



SURF CITY TOWN COUNCIL REGULAR MEETING AGENDA

Wednesday, July 5, 2023, 4:30 PM

Surf City Municipal Complex – 214 W. Florence Way

Stream Live: www.youtube.com/townofsurfcity

Council Present:

Teresa Batts, Mayor

Don Helms, Mayor ProTem

Buddy Fowler

Jeremy Shugarts

John Koloski

Hugh Cannady

Staff Present:

Hunter Kossover, Recreation Program Supervisor

sSusan Valiante, Recreation Administrative Supervisor

Lori Howard, Recreation Program Coordinator

Tabitha Lanier, Welcome and Event Center Coordinator

Bob Braxton, Athletic Program Supervisor

Jodi Shepard, Parks, Recreation & Tourism Director

Phil Voorhees, Police Chief

Allen Wilson, Fire Chief

Jason Lingle, IT Director

Amy Kimes, Community Development Director

Chris Wright, IT Specialist

David Price, Public Utilities Director

Carla Citarelli, Town Clerk

Kyle Breuer, Town Manager

Brian Edes, Town Attorney

Jeff Johnson, Police Captain

- I CALL TO ORDER - *Teresa B. Batts, Mayor*
- II INVOCATION – *Nathan Swartz, Chapel Bay Church*
- III PLEDGE OF ALLEGIANCE – *Greyson Koloski*
- IV SPECIAL RECOGNITION - *Parks, Recreation & Tourism Department – Jodi Shepard, Parks, Recreation and Tourism Department Director spoke about the department. She introduced the staff and also the members present of the Parks and Recreation Advisory Committee and Promotions, Special Events and Tourism Committee. She then recognized Bob Braxton for his recent certification. He obtained Certified Sports Youth Administrator, which is a very comprehensive*

certification and is an asset to the town's youth sports program.

Beautification & Enhancement Committee- Councilman Shugarts, the committee liaison, spoke about the committee. He recognized the members present and all the work that they do.

V PROCLAMATION - *Park & Recreation Month read by Mayor Batts and presented to the Parks, Recreation and Tourism Director Jodi Shepard.*

VI BEAUTIFICATION & ENHANCEMENT COMMITTEE AWARDS -
Business of the Month: *Saltwater Suites – No one present to accept award*
Home of the Month: *11 Shell Ct., VanBrunt Family – No one present to accept award*

VII MAYOR'S REMARKS -

We ask that all in attendance please set your cell phones to silent or vibrate mode. The Council offers the public an opportunity to speak during the meeting. Comments should be limited to three minutes each and must be directly issue oriented with agenda items for this meeting, or an issue upon which the Council has control.

Citizen speakers will be acknowledged in the order in which they sign up to speak and will address all comments to the Board as a whole and not one individual Council member. Speakers will address the Council from the speaker's podium at the front of the room and will begin their remarks by stating their name and address. Discussions between Speakers and members of the audience will not be allowed. Groups of individuals seeking to speak on the same topic of concern will need to pick an individual speaker to represent the group as whole. Public comment is not intended to require the Council to answer any impromptu questions. Speakers are expected to be civil in their language and presentation. Any comments where the primary purpose is to promote business or candidacy shall not be allowed.

In accordance with the Council's adopted Rules of Procedures, Council members shall reserve responses, if any, for the Council Forum on the agenda.

VIII ADOPTION OF THE AGENDA

Motion made by Mr. Helms to adopt the agenda, seconded by Mr. Koloski, all in favor, motion carried.

IX APPROVAL OF THE CONSENT AGENDA

Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Council.

1. *Approval of Minutes- June 6, 2023 & June 16, 2023*
2. *Resolution Surplus Items*

Motion made to approve consent agenda by Mr. Helms, seconded by Mr. Fowler, all in favor, motion carried.

X PUBLIC COMMENTS - *None*

XI NEW BUSINESS

1. *Zoning Ordinance Update Contract- Presented by Ms. Kimes, Community Development Director. The Agreement for Professional Services from WithersRavenel to complete the Zoning Ordinance Update was presented to Council. This contract covers the review and update of Appendixes A, B, and C of the Town Ordinances. It is within the*

budget that is included in Phase 1 and Phase 2 of the ordinance update funding. There were 4 firms that responded to the RFQ, and this one was chosen by staff.

Motion to approve the contract made by Mr. Helms, seconded by Mr. Koloski, all in favor, motion carried.

2. *Waterline Replacement Engineering Contract – Presented by Mr. Price, Public Utilities Director. An engineering contract for the replacement of the water line along N. Shore Drive, from Roland Ave to Dolphin Street. This is the third phase of a ongoing project that includes the addition of a high production well, new water lines along Hwy 50/210, a new sub-aqueous crossing and Roland Ave water line. The 4-inch water line along N. Shore Drive, installed in 1968, will be replaced with a 8 inch water line. After completion of the water line replacement the excavation area will be converted to a multi-use path. This project is funded through the ASADRA program. Staff recommend approval.*

Motion to approve the contract made by Mr. Fowler, seconded by Mr. Koloski, all in favor, motion carried.

- **XII MANAGER'S REPORT** - *Presented by the Town Manager, Kyle Breuer.*

- **Streets Project**

Town staff has made the decision to place the streets paving project on temporary hold. This is due to testing that needs to be performed in areas that the contractor has addressed. Once testing is completed and results are provided, we will decide as to the best path forward. This is inconvenient for our residents, but we want to make sure the job is completed to a level that the town expects.

The Contractor working on Charlie Medlin will need to complete a couple more sections where they had to cut the road towards the traffic circle, this work will be completed in the next couple of weeks. The Town plans on bringing in additional material to make improvements along Tortuga as that road has been rutted and there are several potholes.

- **Water Pressure Disruption**

Yesterday afternoon, water customers may have experienced a minor drop in water pressure. This was due to an operational adjustment and a valve not being opened all the way. The disruption lasted for about an hour, once staff was made aware the adjustment was made. July 4th was the highest water producing day in recorded history with 1.542 million gallons being produced. The previous record was 1.4 million gallons, which was set in 2019. Also, on July 4th, the Town began selling bulk water to ONWASA to assist with their system, over a 36-hour period, 415,000 gallons were sold. Staff from both sides continue discussions to seek a permanent arrangement for this service.

The water treatment plant operated at 59% of the overall production capacity.

Late this afternoon we were made aware of a water main break affecting Magnolia Reserve subdivision, staff is on scene right now assisting with the repairs and a code red has been issued. A precautionary boil water advisory will be in effect 24-hours after the repair is made.

- **Sewer Projects**

- *As you know we have several projects in the works to obtain additional effluent disposal for treated wastewater. The Town continues to work with DEQ on the speculative limits for design. We had a meeting on June 16th and they have proposed very strict limits to achieve. Additional upgrades will have to be completed at the wastewater treatment plant to be able to achieve the limits and the overall effluent capacity has been reduced from 3mgd to 2.32mgd. This has been a long process and we've faced a lot of challenges. We are at a point where we'll need to accept the limits provided but we'll want to wait to see how the Low Flow Discharge language will be interpreted by DEQ for potential application at Juniper*

*Swamp. Subsurface Irrigation: Pilot project expected to be under construction Fall 2023
High-Rate Infiltration: Currently having the same issues getting permitted as the discharge application. Limited by suitable land. Reuse: Limited amount of water would be counted toward capacity credit. Large upfront cost and still needs to be permitted through NCDEQ. Low-Flow Discharge (HB571): Still awaiting passage into law and NCDEQ's reaction. In the best scenario, this would allow Juniper Swamp to be utilized for far greater disposal.*

- ***S. Shore Stormwater Project***
 - *Staff, the Town's contractor, and NCDOT have all been working together on timing and execution of the S. Shore Stormwater projects. NCDOT will now be taking responsibility of installing the project elements that will be placed beneath the roadway, this is primarily due to the Department's scheduled resurfacing scheduled for S. Shore Drive this Fall. The remaining work will be bid and completed as soon as the NCDOT work is completed. The project will be released for bid Monday, July 10th, a pre-bid meeting will be held on Thursday, July 20th at 11am and the bid opening date will be held Wednesday, August 9th at 1pm here at Town Hall. A contract will be brought to Council for review and award following these dates.*
- ***USACE Project***
 - *The Corps contractor will be mobilizing if they haven't already, to perform additional vibracoring at the offshore borrow sites. They will be offshore drilling so please note if you see a vessel out there that's most likely what is going on. Vibracoring is done to analyze the sand sites to confirm their viability as we get closer to seeing a contract get let after Headquarters signs off on the Re-evaluation report.*
- ***Department Budget Summaries***
 - *Mr. Breuer delivered department budget summaries that cover the FY 23-24 timeframe. This provides a snapshot of each department's budget highlights as well as their high-level work plan that is developed as a part of the performance evaluation process. We're working on the final adjustments to the overall budget book which will be delivered and posted online in the very near future.*
- ***3rd of July***
 - *Mr. Breuer thanked council, staff, and all the volunteers that helped make our annual 3rd of July celebration a success. This also includes the mutual aid assistance we receive from surrounding law enforcement agencies. Parks, Recreation and Tourism, Jodi, Carla, and Amanda, show great leadership and coordination to make this event happen and it is appreciated.*

XIII TOWN ATTORNEY REPORT - None

XIV COUNCIL FORUM – *Mr. Koloski expressed his appreciation for the Parks, Recreation and Tourism Department, especially for their work for July 3rd. He also mentioned the volunteers. He also thanked his grandson for leading the pledge today.*

Mr. Fowler reiterated what Mr. Koloski said about July 3rd and how employees come together. He also thanked Mr. Koloski for how hard he works at all events. He said it couldn't have gone any better considering the amount of people. Infrastructure withstood the test as well. Mr. Fowler mentioned the new park that is in the works, including the skate park.

Mr. Helms thanked all of town staff for their hard work on July 3rd. Everyone did an outstanding job.

He is proud of everyone. Ms. Batts added that Mr. Helms works with the Fire Department as well as the Parks, Recreation and Tourism Department driving the school bus when he is needed.

Mr. Cannady complimented the July 3rd event and how well it went. He thanked everyone.

Ms. Batts thanked the community for being patient over the weekend. We are blessed to have a beach town that has many visitors that support the local businesses. She thanked Mr. Breuer for all that he does behind the scenes.

Mr. Helms made a motion to go into closed session pursuant to NCGS 143-318.11 (a)(3); attorney-client privilege.

Closed session began at 5:04PM.

At 5:36PM, Mr. Helms made a motion to come out of closed session, seconded by Mr. Fowler, all in favor, motion carried.

Ms. Batts noted that no action was taken in closed session.

XV ADJOURNMENT – *Mr. Fowler made a motion to adjourn the meeting, seconded by Mr. Helms, all in favor, meeting adjourned at 5:37PM.*