



TOWN OF SURF CITY

September 15, 2023
WORK SESSION AGENDA

Agenda

9:00 AM / Friday, September 15, 2023
Surf City Municipal Complex, 214 W. Florence Way
Watch Virtually: www.youtube.com/townofsurfcity

Call to Order – Mayor Batts
Invocation -Councilman Fowler
Pledge- Mayor Pro Tem Helms
Introductions & Welcome – Mayor Batts

Council Present:

Mayor Teresa Batts
Mayor ProTem Don Helms
Councilman John Koloski
Councilman Hugh Cannady
Councilman Buddy Fowler
Councilman Jeremy Shugarts

Staff Present:

Kyle Breuer, Town Manager
Carla Citarelli, Town Clerk
Brian Edes, Town Attorney
Melissa Moore, Finance Director
Allen Wilson, Fire Chief
David Price, Public Utilities Director
Chris Carter, Facilities & Grounds Director
James Horne, Emergency Management Director
Chris Wright, IT Specialist
Lydia King, Human Resource Director
Phil Voorhees, Police Chief

Motion to approve agenda made by Mr. Helms, seconded by Mr. Koloski, all in favor, agenda approved.

Town Council Work Plan Items:

1. *Fire Department Brush Truck Purchase Contract – Presented by Chief Allen Wilson. Brush Truck to be replaced. The order has been placed but the contract needs to be signed to move forward. Mr. Helms made a motion to approve, seconded by Mr. Koloski. Mr. Edes, Town Attorney noted there was a discrepancy in the year of the truck. That needs to be changed and initialed by all parties or a corrected contract signed. Chief Wilson agreed. Mr. Breuer also mentioned that this truck did come in under budget. Consensus to move forward.*
2. *Helbig Foundation Partnership – Presented by Chief Wilson A proposal to expand the ocean condition flag and flotation device program. The strategic plan includes this as a need and priority. He is looking for a consensus to move forward in identifying the procedures and details of the program rather than approval of the program. The foundation’s mission is to prevent drownings. The fire department wants to increase what they are currently doing but also improve it. They have 11 accesses currently that have condition flags and flotation devices and they want to expand it to every access in Surf City. This past Monday an off-duty rescue swimmer used a can (flotation device) to save a victim who has since recovered. The Helbig Foundation would put in an initial \$7,000 and continue with \$1,000 per year for maintenance. This is also a sponsorship program which the Helbig Foundation would handle. The sponsor would have no responsibility over the station; this would fall back on The Town. It allows the Town to focus on citizens and businesses that want to support the program and there is a tangible asset they can see. There are still going to be questions, but he would like to get consensus to move forward with looking into this.*

Mr. Fowler asked what the town’s monetary responsibility will be. Chief Wilson said the cost of implementing would be \$7,000, which the Helbig Foundation would contribute initially, and \$1,000 per year for maintenance for up to 5 years.

Mr. Koloski asked if this would be available to individual accesses; not public, that would allow purchase or sponsorship. Mr. Wilson said they have looked into areas where there is a great distance between public accesses. Once the gaps are identified, they will address that. Mr. Koloski asked if as an HOA, they could possibly have a station. Chief Wilson said the rescue staff would be checking this every day so they would have to make sure it’s added into the system. Mr. Koloski questioned the cost. Chief Wilson said approximately \$120 per can but bulk purchase may be better. Mr. Fowler said he does support the program.

Mr. Cannady asked if it actually costs \$7,000 or will the Town be expected to match that. Chief Wilson said the cost is \$7,000.

Mr. Shugarts questioned how the sponsorship works. Mr. Wilson answered and confirmed that the Town would not be involved in the sponsorships.

Mr. Cannady asked if the chief felt that these devices are simple enough for the average citizen to use. Chief Wilson said yes and that most people do not bring any type of flotation devices to the beach so this would be a way to offer that. Mr. Breuer added that they have discussed putting the condition flags on the actual station to bring attention to them. He reiterated that the sponsorships would go through the foundation, not the Town. He also mentioned that there is an Eagle Scout project in the works to add pertinent information to additional signage on the beach which would include a QR code to get people to more

current information when they come to the beach.

Ms. Batts confirmed they are looking for consensus to investigate more. Chief Wilson said they would come back with more information for more formal approval. Consensus was reached.

Mr. Edes asked to go back to the Brush Truck Contract. He would like to see a more definite dollar amount or a not to exceed amount in the contract, and Chief Wilson agreed.

- 3. Resolution – Digester – Presented by David Price, Public Utilities Director. In 2021, the Town received a 4 million dollar state appropriation from the American Rescue Plan Act to replace the digester at the wastewater treatment plant. This resolution allows us to formally accept the money into the budget. Mr. Helms made a motion to approve, seconded by Mr. Koloski, all in favor, motion approved.*
- 4. Resolution - LASII Funds – Resolution to accept \$400,000 in LASII grant funds. This would pay for agenda item #5. Motion made to accept by Mr. Helms, seconded by Mr. Koloski, all in favor, resolution approved.*
- 5. Stormwater Feasibility Contract- Contract with WK Dickson to finish out the Stormwater feasibility/enterprise contract. This will finish the study of the Del Mar area and looks at setting up the Enterprise Fund later in the fiscal year. This is an extension of the existing contract to cover additional work. There was consensus to move forward.*
- 6. Wastewater Treatment Plant Equipment- Presented by David Price. They need to replace existing equipment to make it compatible (digester project). They need to bid out the equipment. The wastewater treatment plant aerobic digester slash holding tank project design has been completed and we are waiting for final permanent approvals to aided to bid the project be able to complete the project. The design includes a new aerobic digester slash holding sludge holding tank that will provide redundancy to the current operation and provide storage during peak flow events. It does not provide additional capacity. For the bidding process an add deduct line item will be included in the bid form to provide a price to install the same manufacturer's equipment in a new digester that is in the existing digester. This will allow Surf City to choose between the competitive bid option for the digester equipment manufacturer or add deduct option once the bids are received based on the best interest of the Surf City wastewater treatment plant. Operations installing equipment from the same manufacturer as existing digester will provide redundancy of spare parts ease of integration with SCADA and processed modern monitoring and less variability and treatment process when operation switches between the tanks and staff needs consensus that we agree to go with the add deduct options that saves us from having to change out all the other stuff or make it uniform. Staff needs consensus. All were in favor.*
- 7. Budget Ordinance Amendment - S. Shore Dr. Stormwater Contract- Presented by Mr. Breuer. This item is to amend the S. Shore Dr. Budget by adding 175K to the project cost. The Town secured 2 grants amounting to \$770,100 which were to cover the estimated cost. Cost of labor and materials has increased significantly in a budget overrun of 175K. Due to the project's importance, the staff is seeking approval from the council. NCDOT has already gone back to seek out high impact funding and they have committed an additional \$280,000 to this project. They have seen a 44% cost increase for this project. There is no guarantee, but they will continue to seek additional funding sources.*

Ms. Batts asked when the project is expected to start. Mr. Breuer said they should've started cutting S. Shore this week, but he has not confirmed that. NCDOT will be stubbing

pipe to the project sites for us to connect to them. 150 days for substantial completion, 180 days for full completion.

Mr. Breuer said they hope to get a contract back to the Council by October.

There was consensus by the Council to move forward.

Motion to adjourn made by Mr. Koloski, seconded by Mr. Helms, all in favor, meeting adjourned. 9:33AM