



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

October 21, 2024

Board of Commissioners Present:

Mike Allen, Mayor
Chuck Bost, Mayor Pro Tem
Hunter Smith, Commissioner

Board of Commissioners Absent:

Morgan Mehler, Commissioner
Ryan Merrill, Commissioner

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Chad Staradumsky, Town Planner
Ian McLeod, Event Coordinator
Brenda Williams, Finance Clerk
Kerry Wooding, Deputy Finance Officer
Kemmy Goodson, Town Accountant
Norwood Blanchard, Town Attorney

Others Present to Address the Board:

Cheryl Zuraitis, 554 Southampton Pl, Belville, NC 28451

ITEM # 1 – CALL TO ORDER

Mayor Mike Allen called the October 21, 2024, Regular Meeting to order at 6:30 p.m., welcomed all. A quorum was present.

ITEM #2 – INVOCATION / PLEDGE OF ALLEGIANCE

ACTION – Mayor Allen led the invocation asking for prayers for Western North Carolina as they recover from Hurricane Helene, and for their losses. The invocation was followed by the Pledge of Allegiance to the flag.

ITEM #3 – APPROVAL OF THE AGENDA

Mayor Allen requested to add Presentation ITEM #6a for our Town Attorney.

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to approve the Agenda with the change indicated. **VOTE WAS UNANIMOUS.**



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ACTION – Commissioner Hunter Smith **MADE THE MOTION** to excuse Commissioner Morgan Mehler and Commissioner Ryan Merrill. **VOTE WAS UNANIMOUS.**

ITEM #4 – APPROVAL OF CONSENT AGENDA

- a. Approval of the September 30, 2024, Regular Meeting Minutes
- b. Tax Collector Report
- c. Finance Report
- d. Code Enforcement Report – Street Maintenance Report
- e. Planning Activity Report
- f. **Events Report**
- g. **R24-44 Resolution by the Belville Board of Commissioners Declaring November as Diabetes Awareness Month**
- h. After Action Report – Brunswick Heritage Ride
- i. After Action Report – Fall Festival

ACTION – Mayor Mike Allen **MADE THE MOTION** to approve the Consent Agenda with the change indicated, removing the Events Report. **VOTE WAS UNANIMOUS.**

ITEM #5 – PUBLIC COMMENTS

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to open the Public Comments. **VOTE WAS UNANIMOUS.**

Mrs. Cheryl Zuraitis, 554 Southampton Place, Belville, NC addressed the board to talk about businesses in Beville, which claim they are in Leland. She would like to change that and discussed the zip code and the actual address of Belville and would like to make it clearer for residents.

Mayor Allen commented that he would like nothing better, and perhaps Mrs. Zuraitis can help with this effort. Town Manager Athina Williams shared a social media post identifying one of our **Belville Business of the Week** posts, and shared that we have an initiative to highlight each Belville Business on social media.

Mrs. Cheryl Zuraitis' other suggestion is installing a convex mirror which she described as a solution so that people could see around the curb when they are trying to get out of their driveways on Hwy NC133. Discussion ensued.

ACTION – Mayor Mike Allen **MADE THE MOTION** to close the Public Comments. **VOTE WAS UNANIMOUS.**

ITEM #5a – PRESENTATIONS

- a. **ACTION** – Commissioner Hunter Smith **MADE THE MOTION** to approve **R24-45 A Resolution by the Belville Board of Commissioners Expressing Sincere Appreciation and Gratitude to Town Attorney Norwood Blanchard of Crossley, McIntosh & Collier for His Many Years of Service and Dedication to the Town of Belville.** **VOTE WAS UNANIMOUS.**

Mayor Mike Allen presented Attorney Norwood Blanchard with the resolution and gift and told Norwood how much we rely on him and appreciate his service.



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ITEM #6 – PUBLIC HEARING

The purpose of the Public Hearing was to incorporate and review the Town of Belville's Major and Minor Site Development and Subdivision Definitions.

Planner Chad Staradumsky relayed to the Board that the Belville Planning Board has reviewed the Town of Belville's Major and Minor Site Plan Developments and Subdivision Definitions to better separate the Site Development proposals and Subdivision proposals. The Planning Board has a Consistency Statement which recommends that the Board of Commissioners approve the text amendments to Article 3, Definition of Terms, Article 9, Review and Approval Procedures, and to the Subdivision Ordinance. Those amendments appear in red in your Agenda Packets. Mr. Staradumsky explained that a **Major Site Plan** will be defined as Multi-Family Dwellings with more than forty Multi-Family Dwelling units, or a **Major Site Plan** Non-residential development with a total building floor area of 15,000 square feet or more. The **Minor Site Plan** would be less than 40 dwelling units, a residential development such as single family, or non-residential development project with less than 15,000 square feet and may include accessory structures such as fences, wall, piers, decks, stairs and/or signs. The Subdivisions were further separated to define **Major Subdivision** as a division of tract of land into ten (10) or more lots, and **Minor** being nine (9) or fewer lots.

Planner Chad Staradumsky proposed the text amendments for approval and indicated that a Consistency Statement for the Board of Commissioners is also provided. Discussion ensued.

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to approve the text amendments to Articles 3 and 9 and the Subdivision Ordinance as proposed, and to approve the Consistency Statement. **VOTE WAS UNANIMOUS.**

ITEM #7– OLD BUSINESS

- a. Belville Riverwalk –
Event and Outreach Coordinator, Ian McLeod, gave an update on the Belville Riverwalk Improvements and events. The new garage now has the electricity approved, and we are creating office space, and allowance for a future bathroom. The Fall Festival was very well attended with about 3,145 people. The last two weekends had events by others: the Brunswick County Intracultural Festival and North Brunswick Chamber of Commerce's Beer, Bands and BBQ. We have the Trunk-or-Treat and Movie Night coming up this weekend. After the first event, we will have face painting, Mimi & Papas, and Hwy 55, with the movie around 6:45 p.m. We also have the Belville Classic Golf Tournament coming up at Magnolia Greens on Monday, Oct 28th. Commissioner Hunter Smith asked if the Feast of the Pirates event would be rescheduled, but Ian McLeod replied, they will skip it this year as most of the dates were already booked. They will plan it for next year with a rain date.
- b. Project Updates –
 - *Multi-use Path*
Town Manager Williams commented on the progress on the Multi-use Path and indicated that we are working with H2GO to provide a water station at a mid-point on the path. We have applied to WMPO seeking additional funding for the gap as part of the Gullah Geechee trail.



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- *Belville Riverwalk Phase II* – We hope to hear from CAMA soon regarding the stormwater and erosion permits, as this project has ‘express permitting.’
 - *Stormwater Feasibility Study* is still in progress. We partnered with WithersRavenel on this project, who is providing some detailed maps which will be useful going forward.
- c. Discussion on Speed Limit NC133
Mayor Mike Allen commented that we are looking into the speed limit and will request a traffic study plan. NCDOT is planning to widen NC133, but with the heavier traffic, the solution is to slow down. Mayor Allen is hoping the presence of the State Troopers here will help with safety and encourage those to reduce their speed.

ITEM #8 – REGULAR AGENDA

- a. *Transportation Update*
- b. *Town Hall Relocation Update*
Town Manager Athina Williams provided an update on the Town Hall Relocation, and indicated that we hope to move soon. The new space, located at Waterford is on the Second floor, Suite 200 has been recently painted and we are moving furniture over. Still doing renovations here and the painting will soon be complete. Next step is to get the phone and internet connected, a move date has not yet been set. We will have a Grand Opening for the Highway Patrol, District Office Troop B.
Commissioner Hunter Smith commented that he would like to thank everyone that has participated in the move, as this is a big undertaking.
- c. *Maintenance Agreement with Westport Lofts*
Mayor Mike Allen described the clearing that has been accomplished on the river side across from Westport Lofts, and the maintenance agreement, and thinks this will be something we can all enjoy.

ITEM #9 - CLOSED SESSION

- a. **N.C.G.S § 143-318.11(a)(3) – To consult with the attorney including litigation and N.C.G.S § 143A-158.1(1) – To discuss matters relating to acquisition of property.**

ACTION – Commissioner Hunter Smith **MADE THE MOTION** to go into closed session. **VOTE WAS UNANIMOUS.**

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to return to open session. **VOTE WAS UNANIMOUS.**

ITEM #10 – OTHER ITEMS AND REPORTS

- a. Town Attorney Norwood Blanchard – informed all that in the Closed Session we discussed ongoing litigation, and possible land acquisition, but no action was taken in the Closed Session.



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- b. Board of Commissioners – None
- c. Mayor Pro Tem - None
- d. Mayor – Mayor Allen thanked everyone for attending.
- e. Town Manager – Thanked everyone who has been helping us move.

ITEM #10 – ADJOURNMENT

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to Adjourn the Meeting. **VOTE WAS UNANIMOUS.**

Minutes Compiled by Sharon A. Niemann

SIGNED:

Mike Allen, Mayor



ATTEST:

Sharon A. Niemann, Town Clerk