



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

March 25, 2024

Board of Commissioners Present:

Mike Allen, Mayor
Chuck Bost, Mayor Pro Tem
Ryan Merrill, Commissioner
Morgan Mehler, Commissioner
Hunter Smith, Commissioner

Board of Commissioners Absent:

None

Staff Present:

Athina Williams, Town Manager
Sharon Niemann, Town Clerk
Brenda Williams, Finance Clerk
Brenda Hewlett, Admin Support Specialist
Jim Bucher, Director of Parks & Recreation
Kerry Wooding, Deputy Finance Officer
Ian McLeod, Parks and Recreation Assistant
Jace Sanchez, Admin Assistant
Chad Staradumsky, Town Planner
Norwood Blanchard, Town Attorney

Others Present to Address the Board:

John Weaver, Planning Board Applicant, 710 Key Point Drive, Wilmington, NC 28403
Mark Wilde Ramsing, Parks and Recreation Board Applicant, 3934 Edgewood Rd, Wilmington, NC 28403

ITEM # 1 – CALL TO ORDER

Mayor Mike Allen called the March 25, 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 guidance for the Town and protection of our first responders and servicemen, followed by the Pledge of Allegiance to the flag.



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ITEM #3 – APPROVAL OF THE AGENDA

ACTION - Commissioner Morgan Mehler **MADE THE MOTION** to approve the Agenda. **VOTE WAS UNANIMOUS.**

ITEM #4 – APPROVAL OF CONSENT AGENDA

- a. Approval of the 2-26-2023 Regular Meeting Minutes
- b. Tax Collector Report
- c. Finance Report
- d. Code Enforcement Report / Street Maintenance Report
- e. After Action Report – North Brunswick Chamber of Commerce Business Expo
- f. R24-13 Resolution Expressing Support for the designation of April as Autism Awareness Month.

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

ITEM #5 – PUBLIC COMMENTS

No one was present who wished to speak.

ITEM #6 – PRESENTATIONS

- a. R24-11 – Resolution by the Belville Board of Commissioners Acknowledging Brenda Hewlett's Fifth Work Anniversary with Thanks and Appreciation

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to approve R24-12 – Resolution by the Belville Board of Commissioners Acknowledging Brenda Hewlett's Fifth Work Anniversary with Thanks and Appreciation. **VOTE WAS UNANIMOUS.**

- b. R24-12 – Resolution by the Belville Board of Commissioners Acknowledging Sharon Niemann's Fourth Anniversary with Thanks and Appreciation

ACTION – Mayor Pro Tem **MADE THE MOTION** to approve R24-12 – Resolution by the Belville Board of Commissioners Acknowledging Sharon Niemann's Fourth Work Anniversary with Thanks and Appreciation. **VOTE WAS UNANIMOUS.**

ITEM #7 – APPOINTMENTS

- a. Planning Board

Mayor Allen asked John Weaver, the Planning Board Applicant to come forward and introduce himself. John Weaver, experience in law private practice and government hs planning experience in Lancaster, Horry and Beaufort County, all from rural to populated. He understands needs for comprehensive planning.



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ACTION – Mayor Mike Allen **MADE THE MOTION** to nominate John Weaver to the Planning Board to fulfill a vacancy until August of 2025. **VOTE WAS UNANIMOUS.** Mayor Allen commented we are fortunate to have someone with your experience and administered the Oath of Office to John Weaver.

b. Parks and Recreation Board

Mayor Mike Allen asked Mark Wilde Ramsing to come and introduce himself. Mr. Ramsing has vast experience in archeology, underwater archeology, and PHD in cultural research management, and has reviewed construction projects for the state. He thinks the Belville Riverwalk is a wonderful park for kids and has been a great avenue for his enjoyment of rowing and history.

ACTION – Mayor Mike Allen **MADE THE MOTION** to nominate Mr. Mark Wilde Ramsing to the Parks and Recreation Board for a two-year term. **VOTE WAS UNANIMOUS.** Mayor Allen commented we are fortunate to have someone with your knowledge and background, and happy to have you on the board. He administered the Oath of Office to Mark Ramsing.

ITEM #8 – OLD BUSINESS

a. Update on the Belville Riverwalk Park

Parks and Recreation Director Jim Bucher updated the board on the recent Easter Egg Hunt at the Belville Riverwalk, over 300 kids, and we hid over 4,000 eggs, it was a great event. Parks and Recreation Secretary Brenda Hewlett agreed it was a great event, shared a video, and told the board that our Park Director was the Easter Bunny who took photos with the kids.

1. Upcoming Events

The next event at the park is a Movie Night on April 6th. We will be showing Super Mario Brothers. We are having a Fundraiser on April 17th at Highway 55, and our Founder's Day celebration is set for May 4th.

b. Project Updates

Planning Consultant Adrienne Harrington joined via telecommunications to give a Project Update on the various projects we have ongoing.

1. NC133 – Road widening is on schedule
2. Multi-use Path – we will have a pre-construction meeting in 2 or 3 weeks, the award letter issued, paperwork has been completed, and a timeline will follow.
3. Stormwater Feasibility Study – survey work is still being done, identifying areas to be surveyed.
4. Riverwalk Extension – This project will be Bid in October 2024 and will start in May 2025.
5. Gullah Geechee Heritage Trail Feasibility Study – We had a table at the Easter Egg Hunt, and generated some interest and had good conversations with parents, so people will complete the survey.



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6. Belville Riverfront Development Document – the NCSU School of Design is developing an and amazing report will give us a final presentation at the end of April, and we will travel to Raleigh to see it.

7. New update on the Cape Fear Memorial Bridge which will open all lanes tomorrow, and will have a little project work at night. They are ahead of schedule, but will be open in both directions from March 31st to April 7th coordinating with the Azalea Festival, after which they will close lanes in the Southbound direction.

Mayor Allen thanked Adrienne for her time and report and added that the bridge repairs should be completed by May 23rd. He is hopeful that we will get the federal grant to replace the old bridge.

ITEM #9 – REGULAR AGENDA

a. Annexation Certification – Yeoman Property – PIN 038JA038

Town Manager Athina Williams informed the board that the Town Clerk had certified the sufficiency of the annexation petition and recommends that we bring it to a Public Hearing at the April 22nd BOC Meeting.

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to advertise a Public Hearing for contiguous voluntary Annexation of the Yeoman Property, 10039 Blackwell Road, PIN 038JA038 to be held on April 22, 2024 at 6:30 p.m. **VOTE WAS UNANIMOUS.**

b. Town of Belville's 47th Anniversary

Mayor Allen read Resolution R24-14 Commemorating the Town of Belville's 47th Anniversary, and Jace Sanchez, Administrative Assistant, shared a video which depicted both the history of Belville and it's new amenities and staff.

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to approve R24-14 Resolution Commemorating the Town's 47th anniversary. **VOTE WAS UNANIMOUS.**

c. FY 2024-2025 Budget Update

Town Manager Athina Williams informed the board that Town Staff has completed the corrections requested at the Budget workshop, and the new amount that will be needed from the general fund is \$183,500. The Budget books are updated, and if you require any further modifications, please let us know. Town Manager Williams shared a video presentation from Brunswick Family Assistance's (BFA), Assistant Director, Tyffanie Paganello, who is requesting a donation. Ms. Paganello highlighted Brunswick Family Assistance's mission to serve residents who are near poverty level and to provide financial assistance with their utilities, water, electric, propane and/or power stat. Ms. Paganello shared that BFA values our partnership with Belville, and are requesting a donation of \$3,000.

Mayor Allen commented that Brunswick Family Assistance is a much-needed organization, and we try to help families in need.



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ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to donate \$3,000 to Brunswick Family Assistance. **VOTE WAS UNANIMOUS.**

d. Discussion on Street Repairs

Jim Bucher presented some bids for street repairs/repavement on Old Towne Wynd and Gray Fox Court. This money has been provided from the Powell Bill Funds. Mayor Allen explained how the Powell Bill pays for municipal streets. He gave a brief transportation update on the Cape Fear Bridge and NC133. The WMPO is hoping to hear if the Cape Fear Memorial Bridge replacement will receive federal funding that we requested, and he believes this bridge will be the priority.

ITEM #10 – CLOSED SESSION

- a. N.C.G.S. § 143-391.11(a)(3) – To consult with the attorney including litigation and N.C.G.S. § 153A-158 Acquisition of property

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

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

ITEM #9 – OTHER ITEMS AND REPORTS

- a. Town Attorney Norwood Blanchard – informed all that in the Closed Session we discussed litigation 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.
- e. Town Manager – None

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:



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Robert M. Allen

Mike Allen, Mayor

ATTEST:

Sharon A. Niemann

Sharon A. Niemann, Town Clerk

