



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

November 13, 2023

Board of Commissioners Present:

Mike Allen, Mayor
Chuck Bost, Mayor Pro Tem
David Long, Commissioner
Ryan Merrill, Commissioner

Board of Commissioners Absent:

Morgan Mehler, Commissioner

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Kerry Wooding, Deputy Finance Officer
Brenda Hewlett, Admin. Support Specialist
Norwood Blanchard, Town Attorney

Others Present to Address the Board:

John Clark, citizen

ITEM # 1 – CALL TO ORDER

Mayor Mike Allen called the November 13, 2023, BOC Regular Meeting to order at 6:35 p.m. Welcomed all, a quorum was present.

ITEM # 2 – INVOCATION, PLEDGE OF ALLEGIANCE

Mayor Mike Allen led the invocation asking for guidance and protection for our Town, followed by the Pledge of Allegiance to the Flag.

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to excuse Commissioner Morgan Mehler. **VOTE WAS UNANIMOUS.**

ITEM #3 – APPROVAL OF AGENDA

ACTION – Commissioner Ryan Merrill **MADE THE MOTION** to approve the Agenda, with the addition of BOC Vacancy to item #8 c. **VOTE WAS UNANIMOUS.**

ITEM #4 – CONSENT AGENDA



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- a. Approval of the October 23, 2023, Regular Meeting Minutes
- b. Finance Report
- c. Code Enforcement Report / Street Maintenance Report
- d. **R23-31 Resolution by the Belville Board of Commissioners Declaring November as Homelessness Awareness Month**
- e. After Action Report – Halloween Movie Night
- f. After Action Report – Senior Fishing Day

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

ITEM #5 – PUBLIC COMMENTS

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

John Clark, 703 Albemarle Place, Belville, NC 28451, wanted to congratulate the Mayor Mike Allen and Commissioners Chuck Bost, and Morgan Mehler on the re-election.

ITEM #6 – PRESENTATIONS

- a. Joe Henson, ABC Board Chairman discussed that due to theft, they will be getting better cameras in the store, and the potential for acquiring a lot for a new store to replace the one on NC133. Discussion ensued over costs, investment, and requirements for state approval.

ITEM #7 – OLD BUSINESS

a. Update on the Belville Riverwalk Project

Town Manager Athina Williams discussed the recent kickoff meeting of Phase 2 of the Belville Riverwalk, which was held in Shallotte. Participants viewed Shallotte's riverwalk and conferred about Shallotte's experience. A state fish and wildlife moratorium on installation of pylons will affect the installation of the new section, and will delay the actual construction date, but we will be ready to start when it is over.

We have recently added more electricity to the trail, to improve lighting and security.

We have WithersRavenel working on the dirt trail portion and timeline for the project.

b. Street Repairs and Drainage Repairs

Town Manager Athina Williams updated the board on the Stormwater Feasibility Study. The scope of work for the study is in progress. We will identify major areas and see what we can do to resolve stormwater drainage problems. Mayor Allen added we will keep citizens updated.

ITEM #8 – REGULAR AGENDA



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a. Cape Fear Memorial Bridge

Mayor Mike Allen gave a synopsis of how expensive repairs are to the current bridge, and considerations that the WMPO has looked into for replacement. We want to support the WMPO in this request for funding, and ask them to make it a priority.

ACTION – Mayor Pro Tem Chuck Bost **MADE A MOTION** to approve **Resolution R23-32 – Belville Board of Commissioners Resolution Supporting the North Carolina Department of Transportations’ Application to the United States Department of Transportation for Bridge Investment Program to Replace the Cape Fear Memorial Bridge. VOTE WAS UNANIMOUS.**

b. FY 2024-2025 Budget Calendar

ACTION – Commissioner Ryan Merrill **MADE A MOTION** to accept the proposed FY 2024-2025 Budget Calendar. **VOTE WAS UNANIMOUS.**

c. BOC Vacancy

Town Staff requested permission to advertise for the vacancy on the Board of Commissioners, which the Board of Commissioners approved. We will advertise for someone to fill the remainder of Commissioner David Long’s term, which ends in December of 2025.

Mayor Allen expressed his concern that we need more people to vote in the municipal elections.

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. § 143-318.11(a)(4) – To discuss matters relating to the location or expansion of industries.

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

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

ITEM #10 – OTHER ITEMS ND REPORTS

- a. Town Attorney Norwood Blanchard – Let the minutes reflect that we discussed a potential litigation matter, but no action was taken in the closed session.
- b. Board of Commissioners – None
- c. Mayor Pro Tem - None
- d. Mayor – Mayor Allen thanked everyone for attending.



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e. Town Manager – None

ITEM #11 – ADJOURNMENT

ACTION – Commissioner Ryan Merrill and 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