



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

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
Chad Staradumsky, Town Planner
Brenda Williams, Finance Clerk
Ian McLeod, Event Coordinator
Norwood Blanchard, Town Attorney
Kemmy Goodson, Town CPA
Adrienne Harrington, Planning Consultant
Nick Cannon, Smart Moves Consulting (via telecommunications)
Daniel Terry, WithersRavenel Construction Administration

Others Present to Address the Board:

Joe Henson, ABC Board Chairman
Sam Potts, Staff Accountant, Thompson, Price, Scott, Adams & Co., P.A.
Matt Lanier, representing India Lima Mike, LLC / Gregory Poole
Greer Templer, WMPO Senior Transportation Planner and Beth King, WMPO Associate Transportation Planner
Kennedy Gilly, ABC Board Applicant
Marshal McKoy, ABC Board Applicant
Daniel Terry, WithersRavenel Construction Administration

ITEM # 1 – CALL TO ORDER

Mayor Mike Allen called the December 16, 2024, Regular Meeting to order at 6:30 p.m., welcomed all. A quorum was present.

ITEM #2 – INVOCATION / PLEDGE OF ALLEGIANCE



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

ACTION – Mayor Allen led the invocation asking for prayers for our Belville families, military and law enforcement, and guidance to make the right decisions. The invocation was followed by the Pledge of Allegiance.

ITEM #3 – APPROVAL OF THE AGENDA

ACTION - Mayor Mike Allen **MADE THE MOTION** to move ITEM #6d. a Resolution for Jenni McDaniel to another date. **VOTE WAS UNANIMOUS.**

ITEM #4 – APPROVAL OF CONSENT AGENDA

- a. Approval of the December 16, 2024, BOC Regular Meeting Minutes.
- b. Tax Collector Report
- c. Finance Report
- d. Code Enforcement Report – Street Maintenance Report
- e. Planning Activity Report
- f. Special Events Report
- g. After Action Report – Belville Classic Golf Tournament
- h. After Action Report – Belville Riverwalk Annual Christmas Festival
- i. R25-05 A Resolution By the Belville Board of Commissioners to Recognize February as Black History Month

Items g and h were not included in the Agenda Packets.

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

ITEM #5 – PUBLIC COMMENTS

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

Mayor Mike Allen asked if anyone wished to speak. There was no one present who wished to comment.

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

ITEM #6 – PRESENTATIONS

a. Audit Presentation

Sam Potts, Staff Accountant at Thompson, Price, Scott, Adams & Co., P.A. joined via telecommunications to give the Audit presentation for FY ending 6-30-2024. Mr. Potts reported that there were no difficulties or irregularities in the Audit. He gave a synopsis of their findings, showing graphs and depictions. The significant increase in revenues was mostly due to grant funding received. The top revenue sources were: Sales tax revenue, other taxes and licenses, Unrestricted (beer and wine ABC distributions), with the remainder from: other permits and fees, and ad valorem taxes. The Top three expenditures were general



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

government (administrative), Parks and Rec, Public Works with a small portion being other debt payments.

The General Fund Balance was reported to be in good shape, as only 24% is required, and the Town of Belville has been steadily increasing its Balance over the past four years. A graph showing monies which are restricted, identified funds that are already allocated for projects underway. The only non-compliant figure was attributed to the bond required for the Finance Officer, which according to the statutes must be the greater of \$50,000 or an amount equal to ten percent of the unit's annually budgeted funds up to one million dollars. This finding was communicated in the audit, and a response has already been signed by all the Board of Commissioners and submitted today. Mr. Potts stated that the Town of Belville finances are impressive, and it was an exceptionally well done audit process.

Mayor Mike Allen thanked Mr. Sam Potts for all that he and his team did to complete the audit.

Town Manager Athina Williams gave '*A Look Back at 2024*' presentation which highlighted how our team is growing, and showed progress over the year, including some of our municipal partners, our achievements, community events, progress on our projects including the Multi-use path development. Mayor Allen thanked the Town Manager and said we have great potential for the future. Mayor Pro Tem thanked the staff for everything and reiterated that we accomplish a lot with very few people. Commissioner Hunter Smith replied that if the auditors say you've done a great job, you have.

b. Gullah Geechee Feasibility Study

Beth King, WMPO Associate Transportation Planner gave an overview of the WMPO's Gullah Geechee Trail Feasibility Study. This study started in 2021 and is a national project to celebrate the rich history and ancestry of the Gullah Geechee people. The WMPO is partnering with Navassa, Leland and Belville in this area with greenways and blueways, but the trail extends from Jacksonville, NC to Jacksonville, Florida. The study has just wrapped up and we are looking for adoption. Ms. King shared maps and depictions showing the proposed 10-foot trail in the Belville area, including ideas for landscape buffers, and safety. Trail amenities such as signage, art, exercise stations, recycling bins, and historical markers were also taken into consideration. Connectivity to Leland and Navassa, Mallory Creek and a utility easement through Brunswick Forest were all proposed. The Study will also list potential funding sources, and we are hoping for corporate, private, and non-profit as well.

Mayor Allen appreciated the presentation, and thanked Ms. King for attending the meeting, and read the resolution.

ACTION – Mayor Pro Tem Chuck Bost MADE THE MOTION to Adopt Resolution 25-02 A Resolution By the Belville Board of Commissioners Adopting the Gullah Geechee Heritage Trail Feasibility Study. VOTE WAS UNANIMOUS.

c. Multi-use Path Request

Daniel Terry of WithersRavenel and Planning Consultant Adrienne Harrington were in attendance to answer questions about the additional funds required in connection with the Multi-use Path. Adrienne Harrington explained that the utility line was in conflict with the path, and the additional funding



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

needed is \$100,000. If you choose to pass the resolution, we would request an 80/20 match, with the Town responsible for 20%.

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to **Adopt Resolution 25-03 A Resolution By the Belville Board of Commissioners To Request Additional Funds for the Belville Elementary School Multi-use Path Project and to Provide the Required Local Match. VOTE WAS UNANIMOUS.**

Adrienne Harrington introduced Greer Templer, WMPO Senior Planner who discussed the PROTECT grant that the WMPO is applying for, and they are asking for a letter of support. Ms. Templer explained that the grant would enable us to develop a comprehensive surface transportation resilience improvement plan, which looks to improve regional collaboration, and promote safety in the region. Discussion ensued.

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to send the letter **in support of the WMPO submitting an application for the PROTECT Grant. VOTE WAS UNANIMOUS.**

Mayor Allen thanked WMPO's Greer Templer for being in attendance tonight.

ITEM #7 – PUBLIC HEARING

a. The Purpose of the public hearing is to consider the question of contiguous annexation as requested in a petition filed by India Lima Mike, LLC pursuant to N.C.G.S. 1601-31, parcel identification number 04700035, 151 Backhoe Road, and assignment of preliminary zoning.

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

Mayor Allen asked if anyone would like to comment. There was no one present who wished to speak. Matt Lanier representing India Lima Mike, LLC and Gregory Poole came forward, and Mayor Allen informed the board that Gregory Poole Equipment Co was one of the first major businesses in this area of Brunswick County.

ACTION – Mayor Pro Tem Chuck Bost **MADE THE MOTION** to close the **PUBLIC HEARING. VOTE WAS UNANIMOUS.**

ACTION – Commissioner Morgan Mehler **MADE THE MOTION** to pass **ORDINANCE 2025-01 an ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE TOWN OF BELVILLE IN CONNECTION WITH CONTIGUOUS ANNEXATION OF THE INDIA LIMA MIKE, LLC PROPERTY AT 151 BACKHOE ROAD.**

Mayor Mike Allen commented that Gregory Poole has been a true partner in the Town, and helped us resolve several problems in the town, and recently paved Gregory Road and a portion of Backhoe Road to bring the roads up to NCDOT standards so we could take them into the Town.



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

ACTION – Mayor Pro Tem **MADE THE MOTION** to accept the Consistency Statement, assigning the zoning district as Industrial. VOTE WAS UNANIMOUS. Mayor Mike Allen announced he is proud to have them in our Town.

ITEM #8 – APPOINTMENTS

Mayor Mike Allen relayed that three people have applied for the ABC Board Vacancy, and each will have a chance to come forward to introduce themselves. Mayor Allen called Joe Henson forward.

Joe Henson, the current ABC Board Chairman expressed that he has been on the board many years and tries to make decisions to which yield the most money. He is looking forward to building a new store. He feels they have a good staff and managers right now to get the job done, and he enjoys working with the Town and Board of Commissioners. Mr. Henson discussed the challenge of having NC133 closed, which takes away some business, expressed thanks for letting him do the job, and reiterated that he would like to continue on the Board.

Kennedy Gilly, 7405 Paddle Creek Place, Leland, NC introduced himself and gave some of his background including that he was a magistrate judge and now works with the Andrews Mortuary Business office. He expressed that his business and accounting background make him a good candidate. Mayor Allen conveyed that he loves to see qualified people applying for the boards.

Marshal McCoy, 1001 Cloudbreak Ln, Leland, NC introduced himself. He previously worked at the ABC store and then started his own company. He was a project manager at Duke Energy and would like to be part of the community. He is a member of the State Employees Credit Union Board and feels his past business experience would help in this capacity, as a member of the ABC Board.

Mayor Allen and Mayor Pro Tem Chuck Bost encouraged the candidates to apply again if not chosen, as they were both impressed by the resumes.

ACTION – Mayor Mike Allen nominated Joe Henson, who has been our Chairman twice, and has done an outstanding job. Mayor Pro Tem Chuck Bost **SECONDED THE MOTION. VOTE WAS UNANIMOUS.**

Mayor Allen swore in Joe Henson for a 3-year term beginning February 25, 2025, and ending on February 24, 2028, then Joe Henson took the Oath of Office as a member and as Chairman of the ABC Board.

ITEM #9 – OLD BUSINESS

a. **Belville Riverwalk Project** - Event Coordinator, Ian McLeod reported on improvements to the Park, including installation of the shelves that were just added to the new garage for storage. Ian also described



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

the snow removal process, which went pretty quick to get the parking lots cleared at Town Hall and the Riverwalk.

1. Upcoming Events

Mr. McLeod updated the board on the upcoming events, including the East Egg Hunt on April 12, 2025, which may also have a night hunt. Registration for vendors for Founders Day will go live this weekend. We also have a trip to New Orleans March 24-29. We are now flying out of Wilmington, and have 17 going so far. This fundraiser will bring in about \$1,000 for parks and recreation.

b. Town Hall Relocation – Mayor Allen indicated that we will hopefully move in March, and he believes the presence of the NC Highway patrol will be an asset to the area.

ITEM #10 – REGULAR AGENDA

a. Transportation and Project Updates

Planning Consultant, Adrienne Harrington gave a quick synopsis of ongoing project updates, as she shared her presentation.

1. NC133 Crossing – We are currently getting agreements in place, then we will solicit for Engineering and Design bids. This project will increase parking capacity by 50%. Funds are estimated to be spent at the end of this Fiscal Year or the start of the next.

2. Gap in Multi-use Path – We will be soliciting bids for engineering services soon. Money for the gap was awarded. We will need to request additional funds for reworking the utility lines.

3. Stormwater Feasibility Study - The stormwater feasibility study is focusing on five main areas, three of which will get extra detail. High level cost estimates are coming soon, which will help us get grant funding.

Flooding on East Wood and Two Pine Lane – Two firms have provided estimates of what improvements are needed for remediation.

4. Riverwalk Extension – Next step is bid for construction on Phase I. This will include Phase I, the natural surface trail along NC133, the south side riverwalk going out to the gazebo.

5. NC133 Closure – NC133 is currently closed for construction, and this will continue until August. Town Manager Athina Williams thanked the staff and consultants.

b. Budget Amendment

Town CPA Kemmy Goodson reminded the board that last month we approved two Donation Requests, \$1000 to the NC Rice Festival and \$1000 to the Veterans Creative Arts Program. We didn't have any funds left in our Donations, thus we have this Budget Amendment for \$2000, to get things in the correct account. Mayor Pro Tem Chuck Bost indicated that he is donating \$500 to offset the costs for donations.



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

January 27, 2025

ACTION – Commissioner Hunter Smith **MADE THE MOTION** to accept **Budget Amendment #2025 BA-1. VOTE WAS UNANIMOUS.**

ITEM #11 – CLOSED SESSION

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

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 #10 – OTHER ITEMS AND REPORTS

- a. Town Attorney Norwood Blanchard – informed all that in the Closed Session we discussed Urban Smart Growth. No action was taken.
b. Board of Commissioners – None
c. Mayor Pro Tem – None
d. Mayor – Mayor Allen thanked everyone for attending.
a. Town Manager – None.

ITEM #10 – ADJOURNMENT

ACTION – Commissioner Ryan Merrill **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

