis, Mayor Pro Tem Frank Tursi, Commissioner Pat Turner, Commissioner Larry Philpott, and Commissioner Jeffrey Conaway. Commissioner PJ Pugliese was absent.

Call to Order/Opening Prayer/Pledge

The meeting was called to order at 5:30 pm. Mayor Davis led the Pledge of Allegiance.

Public Comment

Citizens were offered an opportunity to address the Board regarding items listed on the agenda. No comments were given.

Adoption of Agenda and Consent Items

On a motion by Commissioner Philpott, seconded by Commissioner Turner, the agenda and the below consent items were approved unanimously.

- April 10, 2023, Regular Meeting Minutes
- April 24, 2023, Regular Meeting Minutes

Appointments/Recognitions/Presentations

Employee Introductions

Parks & Recreation Director Anna Stanley introduced Walker Edwards, the new Program Supervisor. She shared that he was a graduate of ECU with a degree in Parks & Rec Management and had worked the past 6 years with the City of Wilson.

Business Non-Consent

Projects/Planning Coordinator Rebecca Brehmer reviewed that a text amendment to section 152.016 Definitions of Basic Terms was needed to add a definition of "Marina". The text amendment was first brought to the board and a public hearing was held on August 28, 2023. The item was tabled to the next meeting, and staff was directed to consult with the Town Attorney to revise the wording related to the types of uses that could fall under a marina facility.

In response to inquires from the board, Planner Correll clarified that the definition of a Marina in the CAMA Land Use Plan will differ from the UDO because lakes & rivers have different attributes, and our UDO needs to clearly define for commercial establishments and uses.

Mayor Pro Tem Tursi recommended changing the definition as capture below and the board supported.

MARINA. A facility for the docking, mooring, berthing, or storage of marine vessels that also include, but are not limited to, a wide variety of accessory uses such as boat fuel sales, sales of boating supplies and equipment, boating related services, laundries, boat repair and rental, storage racks and dry storage of boats.

On a motion by Commissioner Turner, seconded by Commissioner Philpott, Ordinance 2023-O12 amending the Unified Development Ordinance to update Section 152.016 to include the definition for “Marina” with the above captured verbiage changes was approved unanimously.

Budget Ordinance Amendment #2024-3

Finance Director Johnson and Fire Chief Randal reviewed that the budget needed to be amended for acceptance of the 3% fire tax from Onslow County totaling \$92,842.77. The following appropriations of the additional funds was provided:

- Assistant Fire Chief – Training: \$51,400.99
(Initial Start of November 11 to FY End 23/24 including benefits)
- Overtime: \$11,441.78
- Part-Time Salary: \$30,000

On a motion by Commissioner Philpott, seconded by Commissioner Turner, Budget Amendment #2024-3 was approved unanimously.

Future Agenda Topics

Future agenda items were shared for visibility and comment. In addition, an opportunity was provided for the Board to introduce items of interest and subsequent direction for placement on future agendas. The following items were added for future review.

- Have EOC/PSB Committee on agenda for updates at every meeting.
- Future Closed Session under 143-318.11 (a)(3) attorney-client privilege.

Public Comment

Lisa Carpenter, an Onslow County Commissioner shared her appreciation with the Board of their services and looked forward to the completion of the EOC/PSB project.

Manager's Comments

Manager Webb had nothing further to report. She reminded those interested in participating as an entry in the Mullet parade to submit their applications.

Board Comments

Board members shared their appreciation for the Tunnel 2 Towers event, and it appeared to be very well attended and the safety of participants was visible throughout.

Mayor Pro Tem Tursi shared that he has originally supported the option to build the EOC/PSB next to Town Hall, however he had changed his mind and supported Option A (see attachment A to 8/28/2024 minutes) which was to renovate the existing building.

Mayor Davis shared that something needed to be done to get the EOC/PSB project moving along. He also shared his concern with the Seawall failure at the Mattox property and suggested seeking additional funding for the repair through the Onslow County Tourism Development Authority. Manager Webb indicated she would reach out to see about applying for such funding.

Adjournment

On a motion by Mayor Pro Tem Tursi, seconded by Commissioner Conaway, the meeting adjourned at 6:14 pm.

Regular Meeting September 11, 2023



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1. Please turn cell phones to "off" or "vibrate".

2. The Board offers the public three opportunities to speak during the meeting:

A comment period is offered at the beginning and end of the meeting. Please note that a separate opportunity is provided for those items requiring a public hearing.

Public Hearing(s) – There are no public hearings scheduled for this meeting.

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PUBLIC COMMENT

Citizen opportunity to address the Board for items listed on the agenda.

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AGENDA AND CONSENT ITEMS

Action Needed: Motion to Adopt the Agenda as prepared (or amended) and approval of the Consent Items

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Employee Introductions

**Presenter: Anna Stanley – Parks and Recreation Director &
Gerald Bates – Public Works Director**

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NEW BUSINESS/NON-CONSENT

Text Amendment to 152.016 Definitions of Basic Terms

A text amendment to section 152.016 Definitions of Basic Terms is needed to add a definition of “Marina”. The text amendment was first brought to the board and a public hearing was held on August 28, 2023. The item was tabled to the next meeting, and staff was directed to consult with the Town Attorney to revise the wording related to the types of uses that could fall under a marina facility.

Recommended Action: Motion to approve or deny Ordinance 2023-012 amending the Unified Development Ordinance to update Section 152.016 to include the definition for “Marina”.

Presenter: Rebecca Brehmer– Projects/ Planner Coordinator

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NEW BUSINESS/NON-CONSENT

Budget Ordinance Amendment #2024-3

The Budget needs to be amended for acceptance of the 3% fire tax from Onslow County.

Recommended Action: 1) Approve Budget Amendment #2024-3 totaling \$92,842.77; and

2) Appropriation of Additional Funds as provided below.

Item 1 - Assistant Fire Chief – Training: \$51,400.99

(Initial Start of November 11 to FY End 23/24 including benefits)

Item 2 - Overtime: \$11,441.78

Item 3 - Part-Time Salary: \$30,000 Total: \$92,842.77

Presenter: Sonia Johnson – Finance Director & Jacob Randall- Fire Chief

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NEW BUSINESS/NON-CONSENT

Future Agenda Topics

Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

Action Needed: Discuss and provide any guidance.

Presenter: Alissa Fender – Town Clerk

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PUBLIC COMMENT

Citizen opportunity to address the Board.

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MANAGER'S COMMENTS

Paula Webb, Town Manager

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BOARD COMMENTS

Mayor John Davis
Mayor Pro Tem Frank Tursi
Commissioner Pat Turner
Commissioner Harry "PJ" Pugliese
Commissioner Larry Philpott
Commissioner Jeffrey Conaway

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ADJOURN

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