



**BELVILLE BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

April 28, 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
Brenda Williams, Finance Clerk
Brenda Hewlett, Admin. Support Specialist
Chad Staradumsky, Town Planner
Kerry Wooding, Deputy Finance Officer
Jace Sanchez, Administrative Assistant
Norwood Blanchard, Town Attorney
Charles Baldwin, Attorney
Kemmy Goodson, Town CPA
Adrienne Harrington, Planning Consultant (via telecommunications)
Nick Cannon, Social Media
Vince Matthews, Social Media

Others Present to Address the Board:

None

ITEM # 1 – CALL TO ORDER /INVOCATION/ PLEDGE OF ALLEGIANCE

Mayor Mike Allen called April 28, 2025, BOC Regular Meeting to order at 6:30 p.m., welcomed all. A quorum was present. Mayor Allen led the invocation asking for prayers for families, law enforcement, first responders and rescue personnel, our military and for guidance to make the best decisions for the Town. The invocation was followed by the Pledge of Allegiance. Mayor Allen thanked everyone for attending the meeting. The invocation was followed by the Pledge of Allegiance. Mayor Allen thanked everyone for attending the meeting.



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ITEM #2 – APPROVAL OF THE AGENDA

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

ITEM #3 – APPROVAL OF CONSENT AGENDA

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

- a. Approval of the March 24, 2025, BOC Regular Meeting Minutes, and the April 5, 2025 Regular Meeting Budget Workshop 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 – Easter Egg Scramble
- h. **R25-14 – Resolution By the Belville Board of Commissioners Designating May as Alzheimer's & Brain Awareness Month**

ITEM #4 – PUBLIC COMMENTS

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

There was no one present who wished to speak.

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

ITEM #5 – PUBLIC HEARING

The purpose of the public hearing is for consideration and action upon the proposed text amendments to Article 3: Definition of Terms, and Article 6: General, Dimensional, Use and Structure Regulations, particularly Section 6.3.14 Fences and Walls, Nonstructural.

a. Approval of Ordinance 2025-02 regarding Major Subdivision Fencing

Town Planner, Chad Staradumsky presented an overview of the staff report indicating that we are reviewing ordinances for a subdivision fence around an entire subdivision, and we are only considering those designated as a major subdivision. In summary, the zoning ordinance fence height limit is currently six feet. A Homeowners' Association, who



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proposed the change in the zoning ordinance, currently has an eight foot fence, which needs replaced, and requested the height to be changed to ten feet. The Planning Board held a public hearing and reviewed the text amendment and is recommending eight feet as the maximum fence height.

ACTION – Mayor Mike Allen MADE THE MOTION to open the Public Hearing. VOTE WAS UNANIMOUS.

There was no one present who wished to speak at the Public Hearing.

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

ACTION – Commissioner Ryan Merrill MADE THE MOTION to approve Ordinance 2025-02 An Ordinance to Amend Articles 3 and 6 of the Town of Belville Zoning Ordinance, and approval of the Consistency Statement. VOTE WAS UNANIMOUS.

ITEM #6 – PRESENTATIONS

- a. R25-15 - Resolution By the Belville Board of Commissioners Expressing Gratitude and Appreciation for the Service of Norwood Blanchard.

ACTION – Commissioner Hunter Smith MADE THE MOTION to Approve R25-15 Resolution By the Belville Board of Commissioners Expressing Gratitude and Appreciation for the Service of Norwood Blanchard. VOTE WAS UNANIMOUS.

Mayor Allen presented Town Attorney Norwood Blanchard with a Resolution plaque.

- b. R25-16 - Resolution By the Belville Board of Commissioners Expressing Gratitude and Appreciation for the Service of Charles Baldwin, IV

ACTION – Commissioner Ryan Merrill MADE THE MOTION to Approve R25-16 Resolution By the Belville Board of Commissioners Expressing Gratitude and Appreciation for the Service of Charles Baldwin, and R25-17 Resolution by the Belville Board of Commissioners Acknowledging Chad Staradumsky's One Year Anniversary With Appreciation & Thanks. VOTE WAS UNANIMOUS for both Resolutions.

Mayor Allen presented Town Attorney Charles Baldwin with a Resolution. Mayor Allen commented that attorneys play an important role in our Town, and he is glad to have their advice, and we trust them in helping the Town. Attorney Charles Baldwin commented that we have great leadership here in Belville, and the BOC always has the town's best interest at heart.



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- c. R25-17 – Resolution by the Belville Board of Commissioners Acknowledging Chad Staradumsky's One Year Anniversary With Appreciation & Thanks.

Mayor Allen presented Chad Staradumsky with a Resolution plaque, congratulating Chad on his first year.

- d. Social Media Report – Nick Canon

Nick Canon gave a quarterly report of analytics from all our social media platforms, the performance, demographics of followers, and compared the results with the same period last year. As the first quarter January through March, does not typically have events, some of the numbers look lower. He also pointed to which posts drew the largest responses, and shared the social media goals for the future, including linking viewers to other platforms, our website, and increasing our engagements, through cross-sharing posts.

ITEM #7 – APPOINTMENT

- a. Parks and Recreation Board

Mayor Allen reported that one applicant withdrew her application, and two sent in applications after the deadline, which have not been reviewed, so we will extend the advertisement for applications on the Parks and Recreation Board and table it until next month.

ITEM #8 – OLD BUSINESS

- a. **Belville Riverwalk**

Event Coordinator, Ian McLeod updated the board on the shade structure being installed by FunTime Ice Cream, and the new shed that is coming soon for additional storage. He reported that we continue to work to beautify the park.

- 1. **Upcoming Events** – Mr. McLeod relayed that the community yard sale had 21 vendors and was very successful, and many were interested in the next one. The Easter Egg Scramble attendance was estimated at 500 kids, very good turnout. Ian McLeod also accompanied the travelers on the trip to New Orleans. We are all booked up for the trip to Charleston in December and are planning a Memorial Day (Flag swap) ceremony in May. We had a trial run for a coffee truck, High Peaks Brew Coffee at the Park, and we will be meeting with them soon to discuss future possibilities. We also have a barbeque truck that is interested in coming to the park. Ian McLeod communicated that Founders Day is this weekend, we have 45 vendors, 10 food vendors and lots of fun activities for families, including entertainment by



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Port City Rockers, Mr. Twister, face painting, inflatables, etc. Mr. McLeod also informed the board that we have had High Peaks Coffee at the park on a trial basis, everyone seemed to enjoy it. We will discuss future plans, and there is also a BBQ truck who is interested in coming to the park on a regular basis.

Commissioner Hunter Smith thanked all the staff and complimented them on the great job on the Easter Egg Scramble. Mayor Allen thanked Ian and all the Town Staff for a great event.

b. Town Hall Relocation Update

Town Manager Athina Williams reported that she and our Town Attorney Norwood Blanchard are working on a legal item in the contract, and we should have news in a week or so.

ITEM #9 – REGULAR AGENDA

a. Transportation and Project Update

Planning Consultant, Adrienne Harrington, joined via telecommunications to give the project update. The Riverwalk extension only had one bidder, so the project will be re-bid. We are still hopeful that the natural surface trail will begin construction this Summer, with the riverwalk southern extension and gazebo to begin in October 2025.

NC133 Multi-use path, construction still underway. Scheduled for completion by late summer. The 0.2-mile gap project will have an RFQ for engineering services this summer.

The NC133 crossing project is in approval process and will include additional parking spaces.

The Stormwater Feasibility Study has 5 main areas of concern – preliminary concept, working on cost opinions, after the final Study is presented, we will look into grant opportunities, completion date for the study is 9-1-2025. We are also arranging engineering work for East Wood Road pond. The backyard project is making some progress, with the next step to be funding strategies.

NC133 Road closure is a little behind schedule and now NCDOT estimates completion in September 2025.

Town Manager Athina Williams thanked Ian and Adrienne for their help with the Stormwater project.

b. Budget Update



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We have not completed the budget, as we still are looking into insurance costs. Kerry Wooding reiterated that NCLM is no longer carrying insurance, so we are searching for a broker who can bundle vision, dental and health care costs.

c. Legislative Update

Town Attorney Norwood Blanchard detailed some House Bills that are gaining rejection by municipalities. One reason is for personal liability for board members. The bill takes authority away from municipalities. Other bills include housing numbers per acre, tiny houses, selling items out of your home, regulations for Airbnb's, Discussion ensued over all the legislation. Town Staff passed out a sample resolution against the Omnibus act, Mayor Allen said we will table this until the next meeting.

ITEM #10 – CLOSED SESSION

ACTION - Mayor Mike Allen **MADE THE MOTION** that we will exclude the Closed Session, as we had a closed session with attorneys at the 4:30 p.m. meeting today. **VOTE WAS UNANIMOUS.**

ITEM #11 – OTHER ITEMS AND REPORTS

- a. Town Attorney – Norwood Blanchard expressed his thanks for the plaque and resolution.
- b. Board of Commissioners - none
- c. Mayor Pro Tem - none
- d. Mayor – thank you for attending the meeting.
- e. Town Manager – thank you and we hope to see you at Founder's Day.

ITEM #12 – ADJOURNMENT

ACTION – Commissioner Ryan Merrill **MADE THE MOTION** to adjourn. **VOTE WAS UNANIMOUS.**

Minutes Compiled by Sharon A. Niemann

SIGNED:

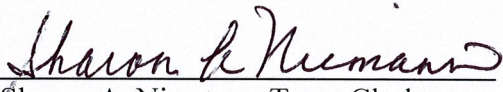
Mike Allen, Mayor



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ATTEST:


Sharon A. Niemann, Town Clerk



