

Town of Swansboro
Board of Commissioners
November 26, 2024, Regular Meeting Minutes

In attendance: Mayor John Davis, Mayor Pro Tem William Justice, Commissioner Jeffrey Conaway, Commissioner Pat Turner, 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

Rob Johnson, 109 Woodleaf Lane in Jacksonville and a member of the Onslow County Soil & Water Conservation Board of Supervisors, addressed the board about water management and infrastructure, emphasizing the need for effective resource use to support growth and attract industry. He noted that the Richlands wastewater facility isn't reclaiming water as intended and highlighted local challenges with wells and the exploration of costly reverse osmosis systems. Mr. Johnson encouraged the board to consider alternative measures and offered to share his expertise on water and wastewater operations.

Adoption of Agenda and Consent Items

On a motion by Commissioner Turner, seconded by Commissioner Conaway, the agenda along with the below consent items was adopted unanimously.

- September 10, 2024, Regular Meeting Minutes
- September 10, 2024, Closed Session Minutes
- September 24, 2024, Regular Meeting Minutes
- October 5, 2024, Special Meeting Minutes
- October 22, 2024, Regular Meeting Minutes
- October 22, 2024, Closed Session Minutes

Appointments/Recognitions/Presentations

Recognition of John Davis, Mayor

Manager Barlow acknowledged Mayor John Davis for his leadership and service to Swansboro from 2017 to 2024. He reflected on their effective working relationship despite differing personalities and presented Davis with a swan statue as a token of appreciation to mark his contributions as mayor.

The board members expressed their appreciation for Mayor John Davis, highlighting his leadership, dedication, and ability to inspire others. They recalled shared experiences, his behind-the-scenes efforts during challenges like hurricanes, and his role in encouraging and supporting new board members. While they acknowledged occasional

disagreements, they emphasized his focus on serving the community and fostering collaboration. Each member shared personal gratitude for his impact and contributions to the town.

Mayor John Davis thanked the board and staff for their teamwork and efforts. He acknowledged disagreements but noted progress made together. He expressed appreciation to the Town Manager Jon Barlow for returning and recognized the contributions of everyone involved. More detailed comments will be made at the next meeting, which will be the last meeting he will participate in officially.

New River YMCA – Serving all of Onslow County and Beyond

Charlie Myers, CEO of New River YMCA, outlined the organization's growth and plans. The YMCA, currently serving 15 schools and running programs like summer camps and after-school care, is expanding with a new \$22 million facility at Gum Branch. This facility will feature a gym, an aquatic center with an eight-lane pool, fitness areas, and spaces for group exercise classes. The project is expected to open in early 2026, with no debt upon completion. Myers highlighted the YMCA's community-focused mission, including financial assistance for families who need it. The presentation he reviewed is attached herein with the PowerPoint presentation of the meeting.

In response to inquiries from the board, Mr. Myers provided the following details.

- The YMCA is willing to assist in establishing facilities or partnerships in areas like Swansboro and Sneads Ferry to address community needs. Initial steps include conducting a community needs assessment and a feasibility study to determine viability and specific requirements.
- Initial funding requires support from key community members, government officials, and grants. Partnerships with local organizations, such as schools and parks and recreation, could help expand programs like after-school care and summer camps without duplicating existing services.
- The YMCA's national office evaluates factors like population density and location feasibility (e.g., a 15-20 minute drive radius) to assess potential sites. An exploratory committee can help evaluate costs, identify donors, and plan the next steps.
- A branch could start small, using an existing building or a donated facility, and expand as the community's interest and resources grow.
- The YMCA believes the greater Swansboro area could support a facility, considering the population of surrounding communities and regional growth.
- The "C" in YMCA does stand for "Christian" and some YMCAs offering more spiritual education depending on the community's preferences.

While on the subject of recreational facilities, Mayor Davis spoke about the town's hope to rebuild and reopen the skate park. He shared that the legal cases involving the former park have been resolved. He proposed the idea of reallocating \$150,000 from pickleball courts and raising additional funds to create a cement-based park as part of a larger recreational complex, and in turn use the existing skatepark location for Pickelball Courts. Davis emphasized the importance of providing a safe space for kids and reaffirmed the board's commitment to reopening the skatepark.

Business Non-Consent

Appointment of Representative to ONWASA

Town Clerk Fender reviewed that the ONWASA's Board of Directors were appointed to three-year terms by the local governments in the service area. The Board was composed of eight members whose regular meetings are held bi-monthly at Jacksonville City Hall, 815 New Bridge Street, Jacksonville, NC. Mayor Davis currently served as the Swansboro representative, with his recent election to the county, another board member needed to be appointed to fill his term through December 2027.

On a motion by Commissioner Conaway, seconded by Commissioner Eckendorf, and with unanimous approval, Commissioner Brown was appointed to serve on the ONWASA Board of Directors

Public Safety Pay and Classification Study Results

Manager Barlow reviewed the Pay and Classification Study for Public Safety, initiated earlier in the year to address competitive compensation for law enforcement and fire department positions. The study compared Swansboro's salaries with those in similar towns, such as Holden Beach and Oak Island, focusing on 19 positions and 24 individuals. Findings showed that some salaries, particularly starting minimums, needed adjustment. The recommendations include implementing a \$67,000 pay adjustment this fiscal year, with the full impact reflected in the next budget cycle. New minimum salaries will serve as the hiring rate, with potential merit-based increases after probation. Barlow emphasized the importance of competitive pay for recruitment and retention, and board members commended the effort.

Commissioner Eckendorf expressed optimism about Swansboro's growth, highlighting five significant commercial capital improvements that could generate future revenue. He reaffirmed his commitment to strategic budgeting, including a two-cent tax reduction next year, supported by the town's strong financial position. Each tax penny represents \$71,000, and he is confident the necessary funds will be available to prioritize public safety and attract talent. While acknowledging the challenge of retaining all employees, he emphasized the town's role in fostering growth and competitiveness, even if some staff eventually move on.

Mayor Davis shared that he had been trying to accomplish an increase to public safety salaries for seven years and this plan finally gets their salaries closer to what they should be, even though it's still below federal levels. He urged approval of the plan, calling it one of the most important steps during his time as mayor.

On a motion by Commissioner Conaway, seconded by Commissioner Turner, with unanimous approval, the recommended Pay and Classification Plan revisions as presented with full implementation effective the first pay period in January 2025 was approved.

Monthly Financial Report as of October 31, 2024

Finance Director Johnson reviewed details from the monthly financial report, attached herein with the power point presentation of the meeting.

In response to inquiries from the board Mrs. Johnson clarified the following:

- Assured the board that the Emergency Management Department Budget would not go over budget, noting that a budget amendment for hours and reimbursements related to personnel that provided Hurricane relief assistance to Western North Carolina was forthcoming.
- Regarding the American Rescue Plan, she explained that funds must be obligated by December 31, 2026, and she planned to request authority for the town manager to allocate any remaining funds where needed. She clarified that some of the funds were saved for projects like Parks and Recreation and the splash pad, but the exact amount was minimal.
- Regarding the \$40,000 to be distributed to the previously designated 4 agencies to support Hurricane relief efforts, she was waiting on necessary documentation, such as W-9 forms, and would follow up to ensure completion.
- The town earns approximately \$36,000 monthly in interest and the North Carolina Cash Management Trust had earned about \$95,000 in interest to date. Board members suggested that this detail be reported regularly.
- Interest earned from Emergency Operation Center/Public Safety Building SCIF funds must be reinvested into the project.

Future Agenda Topics

Future agenda items were shared for visibility and comments. In addition, an opportunity was provided for the board to introduce items of interest and subsequent direction for placement on future agendas. No additional items were added.

Public Comment

Jamie Cushine Petani, Joyce Johnson, and David Johnson spoke against the future Flybridge development on Highway 24 in Swansboro, citing concerns about rapid growth straining infrastructure, traffic, schools, and emergency services. They

emphasized safety issues, including difficulties accessing emergency services due to understaffing and congestion. Additionally, they highlighted the lack of job opportunities to support the expanding population along with suggesting a moratorium on development.

Board Comments

Board members recognized concerns about fast growth and its impact on roads, schools, and emergency services. They noted that state control makes it hard to make local road improvements and encouraged residents to speak up to county and state officials. The board stressed the need for better planning, teamwork between local governments, and more community involvement to manage future development.

Mayor Davis requested that the Town Planner and Manager create a report for the board that would keep them updated on town news to stay ahead of social media discussions. He stated that the board will be involved in the reviews and approvals needed for apartment projects and emphasized the importance of the public understanding of the process. He reminded the board of their special joint meeting with the TDA and shared his thoughts that tourism funds should be used to support local nonprofits and acknowledged the board's decision to support police and fire services. He also stated his appreciation for the staff, his wife's support during his tenure as Mayor, and others for their contributions to the town's success.

Closed Session

On a motion by Commissioner Conaway, seconded by Commissioner Eckendorf, and with unanimous approval, at 7:56 pm the board entered closed session pursuant to NCGS 143-318.11 (a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

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

Adjournment

On a motion by Commissioner Eckendorf, seconded by Commissioner Conaway, the meeting adjourned at 8:42 pm.

Regular Meeting November 26, 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 John Davis, Mayor

Presenter: Jon Barlow – Town Manager

5

New River YMCA – Serving all of Onslow County and Beyond

Presenter: Charlie Myers – CEO New River YMCA

6



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MEETING THE NEEDS OF OUR COMMUNITY

NEW RIVER YMCA



7

ONslow COUNTY

Population: Approximately 218,321 people as of 2024

Ethnicity:

- White (Non-Hispanic): 61%
- Black or African American (Non-Hispanic): 13%
- Hispanic or Latino: 7%
- Other: 19%

Median Age: 24.5 years. *The youngest and one of the fastest growing communities in North Carolina*

Marital Status: 48% of individuals are married with 45% of households having children under the age of 18

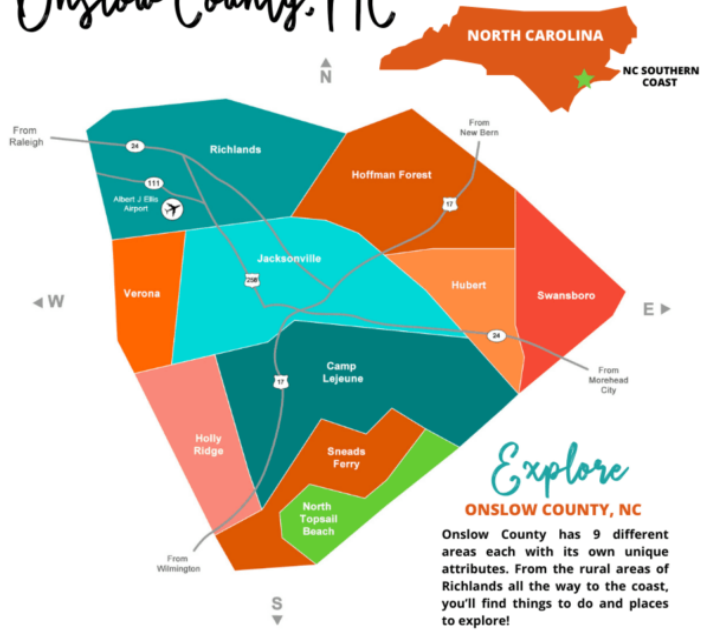
No Public Indoor Aquatic Facility in the county

Home to Marine Corps Base Camp Lejeune

9

9

Onslow County, NC



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11

JACKSONVILLE

Population: Approximately 72,879 people as of 2023

Ethnicity:

- White (Non-Hispanic): 53%
- Black or African American (Non-Hispanic): 18%
- White (Hispanic): 8%
- Other: 21%

Median Age: 23.2 years

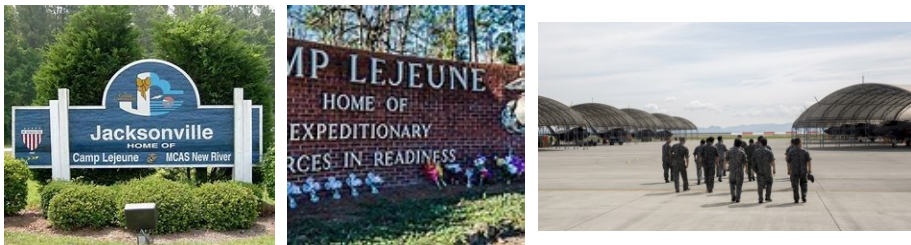
Marital Status: 46% of individuals are married with 51% of households have children under 18

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MARINE CORPS BASE CAMP LEJEUNE

Camp Lejeune in North Carolina is home to approximately 47,000 military personnel, including active duty, reserve, and civilian workers. This number includes around 34,000 Marines.

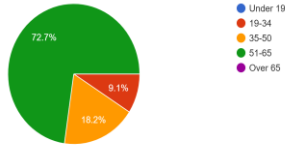


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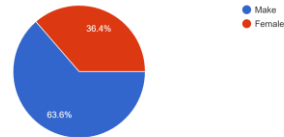
13

OUR YMCA BOARD

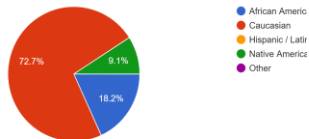
Age Range



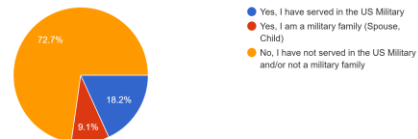
Gender



Race / Ethnicity



Veteran / Military Connection



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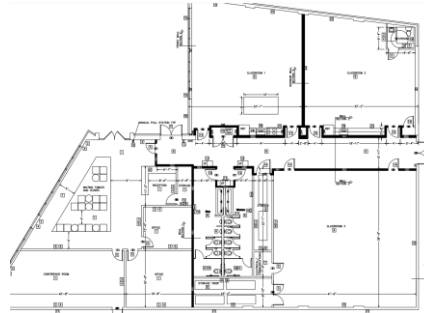
OUR YMCA HISTORY

- 2009- Initial Exploration for a YMCA in Jacksonville
- 2018- We were ready.
- 2019- Our first branch facility was born.
- 2020- COVID Response

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159 CHANEY AVENUE



16 | PRESENTATION TT

16

EXPANDING IN OUR OUR COMMUNITY

- 21st Century (100 students each year)
- BellXcel (Summer of '22 & '23 with 50 children)
- Growth of school sites (15 of the 22 schools).
- Annual Military Family Camp experience in partnership with the YMCA of the Triangle and the Armed Services YMCA.
- Girls on the Run and STRIDE serving 500 in 2023.

17

17

TODAY'S PROGRAMMING

- Converted our Original Facility to a Full Day Child Care Center and now serving as an Early Head Start program site.
- On-site Summer Day Camp (Gum Branch Road site and other school site locations) serving nearly 400 children.
- Serving meals to children through the Summer Food Service Program (SFSP) and Child and Adult Care Food Programs (CACFP).
- Teen Programming through Teen Employment and YMCA Youth and Government

18

18

COMMUNITY PARTNERS

- 4H
- Armed Services YMCA
- Cohen Military Family Clinic
- Food Bank of NC
- Girl Scouts
- Jacksonville City Government
- Jacksonville Fire Department
- Jacksonville Parks and Recreation
- Jacksonville Performing Arts
- Kirkwood
- Kiwanis
- LICC
- Lutheran Social Services
- MENAC
- NC Coastal Land Trust
- One Place
- Onslow County Government
- Onslow County Museum
- Onslow County Public Library
- Onslow County Schools
- Riverwalk Ballet
- Rotary
- Camp Seagull and Seafarer
- Sturgeon City
- TASCO
- Vet Center
- YMCA YESS
- YMCA NC Alliance
- YMCA of the USA



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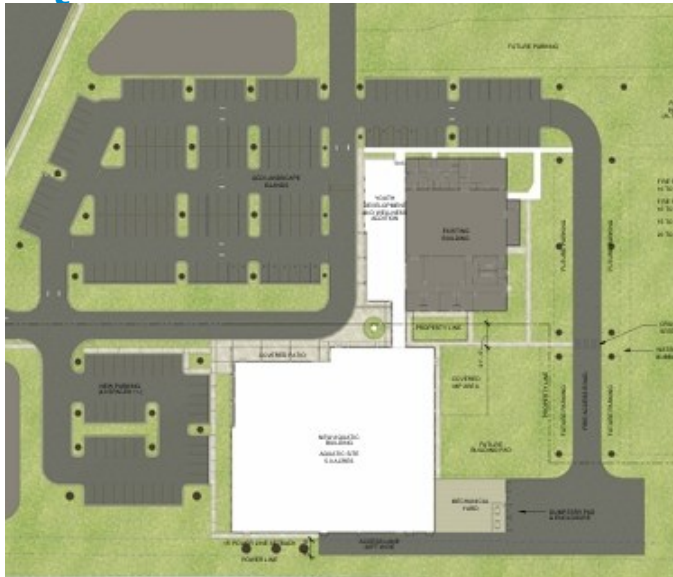
1940 GUM BRANCH ROAD



20 | PRESENTATION TITLE HERE | ©2011 YMCA of the USA

20

PROPOSED AQUATIC CENTER



21 | PRESENTATION TITLE HERE | ©2011 YMCA of the USA

21

STRATEGIC PRIORITIES- CAPITAL

- 1940 Gum Branch Road Property Main Facility.
- Aquatic Center (32,000 square feet).
The FIRST Public Aquatic Center in the County.
- Wellness, Childwatch and Multipurpose additions.

22

22

VIABILITY AND SUSTAINABILITY

NO Debt Philosophy

SAY YES TO YESS

Active Engagement with YESS (YMCA Enterprise Shared Services)

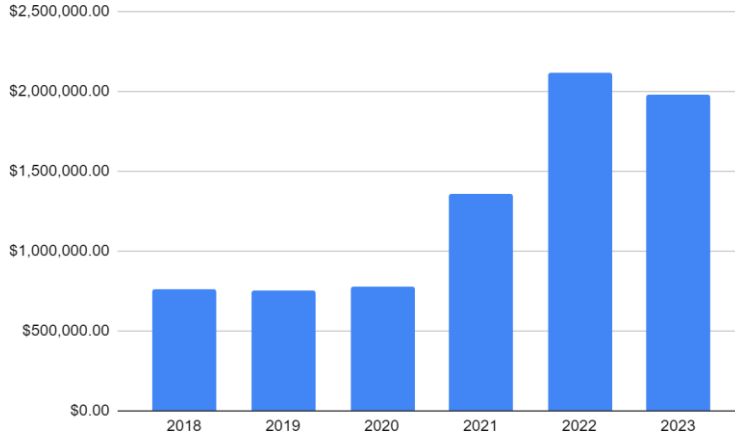
- Finance
- Human Resources
- Risk Management

23

| NEW RIVER YMCA CHARTER APPLICATION PRESENTATION ©2024 YMCA of the USA

23

VIABILITY AND SUSTAINABILITY REVENUE BY YEAR

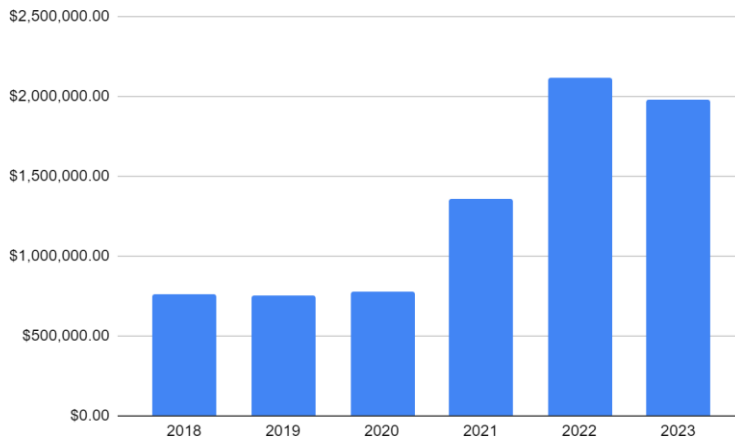


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| NEW RIVER YMCA CHARTER APPLICATION PRESENTATION ©2024 YMCA of the USA

24

VIABILITY AND SUSTAINABILITY REVENUE BY YEAR




25

| NEW RIVER YMCA CHARTER APPLICATION PRESENTATION ©2024 YMCA of the USA

25

VIABILITY AND SUSTAINABILITY

		Statement Of Financial Position Without Restrictions New River YMCA 9/30/2024	
		Without Restrictions	
Cash & Equivalents		\$	500,484
Pledges & Grants Receivable			16,829
Accounts Receivable			12,496
Prepaid Expenses			23,324
Fixed Assets, net of depreciation			1,284,473
	Total Assets		1,837,606
Accounts Payable			30,867
Accrued Expenses			12,793
Accrued Payroll Related Expenses			25,803
Deferred Revenue			186,374
	Total Liabilities		255,837
	Total Net Assets without Donor Restrictions		1,581,769
	Total Liabilities and Net Assets	\$	1,837,606

26

| NEW RIVER YMCA CHARTER APPLICATION PRESENTATION ©2024 YMCA of the USA

26

STRATEGIC PRIORITIES- PHILANTHROPIC

- **\$1.2 million Founder's Campaign (2018).**
- **\$20 million Capital Campaign (2023).**
- **\$150,000 Annual Campaign (2024 launch).**
- **Endowment (2025)- To be launched**

27

27

OUR COMMUNITY NEEDS US!



28

28

A blue background with the 'the Y YMCA' logo in the top left and the word 'QUESTIONS?' in large white text in the center.

29



**THANK
YOU**



30

Newest CAD

<https://a360.co/3UZU5xc>

Original CAD

<https://a360.co/4fhmQNJ>

31

NEW BUSINESS/NON-CONSENT

Appointment of Representative to ONWASA

ONWASA's Board of Directors are appointed to three-year terms by the local governments in the service area. The Board is composed of eight members whose regular meetings are held bimonthly at Jacksonville City Hall, 815 New Bridge Street, Jacksonville, NC. Mayor Davis currently serves as the Swansboro representative, with his recent election to the county, another board member will need to be appointed to fill his term through December 2027.

Recommended Action: *Make appointment to ONWASA Board of Director's*

Presenter: Alissa Fender, MMC – Town Clerk

32

NEW BUSINESS/NON-CONSENT

Public Safety Pay and Classification Study Results

At the request of the Town Board of Commissioners, a comprehensive Pay and Classification analysis of all sworn full-time law enforcement and Fire Department positions was conducted.

Recommended Action: *Approve the recommended Pay and Classification Plan revisions as presented with full implementation effective the first pay period in January 2025.*

Presenter: Jon Barlow – Town Manager

33

Town of Swansboro Public Safety Pay and Classification Study

This study included analyzing 19 Full time sworn law enforcement and Fire Department staff positions. A total of 24 individuals were included In the study.

For comparative purposes, the following municipalities were surveyed to collect current salary data:

Atlantic Beach	Ocean Isle Beach
Beaufort	Pine Knoll Shores
Emerald Isle	South Port
Jacksonville	

The total annual cost to implement the Plan as presented is \$135,086. If implemented in 2025 the cost for one-half of the fiscal year would be \$67,543.

34

NEW BUSINESS/NON-CONSENT

Financial Report

Presenter: Sonia Johnson – Finance Director

35

**TOWN OF SWANSBORO
FINANCIAL REPORT
(AS OF OCTOBER 31, 2024)**

REVENUES

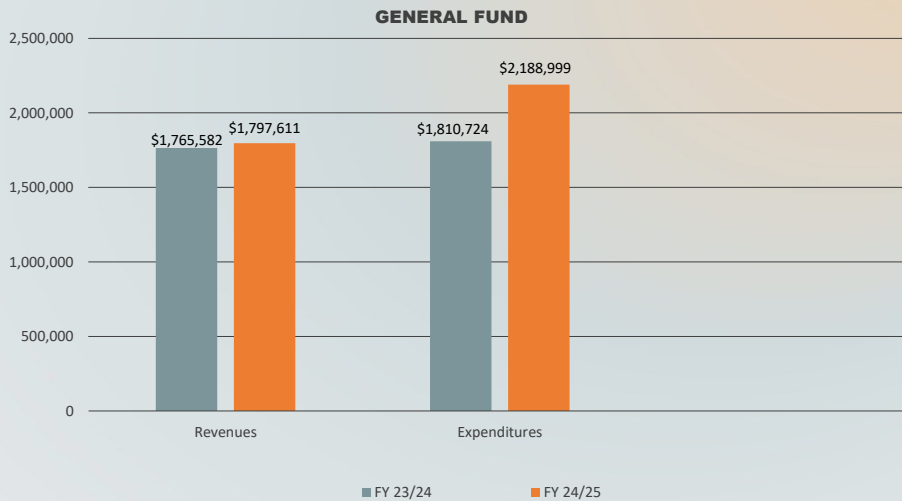
EXPENDITURES

LOAN PAYMENTS

INVESTMENTS

36

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF OCTOBER 31, 2024)**



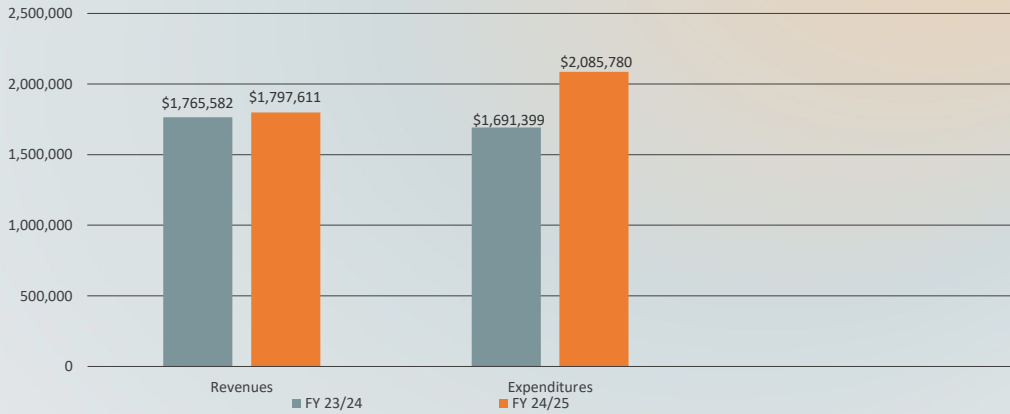
ENCUMBRANCES INCLUDED
Total Excess of Revenues Over Expenditures **-\$391,388**

37

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF OCTOBER 31, 2024)**

(ACTUAL)

GENERAL FUND



(ENCUMBRANCES NOT INCLUDED)

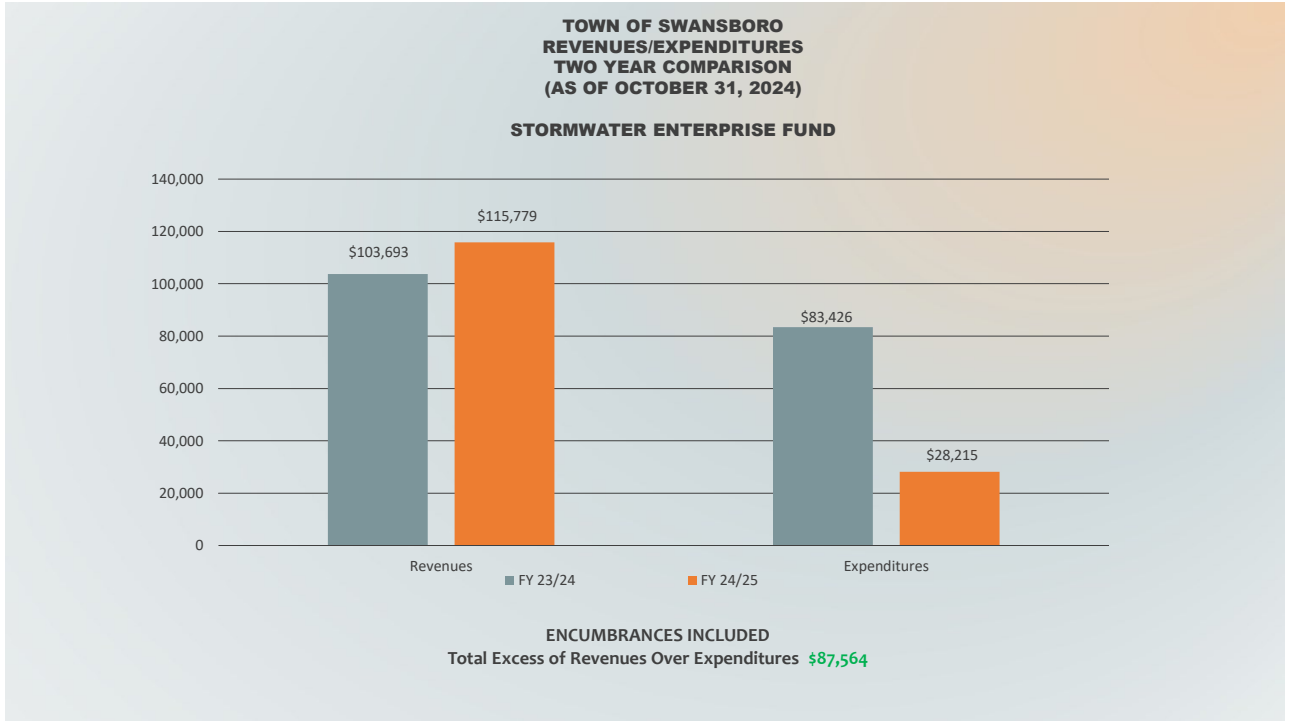
Total Excess of Revenues Over Expenditures **-\$288,169**

38

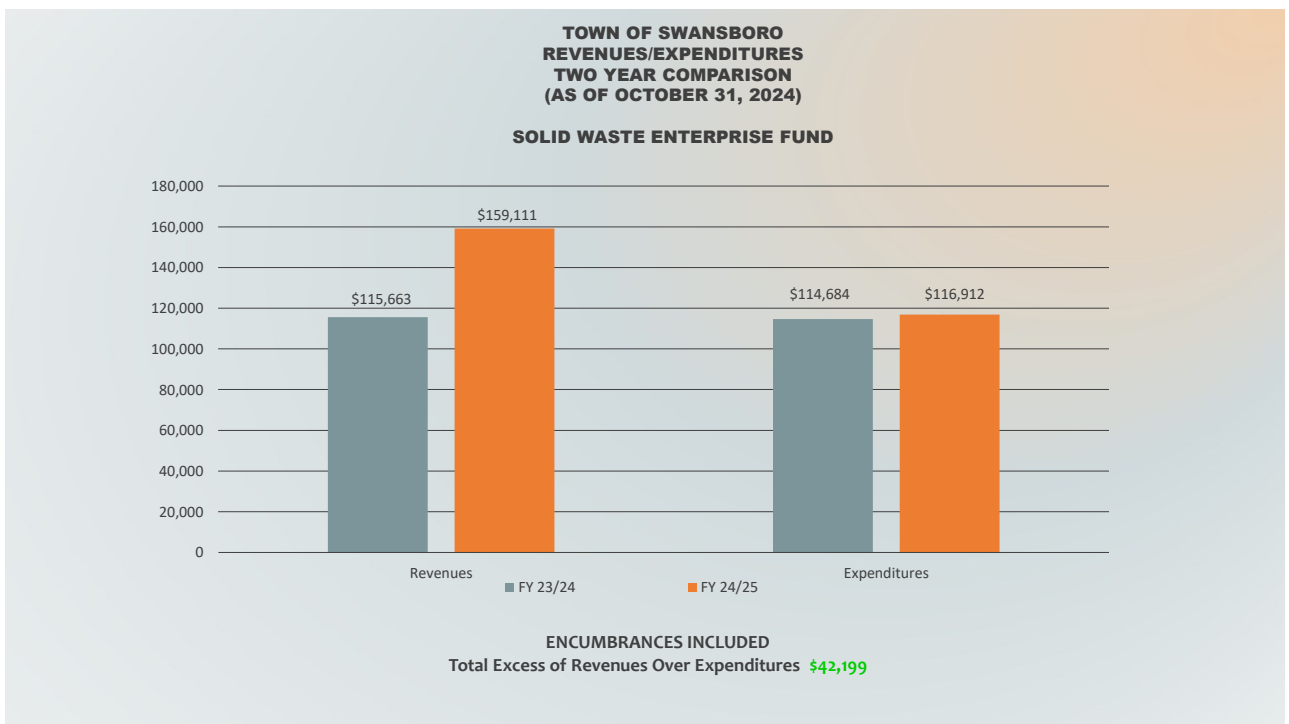
DEPT.	BUDGET	YTD ACTUAL	(PURCHASE ORDERS) ENCUMBERED BALANCE	SPENT % October 31, 2024
GOVERNING BODY	45,195	12,606	541	29.1%
ADMIN SERVICES	432,052	135,722	144	31.4%
FINANCE	315,178	80,011	250	25.5%
LEGAL	59,300	12,076		20.4%
PUBLIC BUILDINGS	379,723	73,607	18,579	24.3%
FIRE	2,013,046	496,092	18,628	25.6%
PERMITTING	288,270	120,571	1,450	42.3%
PLANNING	86,293	22,636		26.2%
POLICE	1,349,905	309,711	16,587	24.2%
PUBLIC WORKS-STREETS	1,498,086	226,769	30,848	17.2%
POWELL BILL-STREETS	191,791	77,754	461	40.8%
PARKS & RECREATION	486,086	96,552	9,442	21.8%
DOWNTOWN FACILITIES	130,326	25,671	860	20.4%
EMERGENCY MANAGEMENT	10,850	8,765	69	81.4%
FESTIVALS & EVENTS	134,635	55,188	4,820	44.6%
NON DEPARTMENTAL	612,764	332,048	541	54.3%
TOTAL	8,033,500	2,085,780	103,219	27.25%

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39



40



41

**TOWN OF SWANSBORO
LOAN REPORT
(AS OF OCTOBER 31, 2024)**

Item	Principal Balance	Interest Rate	End Date	Annual Debt Service
Town Hall/Tanker	\$317,275	2.69	03/21/2028	\$84,724
Public Safety Facility	\$40,000	2.58	12/22/2024	\$42,064
Fire Truck	\$92,139	2.08	11/01/2026	\$47,512
Sleeping Quarters	\$75,000	2.43	12/14/2026	\$28,038
Grapple Truck/Town Hall Generator	\$47,106	1.72	6/25/2025	\$47,917
Vehicles(Police & Fire Department) & Software	\$45,495	1.84	7/15/2026	\$23,377
Cab Tractor/Dump Truck	\$254,500	4.82	4/3/2029	\$58,491
Total Debt	\$871,515			\$332,123

42

**TOWN OF SWANSBORO
CASH & INVESTMENTS REPORT
(AS OF OCTOBER 31, 2024)**

CASH & INVESTMENTS

BANK	BALANCE	INTEREST RATE
First Citizens Bank	\$237,896	.05%
NC CMT-General	\$5,490,304	4.76%
TD Bank (SCIF Funds for EOC & Sidewalks)	\$9,382,242	4.70%

43

GRANT UPDATE

	Budget	YTD Expenditures	Encumbrances	Unencumbered
American Rescue Plan Act Fund	\$1,102,599	\$1,030,155	\$8,706	\$63,738
Swansboro Bicentennial Park Boardwalk Extension	\$302,800	\$156,440	\$0	\$146,360
Emergency Operation Center	\$9,296,291	\$20,673	\$0	\$9,275,618
Emmertton School Repairs	\$424,000	\$90,723	\$0	\$333,277
Stormwater Master Plan	\$400,000	\$96,895	\$0	\$303,105
Total Outstanding Grants	\$11,525,690	\$1,394,886	\$8,706	\$10,122,098

44

Any Questions

?

45

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: Alissa Fender – Town Clerk

46

PUBLIC COMMENT

Citizen opportunity to address the Board.

47

MANAGER'S COMMENTS

Town Manager
Jonathan Barlow

48

BOARD COMMENTS

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

49

CLOSED SESSION

Motion to enter closed session pursuant to NCGS 143-318.11 (a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract and (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee;

50

ADJOURN

51