



TOWN OF SURF CITY

June 16, 2023

WORK SESSION AGENDA

Agenda

9:00 AM / Friday, June 16, 2023

Surf City Municipal Complex, 214 W. Florence Way

Watch Virtually: www.youtube.com/townofsurfcity

Council Present:

Mayor Teresa B. Batts

Mayor Pro Tem Don Helms

Councilman John Koloski

Councilman Buddy Fowler

Councilman Jeremy Shugarts

Councilman Hugh Cannady

Staff Present:

Kyle Breuer, Town Manager

Carla Citarelli, Town Clerk

Brian Edes, Town Attorney

Amy Kimes, Community Development Director

James Horne, Emergency Management Director

Jason Lingle, IT Director

Chris Wright, IT Specialist

Jodi Shepard, Parks, Recreation, and Tourism Director

Melissa Moore, Finance Director

Phillip Voorhees, Police Chief

Curtis Citarelli, Fire Captain

David Price, Utilities Director

Chris Carter, Facilities and Grounds Director

Jeff Johnson, Police Captain

Call to Order – Mayor Batts

Invocation -Councilman Fowler

Pledge- Mayor Pro Tem Helms

Introductions & Welcome – Mayor Batts

Town Council Work Plan Items:

1. Pender County Emergency Management Update- *Tommy Batson, Emergency Management Director for Pender County. He gave a brief update from his office of what's been happening in the past couple of years. They have updated the Emergency Operations Center, all generators from portable generators, and added 4 additional weather stations in the county. In the coming year, they will add 2 new people. He went through a slide show regarding hurricane seasons.*
2. Resolution Surplus Items – *Presented by the Town Clerk, Carla Citarelli. Surplus items listed to be sold or disposed of. Consensus was given to move to July agenda.*
3. PD 5 Year Plan; Annual Staffing Analysis- *Presented by the Police Chief, Phil Voorhees. Completed analysis of 7 areas they want to focus on as a department. Professional development, technology and equipment, hiring and retention, community policing, natural disaster preparedness department policy, patrol analysis. Consensus was given to move forward with the 5 year plan.*

Part of the plan included an analysis of staffing and the needs. Captain Johnson assisted with the research to determine the hiring matrix that would be specific to the Town of Surf City. He does not want to get behind on staff and prefers to maintain without having to hire too many at one time to catch up. When hiring an officer, it also means adding uniforms and equipment, so these things have to be factored in. He then gave the formula they are using as well as comparisons to area towns. This includes total housing units that have been added. Mr. Fowler asked if he would also be using the census report. Mr. Shugarts asked if the census was accurate since it seems vague. Does it account for military? The chief said they would be using that number alongside the town's certificate of occupancy. Mr. Fowler explained that the census accounts for the address of residency at the time. Ms. Batts asked if the plan includes the rapid increase in numbers during the summer vs. the decline during the off season. Chief gave credit to Captain Johnson for putting together the plan and presentation.

Mr. Cannady clarified that the one-third rule that was referenced. He said while there are 3 jobs of the officers, there are importance levels, and those are not equal thirds. Mr. Koloski added that he has been pleased with the increased police presence in his neighborhood and he would like to see that continue.

4. PD Resolution Delegating Police Chief Authority - Onslow – *Chief Voorhees stated this was recently accomplished for Pender County and they'd like to do this for the Onslow County portion of the town as well.*
Motion made to approve by Mr. Helms, seconded by Mr. Koloski, all in favor, motion carried.
5. PD Interlocal Agreement Onslow Co. ABC Board – *This is in conjunction with the resolution above. If passed, it can be in place by Monday of next week. Motion made to approve the agreement by Mr. Helms, seconded by Mr. Koloski, all in favor, motion*

carried.

6. Budget Ordinance Amendment-Accommodation Fund Year End – *Presented along with the next 2 items by Melissa Moore, Finance Director. She is asking for approval today to make sure there are no overages for the fiscal year.*
7. Budget Ordinance Amendment- General Fund Year End-
8. Budget Ordinance Amendments- Water Fund Year End - *Motion made by Mr. Fowler, seconded by Mr. Helms, all in favor, motion carried.*
9. Flood Map CRS Update – *Presented by Amy Kimes, Community Development Director. Power Point attached to minutes.*
Ms. Batts confirmed that this information would be on our website and social media this week. Mr. Breuer added that the flood risk rating system has recently changed. In the past, we would've seen maps change and insurance rates affected. Now, they are evaluated on a true risk-based system. Generally, individuals with flood insurance may not be as affected vs. several years ago. We still use the flood maps for new construction, but you don't give that information when you get insurance. Those agents put that into a system to get rates. He advised speaking to your insurance agent to get the best answers regarding flood insurance. Mr. Edes reiterated that we do not set rates and that should be discussed with your agent.

Mr. Breuer reminded the council that he will be out next week and has delegated some authority in his absence.

Motion to adjourn made by Mr. Helms, seconded by Mr. Koloski. Motion carried.