



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

April 28, 2026

Board of Commissioners Present:

Charles Bost, Mayor
Ryan Merrill, Mayor Pro Tem
Hunter Smith, Commissioner
Lee Alexander, Commissioner

Board of Commissioners Absent:

Morgan Mehler, Commissioner

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Chad Staradumsky, Town Planner
Kerry Wooding, Deputy Finance Officer
Brenda Williams, Deputy Town Clerk / Finance Clerk
Jace Sanchez, Administrative Assistant
Greg Bannerman, Grounds Maintenance Supervisor
Brenda Hewlett, Administrative Support Specialist
Randy Collins, Grounds Maintenance Technician
Vince Matthews, Director of Communications
Norwood Blanchard, Town Attorney
Charles Baldwin, Town Attorney
Adrienne Harrington, Planning Consultant
Daniel Terry, Planning Consultant WithersRavenel (via video)

Others Present to Address the Board:

Ashton Locklear, UNCW intern
Jason Peters, Coastal Ecologist/Scientist and Project Leader, TD Eure
Andrew Wahl, Design Resource Group, TD Eure
Stacy Mitchell, Parks and Recreation Board applicant
Dr. Mark Wilde-Ramsing, Parks and Recreation Board applicant

ITEM #1 – CALL TO ORDER



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Mayor Charles Bost welcomed all and called the April 28, 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 appropriate decisions for the Town with the best interest of our citizens and protection for all who protect us, our service members and first responders. He also asked for wisdom to move the Town forward.

ITEM #3 - PLEDGE OF ALLEGIANCE

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

ITEM #4 – WELCOME/ANNOUNCEMENTS

Mayor Bost welcomed everyone.

ITEM #5 - APPROVAL OF THE AGENDA

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to approve the Agenda as it was presented. **VOTE WAS UNANIMOUS.**

ITEM #6 – APPROVAL OF THE CONSENT AGENDA

- a. Approval of the April 7, 2026, BOC Special Meeting Minutes and the April 13, 2026 BOC Regular Meeting Minutes.
- b. Tax Collector Report
- c. Finance Report
- d. Planning Department Report - Code Enforcement Report
- e. Special Events Report – Park Maintenance Report
- f. R26-16 Resolution By the Belville Board of Commissioners Acknowledging Brenda Hewlett's Seventh Work Anniversary with Appreciation and Thanks
- g. R26-17 Resolution By the Belville Board of Commissioners Acknowledging Chad Staradumsky's Second Anniversary with Appreciation and Thanks
- h. R26-18 Resolution By the Belville Board of Commissioners Designating May as Mental Health Awareness Month
- i. After Action Report – Spring Senior Fishing Event

Mayor Charles Bost acknowledged the three resolutions on the Consent Agenda and conveyed to Brenda Hewlett that she has been indispensable. He acknowledged that Brenda was stepping down and notified her that she will be on his speed dial. He also acknowledged and



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congratulated Chad Staradumsky on his two-year anniversary and acknowledged the resolution designating May as Mental Health Awareness Month.

ACTION – Commissioner Hunter Smith **MADE THE MOTION** to approve the Consent Agenda as it was presented. **VOTE WAS UNANIMOUS.**

ITEM #7 – PUBLIC COMMENTS

Mayor Charles Bost asked for a motion to excuse Commissioner Morgan Mehler.

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to excuse Commissioner Morgan Mehler from the meeting. **VOTE WAS UNANIMOUS.**

Mayor Bost read the requirements for the Public Comment period and remarked everyone is welcome to speak.

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

There was no one present who wished to speak.

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

ITEM #8 – PUBLIC HEARING – ANNEXATION

Town Planner Chad Staradumsky presented the Staff Report Petition of Annexation requested by Walter Burckhalter, applicant and petitioner, who has a parcel of 4.15 acres, at 9990 Chappell Loop Road, near East Wood Lane, that he would like to bring into the Town. If annexed, the attached map would be submitted to the Register of Deeds. The proposed parcel is currently in Brunswick County, Zoned IG Industrial General (IG). We need to establish an initial zoning for the Town of Belville. The requested zoning is identified as Industrial (I). Mr. Staradumsky noted what is allowed in the Industrial category. He described the surrounding properties and shared what zoning the properties have. Staff recommends that we approve the annexation and set the zoning as “Industrial.” Mr. Staradumsky asked if there were any questions, mentioning that Walter Burckhalter is also present for questions. Town Manager Athina Williams stated that Mr. Burckhalter has been a great partner with the Town.

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

There was no one present who wished to speak.



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Town Manager Williams commented that we advertised the public hearing and did not receive any comments or inquiries from anyone regarding this annexation.

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

Mayor Bost asked the board to consider approval of Ordinance 2026-05 Ordinance to Extend the Corporate Limits of the Town of Belville in Connection with Annexation of the Burckhalter Property on Chappell Loop Road.

ACTION – Commissioner Hunter Smith **MADE THE MOTION** to approve **Ordinance 2026-05 Ordinance to Extend the Corporate Limits of the Town of Belville in Connection with Annexation of the Burckhalter Property on Chappell Loop Road. VOTE WAS UNANIMOUS.** Mayor Charles Bost welcomed Mr. Burckhalter, stating that we appreciate his partnership with the Town.

ITEM #9 – PRESENTATION

a. Volunteer Recognition Program – Ashton Locklear, UNCW Intern

Ashton Locklear, UNCW MPA student introduced herself and described the Belville Liberty Award, which is our Volunteer Recognition program. She explained that the purpose of the award is to formally recognize exceptional volunteer service to the Town. Ms. Locklear stated that recognition from leadership strengthens community spirit and engagement. Ms. Locklear described the eligibility criteria, the nomination period for each fiscal year, and she described the factors which may disqualify someone. She also conveyed the selection Committee Structure and the recognition components. The award recipient would be recognized annually at the November Board of Commissioners' meeting. She asked if there were any questions. Mayor Bost thanked Ms. Locklear for her hard work on this award, and thanked Commissioner Hunter Smith for collaborating with her.

Town Manager Athina Williams relayed that we have a resolution for the Mayor to present to Ms. Locklear.

ACTION – Mayor Charles Bost **MADE THE MOTION** to approve **Resolution R26-19 A Resolution Expressing Gratitude and Appreciation to Ashton Locklear for Exemplary Service During Her Internship with the Town of Belville. VOTE WAS UNANIMOUS.**

Mayor Charles Bost congratulated Ms. Locklear and presented her with Resolution R26-19. Commissioner Hunter Smith congratulated Ms. Locklear on a job well done, and he thought she hit all the marks, and looks forward to seeing this program implemented.



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ITEM #10 – APPOINTMENTS

a. *Parks and Recreation Vacancy* - Mayor Charles Bost announced that we have two vacancies, and two applicants, who are both currently on the board, and he asked the applicants, Dr. Mark Wilde-Ramsing and Mrs. Stacy Mitchell to come forward and tell us a little about yourselves, and indicate why you would like to be reappointed to the board.

Mark Wilde-Ramsing conveyed he has been on the Parks and Recreation Board for the last two years and believes the Belville Riverwalk Park is a beautiful asset and he is happy to do whatever he can to help it be successful. Mr. Mark Wilde-Ramsing expressed that the Parks and Recreation board is great to work with. Mr. Wilde-Ramsing stated he participates with the Rowing Club volunteering at the Town festivals, usually helping with parking or off-loading of the vendors. Stacy Mitchell has been on the Parks and Recreation Board for a year; she loves being on the Board and enjoys the park with her son. Mayor Bost recognized Mark Wilde-Ramsing for also being on the Rowing Club and appreciates what they do for the Town. Mayor Bost mentioned that Stacy Mitchell also volunteers for the Town, and she told Mayor Bost that her son was the one who encouraged her to get involved with the Town. He agreed that we have an exceptional board. Mayor Bost asked for a motion to reappoint both applicants to the board.

ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to appoint both Dr. Mark Wilde-Ramsing and Stacy Mitchell to the Parks and Recreation Board for a two-year term commencing 4-28-2026 and ending on 4-28-2028. **VOTE WAS UNANIMOUS.**

Mayor Bost asked Mrs. Mitchell if she would like for her son to hold the Bible for the swearing in, which she did. Mayor Bost administered the Oath of Office to Stacy Mitchell and Dr. Mark Wilde-Ramsing each for a two-year term.

ITEM #11 – OLD BUSINESS

a. Update on Belville Riverwalk

Mayor Bost welcomed Jason Peters and Andrew Wahl from TD Eure, our Belville Riverwalk Phase II contractor. Jason Peters relayed they have had some delays due to permitting issues. The team is currently adding the pilings to the first boardwalk, we have some test pilings being done tomorrow and Thursday. Going into the first week of May, TD Eure will start framing the Riverwalk and then start working on the boardwalk that adjoins the natural surface trail. He estimated the natural surface trail is about 95% complete. Mayor Bost thanked TD Eure for all they have done, and loves seeing this project come to fruition.



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Town Manager mentioned we have a video from Daniel Terry project manager for Belville Riverwalk Phase II from WithersRavenel. Mr. Terry's video indicated the building permit for the boardwalk installation was received about the 14th of April, and the building has begun. The 1,300 linear feet of the natural surface trail is about 95% complete. There have been a few plan changes in elevation since the original plan, and the surveyor is assisting with that. The Town has met with a tree removal company to do an assessment of additional dying trees that may need to be removed along the trail. All the materials have been received for the remainder of the trail, and the contractor will continue with the boardwalks soon. Mayor Bost is happy this project is moving along and asked about a completion date. The TD Eure contractors answered it should be completed by late July 2026.

b. Upcoming Events

Vince Matthews, Parks and Recreation Board Chairman indicated our next event is Founders Day. We will be making a decision to change the date if rain is in the forecast. We are working with the VFW to plan a Memorial Day Event, as well as a 250th birthday event. Mr. Matthews mentioned they are waiting for the board to make the Parks and Recreation budget decisions, and then we will update the Events Calendar.

ITEM #12 – REGULAR AGENDA / NEW BUSINESS

a. Project and Transportation Updates

Planning Consultant Adrienne Harrington came forward to update the board on projects. The only update is that we have received approval to submit Request for Letters of Interest for Preliminary Engineering and Design for the two projects: the 'Gap in the Trail' and the 'NC133 Crossing Project.' Mayor Bost indicated he is happy to see these projects moving forward and thanked Ms. Harrington. Mayor Bost gave a short update on the WMPO.

ITEM #13 – CLOSED SESSION

- a. N.C.G.S. § 143-318.11(a)(3) to consult with the attorney including litigation with Urban Smart Growth 15CVS1217.**

ACTION – Mayor Pro Tem Ryan Merrill MADE THE MOTION to go into closed session. VOTE WAS UNANIMOUS.

ACTION – Commissioner Hunter Smith MADE THE MOTION to come back into open session. VOTE WAS UNANIMOUS.

ITEM #14 – REPORTS/CLOSING REMARKS



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- a. Town Attorney – Norwood Blanchard indicated we discussed our Urban Smart Growth Case and one potential personal injury case, but no action was taken in the closed session.
- b. Town Manager thanked the Board for their deliberation on the budget, and offered to send out a *Doodle poll* for the next budget meeting.
- c. Board of Commissioners – none
- d. Mayor Pro Tem – Ryan Merrill thanked Mayor Bost for the communications, and thanked Town Staff for their hard work.
- e. Mayor – Mayor Bost conveyed he is trying to find more ways to pay for reorganization, and still wants to get an Assistant Town Manager. Mayor Charles Bost appreciates the Town Manager's efforts to find funds for these new positions.

ITEM #15 – ADJOURNMENT

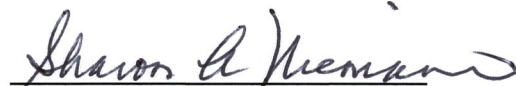
ACTION – Mayor Pro Tem Ryan Merrill **MADE THE MOTION** to adjourn the meeting.
VOTE WAS UNANIMOUS.

Minutes compiled by Sharon A. Niemann

SIGNED:


Charles Bost, Mayor

ATTEST:


Sharon A. Niemann, Town Clerk

