

**Town of Swansboro**  
**Board of Commissioners**  
**April 9, 2024, Regular Meeting Minutes**

In attendance: Mayor John Davis, Mayor Pro Tem William Justice, Commissioner Pat Turner, Commissioner Jeffrey Conaway, Commissioner Joseph Brown, and Commissioner Douglas Eckendorf.

\*\*\*\*\*

**Call to Order/Opening Prayer/Pledge**

The meeting was called to order at 6:00 pm. Mayor Davis led the Pledge of Allegiance.

**Public Comment**

Junior Freeman of 108 Ridge Cove Lane shared that the Planning Board met on April 2, 2024, and unanimously denied recommendation to rezone the parcels requested because it was not consistent with the Land Use Plan. He further stated that he had appeared before the Planning Board multiple times and one of those times the rezoning was approved as OI (Office Institutional) but there was limited use. He expressed to the board that he would appreciate consideration to be heard in two weeks.

**Adoption of Agenda and Consent Items**

On a motion by Commissioner Eckendorf, seconded by Commissioner Turner, the agenda was amended to include Closed Session pursuant to NCGS 143.318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege and unanimously approved.

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

- October 23, 2023, Regular Meeting
- October 23, 2023, Closed Session
- November 27, 2023, Regular Meeting
- December 11, 2023, Organizational Meeting

**Appointments/Recognitions/Presentations**

*Recognition of Swansboro Middle School Girls Volleyball Team*

Mayor Davis recognized the girls Volleyball Team by presenting them with a proclamation for their outstanding performance and dedication for being undefeated for three consecutive seasons.

*Proclamation – Onslow County Senior Games*

Mayor Davis presented a proclamation for the Onslow County Senior Games. Parks and Recreation Director Anna Stanley shared that in the past three years Onslow County Senior Games had increased participation.

### *Employee Introductions*

Police Chief Dwayne Taylor introduced two new Officers, Kymberly Schott, who joined the department with five years of experience in law enforcement and one year as an investigator, and Officer Brennan McMullin who served in the United States Marine Corps and the Airforce. Mayor Davis administered the oaths of office to officers Kymberly Schott and Brennan McMullin.

### **Business Non-Consent**

#### *Direction on scheduling Public Hearing for Rezoning Request*

Interim Town Manager Barlow reviewed that per the board of Commissioners Policy #9, public hearings related to proposed changes in the official zoning map were authorized to be scheduled when supported by both the Planning Board and the staff, and direction was requested on scheduling the public hearing

The board agreed unanimously to schedule the public hearing for the rezoning request at the April 23, 2024, regular meeting.

#### *Fee Schedule amendment for Church Street Town Dock Fees*

Dock Master/Downtown Supervisor Justin Webb reviewed that a proposed fee schedule amendment for the Church Street Town Dock was requested to increase the usage rate from \$1.50 to \$2.00 per foot/per night and raising the power charge from \$5.00 to \$10.00 per night.

In response to inquiries from the board Dock Master/Downtown Supervisor Webb clarified the following:

- There were power pedestals on the dock that have been there since the dock was built, and they will need to be replaced in the near future.
- One power pedestal was currently damaged and would need to be replaced, this would help to offset the cost.
- Upon researching fifteen marinas between Oriental and Wilmington, the majority charge at least \$2.00 per day.
- The funds would go back towards the dock.

On a motion by Commissioner Brown, seconded by Commissioner Conaway the proposed fee schedule amendment for the Church Street town dock usage fees was unanimously approved.

#### *Digital Sign Discussion*

Finance Director Johnson shared that the digital sign had been inoperable for some time. Public works was able to locate a refurbished part and it had temporarily fixed the issue unfortunately it was unknown how long the temporary fix would work. The digital sign

was 10 years old, and had surpassed its life expectancy. Staff requested direction on replacing during the current budget or to place into consideration in the future budget.

In response to inquiries from the board, Finance Director Johnson clarified the following:

- The vendors staff had met with shared that the life expectancy of a digital sign was 7-8 years.
- 3 quotes had already been acquired for replacement.
- The quotes included a 6mm pixel sign which would make photos and graphics much clearer.
- There were not any ARP funds remaining to use for this purchase.

By consensus of the board, since the digital sign industry was so large, staff was directed to obtain additional quotes.

### **Future Agenda Items**

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 addressed:

- A budget meeting would be scheduled in the coming weeks

### **Public Comment**

Citizens have an opportunity to address the Board for no more than five minutes regarding items not listed on the agenda. No comments were given.

### **Board Comments**

Commissioner Brown recommended that we could possibly inquire with the vendor where the digital sign replacement part was purchased and if they stocked that part to possibly prolong the life of the digital sign a bit longer and replace the sign next year. Additionally, he also acknowledge Parks & Recreation Director Anna Stanley for bringing the Senior Games to Swansboro.

Commissioner Conaway apologized for missing the last meeting and thanked the staff for the flowers that were sent. Additionally, he expressed his satisfaction with the decisions that were being made by the board, the staff, and the advisory boards.

Commissioner Eckendorf shared that the staff was living up to the challenges and making progress on the decisions that the Board of Commissioners have put before them. He also commented on that fact that Swansboro had a surprisingly good athletic program and wanted to make sure that the board was building a future for them. He felt that the

board's support of "Project Coffee" for improvements in our industrial zoning area was a step in the right direction.

Board members shared their appreciation to staff for their hard work and for the citizens in attendance.

**Closed Session**

On a motion by Commissioner Conaway, seconded by Commissioner Turner the board entered into closed session at 6:37 pm pursuant to NCGS 143.318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.

Pursuant to a motion duly made and seconded in closed session the board returned to open session.

**Adjournment**

On a motion by Commissioner Conaway, seconded by Commissioner Turner, the meeting adjourned at 7:04 pm.

# Regular Meeting April 9, 2024



1

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.

2

# PUBLIC COMMENT

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

3

# AGENDA AND CONSENT ITEMS

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

4

# Recognition of Swansboro Middle School Girls Volleyball Team

Presenter: Mayor John Davis

5

# Proclamation Onslow County Senior Games

Presenter: Mayor John Davis

6

# Employee Introduction

**Presenter: Dwayne Taylor – Police Chief**

7

## NEW BUSINESS/NON-CONSENT

### Direction on Scheduling Public Hearing for Rezoning Request

Per the Board of Commissioners Policy #9, public hearings related to proposed changes in the official zoning map are authorized to be scheduled when supported by both the Planning Board and staff.

***Recommended Action:*** Provide direction to staff on scheduling a public hearing for the rezoning request.

**Presenter: Jon Barlow – Interim Town Manager**

8



## NEW BUSINESS/NON-CONSENT

### Fee schedule amendment for Church Street Town Dock Fees

A fee schedule amendment is proposed for the Church Street Town Dock, increasing the usage rate from \$1.50 to \$2.00 per foot/per night, and raising the power charge from \$5.00 to \$10.00 per night.

***Recommended Action:** Motion to approve the fee scheduled amendment to the Church Street Dock usage fees.*

**Presenter: Justin Webb – Dock Master/ Downtown Supervisor**

9

## NEW BUSINESS/NON-CONSENT

### Digital Sign Discussion

Discussion and direction on replacement of the digital sign.

***Recommended Action:** Discuss and direct staff on replacing the digital sign during FY 23-24 budget or submit for consideration in FY 24-25 budget.*

**Presenter: Sonia Johnson – Finance Director**

10

# NEW BUSINESS/NON-CONSENT

## Future Agenda Items

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: Aliette Cuadro– Deputy Clerk**

11

# PUBLIC COMMENT

Citizen opportunity to address the Board.

12

**MANAGER'S COMMENTS**  
Interim Town Manager

13

**BOARD COMMENTS**

Mayor John Davis  
Mayor Pro William Justice  
Commissioner Jeffrey Conaway  
Commissioner Douglas Eckendorf  
Commissioner Joseph Brown  
Commissioner Patrica Turner

14

## CLOSED SESSION

*Motion to enter closed session pursuant to NCGS  
143-318.11 (a) (3) to consult  
with an attorney employed or retained by the public  
body in order to preserve the attorney-client  
privilege.*

15

## ADJOURN

16