



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2026

Board of Commissioners Present:

Charles Bost, Mayor
Ryan Merrill, Mayor Pro Tem
Morgan Mehler, Commissioner
Hunter Smith, Commissioner

Board of Commissioners Absent:

None

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Chad Staradumsky, Town Planner
Brenda Williams, Deputy Town Clerk/ Finance Clerk
Jace Sanchez, Administrative Assistant
Vince Matthews, Director of Communications
Norwood Blanchard, Town Attorney
Charles Baldwin, Town Attorney (joined by telecommunications)
Adrienne Harrington, Planning Consultant

Others Present to Address the Board:

John Clark, 703 Albemarle Place, SE, Belville, NC 28451

ITEM #1 – CALL TO ORDER

Mayor Charles Bost called the January 27, 2026, BOC Regular Meeting to order at 6:00 p.m. A quorum was present.

ITEM #2 – INVOCATION

Mayor Pro Tem Ryan Merrill led the invocation requesting wisdom to make the right decisions for the Town and protection of those who serve.

ITEM #3 - PLEDGE OF ALLEGIANCE

Mayor Charles Bost led the Pledge of Allegiance to the flag.

ITEM #4 – WELCOME/ANNOUNCEMENTS



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Mayor Bost welcomed everyone and thanked them for attending the meeting.

ITEM #5 - APPROVAL OF THE AGENDA

Mayor Charles Bost suggested a few changes to the Agenda, moving Resolution R26-02 for Vince Matthews from the Consent Agenda to the Regular Agenda Item #8b. He also advised the Board that we are moving Adrienne Harrington's presentations to the beginning of the meeting, due to time constraints. Ms. Harrington will present both the Projects Update and the Stormwater Feasibility Study.

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to approve the Agenda with the recommended changes. **VOTE WAS UNANIMOUS.**

ITEM #6 – APPROVAL OF THE CONSENT AGENDA

- a. Approval of the December 15, 2025, BOC Ceremonial Proceedings Regular Meeting Minutes
- b. Tax Collector Report
- c. Finance Report
- d. Planning Department Report and Code Enforcement Report
- e. Special Events Report – Park Maintenance Report
- f. After Action Reports
 1. AAR - Fall Community Yard Sale
 2. AAR – September Movie Night
 3. AAR – Fall Festival
 4. AAR – Trunk Or Treat
 5. AAR – Veterans' Day
 6. AAR – Glow Night Mini Golf
 7. AAR – Christmas Holiday Market and Christmas Tree Lighting
- g. **R26-01 A Resolution of the Belville Board of Commissioners Urging Robust Mitigation, Long-term Monitoring, and Adaptive Management for the Wilmington Harbor 403 Project.**

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to approve the Consent Agenda as it was amended. **VOTE WAS UNANIMOUS.**

ITEM #7 – PUBLIC COMMENTS

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



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ACTION – Mayor Charles Bost, asked if anyone would like to speak during the Public Comments.

Mr. John Clark, a resident of the Olde Towne neighborhood in Belville, expressed his concern over the frequency of traffic accidents occurring on US Highway 17 in front of the Walmart shopping plaza, and indicated he is preparing a letter for NCDOT to address the increase in traffic incidents in that area and also on Ploof Rd, and Westgate Drive. Mayor Charles Bost agreed that there are traffic concerns in the area and added that NC133 also has accident-prone areas.

Mr. Clark mentioned he has reported the problem to both Town of Leland and NCDOT, and each claimed it the other one's problem. Mr. John Clark believes this is a serious issue and would like to have the Town of Belville's support. Mr. Clark suggested that residents write letters urging leaders to reduce or eliminate accidents in these areas.

Joe Henson, Chairman of the ABC Board reported that the ABC Board will be purchasing the land adjacent to the Circle K for the new ABC Store this month.

Mayor Chuck Bost called Vince Matthews, Parks and Recreation Chairman and Communications Director to come forward, and read Resolution R26-02 thanking Vince Matthews for his contributions to the Parks and Recreation Board, help in planning events and festivals, emceeing events, and providing website and Audio-visual assistance over the past three years. He was presented with a large, framed resolution with photos commemorating his time at Town of Belville.

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to approve **R26-02 A Resolution by the Belville Board of Commissioners Expressing Thanks and Appreciation to Vince Matthews for Service and Dedication to the Town of Belville Over the Last Three Years. VOTE WAS UNANIMOUS.**

Mayor Charles Bost shared another announcement: "One of our Commissioners became betrothed," He congratulated Commissioner Morgan Mehler on his marriage to Raquel, and presented him with a wedding gift from the Town.

ITEM #8 – PRESENTATION

a. Stormwater Feasibility, Transportation & Project Update

Planning Consultant Adrienne Harrington informed everyone that the second round of public engagement for the WMPO's Safety Action Plan is in progress, and encouraged everyone to complete the survey until February 15th at <https://www.wmpo.org/safetyactionplan/>.



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Adrienne Harrington gave a synopsis of the Stormwater Feasibility Study, which was recently completed by our engineering firm, WithersRavenel. This study was a compilation of data which inventoried the flooding risks and hazard areas in the town and developed a prioritized project list. The detailed study developed mitigation strategies, recommendations and analyzed costs for an improvement plan. Next month, WithersRavenel will be looking for approval of the study. Discussion ensued about educating the public on their responsibilities to clear the ditches on their property. Mr. John Clark asked if NCDOT is responsible for improvements? Adrienne Harrington answered that NCDOT has already made initial improvements, and they have been very cooperative with the study.

Ms. Harrington also updated the board on the Riverwalk Extension. The pilings for the riverwalk had to be driven and installed before the February 1st moratorium, so the contractor, TD Eure, is currently finishing them up.

ITEM #9 – APPOINTMENTS

a. ABC Board Vacancy

Mayor Charles Bost informed everyone that we are postponing consideration of the ABC Board appointment until next month, as we now have three vacancies, and he wanted to give everyone the opportunity to apply. Besides the ABC Board, we will appoint one person to fill a vacancy on the Parks and Recreation Board and one person to fill a vacancy on the Board of Commissioners. Mayor Pro Tem Ryan Merrill inquired about the person on the ABC Board who may expire. Mayor Charles Bost determined that Ms. Tilita 'Lee' Alexander will remain in her position on the ABC Board on a month-to-month basis, until this position is filled.

ITEM #10 – PUBLIC HEARINGS

a. Public Hearing #1

Town Planner Chad Staradumsky explained that the purpose of Public Hearing #1 is for consideration and action upon proposed text amendments to the Zoning Ordinance, Articles 3 and 12 regarding Combined Development signage in the Central Business District. He reiterated that the Planning Board held a Public Hearing on January 6, and recommended approval with the Consistency Statement enclosed in the Agenda packet. Discussion ensued.

ACTION - Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to open the Public Hearing **VOTE WAS UNANIMOUS**. There was no one present who wished to speak.



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ACTION - Commissioner Morgan Mehler **MADE THE MOTION** to close the Public Hearing. **VOTE WAS UNANIMOUS.**

ACTION - Morgan Mehler **MADE THE MOTION** to approve **ORDINANCE #2026-01 An Ordinance by the Belville Board of Commissioners to Amend Articles 3 and 12 of the Zoning Ordinance regarding combined development signs in the Central Business District for the Town of Belville, and the Consistency Statement. VOTE WAS UNANIMOUS.**

b. Public Hearing #2

Town Planner Chad Staradumsky explained that this hearing is for consideration and action upon proposed text amendments to the Zoning Ordinance, Article 6, General Dimensional, Use and Structure Regulations, Section 6.3.5 Licensing and Parking for Home Occupations. The main goal of these modifications is to change the wording as a permit is no longer required for home occupations, and we are removing lodging services. The other change is the number of students in Home Occupations is changed from 2 to 10. Discussion ensued with Commissioner A. Hunter Smith asking about how we derived how many students should be allowed. Mr. Staradumsky commented this was wording was from towns in the surrounding areas, and that the Planning Board has already had a Public Hearing and recommended approval by the Board of Commissioners, with a Consistency Statement.

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to open the Public Hearing. There was no one present who wished to speak. **VOTE WAS UNANIMOUS.**

ACTION – Commissioner Hunter Smith **MADE THE MOTION** to close the Public Hearing. **VOTE WAS UNANIMOUS.**

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to approve **Ordinance #2026-02 An Ordinance by the Belville Board of Commissioners to Amend Article 6 of the Zoning Ordinance Regarding Home Occupations in the Town of Belville, and the Consistency Statement. VOTE WAS UNANIMOUS.**

c. Public Hearing #3

Planner Chad Staradumsky stated that Public Hearing #3 is for consideration and action upon proposed text amendments to the Zoning Ordinance, Article 6, General Dimensional, Use and Structure Regulations, Section 6.3.26 regarding change in permit period for Mobile Food Units. The purpose of this text amendment is to change the period of the permit from 6 months to 12 months. This change will help both the administration and the mobile food truck owner.



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ACTION - Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to open Public Hearing #3.
VOTE WAS UNANIMOUS.

Mr. Joe Henson, ABC Board Chairman, commented that the health department regulates the food trucks, so while the Town has a fee, they also pay fees for County permits. Discussion ensued.

ACTION – Commissioner Hunter Smith **MADE THE MOTION** to close the Public Hearing.
VOTE WAS UNANIMOUS.

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to approve **Ordinance 2026-03 An Ordinance by the Belville Board of Commissioners to Amend Article 6 of the Zoning Ordinance Regarding Mobile Food Units in the Town of Belville, and the Consistency Statement.** **VOTE WAS UNANIMOUS.**

ITEM #11 – OLD BUSINESS

- a. Update on Belville Riverwalk Project
- b. Stormwater Feasibility Study Update

These items were covered by Adrienne Harrington earlier in the meeting.

ITEM #12 - REGULAR AGENDA / NEW BUSINESS

- a. Transportation and Project Updates – covered earlier in meeting.
- b. Board of Commissioners Vacancy – Mayor Charles Bost approved advertising the vacant position. The submission deadline is February 18, 2025.
- c. Parks and Recreation Board Vacancy – Mayor Charles Bost approved extending the deadline for this vacancy. The submission deadline is February 18, 2025.

ITEM #13 – CLOSED SESSION

Mayor Charles Bost read the statute to go into Closed Session.

- a. **N.C.G.S. § 143-318.11(a)(3)** – To consult with the attorneys including litigation Urban Smart Growth 15 CVS 1217.

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to go into Closed Session.
VOTE WAS UNANIMOUS.

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to come back into Open Session. **VOTE WAS UNANIMOUS.**

ITEM #8 – OTHER ITEMS AND REPORTS



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- a. **Town Attorney** - Attorney Norwood Blanchard confirmed that we discussed Urban Smart Growth and possible property acquisition, but no action was taken in the closed session.
- b. **Town Manager** – Thanked the board and reminded them of the Multi-use Path Ribbon Cutting, Thursday, January 29th.
- c. **Board of Commissioners** – Commissioner A. Hunter Smith thanked the Town Staff for planning the Multi-use path ribbon cutting and meeting.
- d. **Mayor Pro Tem** - None
- e. **Mayor** – Mayor Bost thanked everyone who attended the meeting.

ITEM #9 - ADJOURNMENT

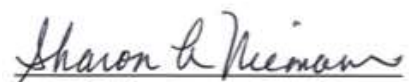
ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to adjourn. **VOTE WAS UNANIMOUS.**

Minutes taken by Sharon A. Niemann

SIGNED:


Charles Bost, Mayor

ATTEST:


Sharon A. Niemann, Town Clerk

