



Town of Beaufort, NC

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**Board of Commissioners
Regular Meeting
6:00 PM Tuesday, November 12, 2024
Train Depot, 614 Broad Street**

Call to Order/Pledge of Allegiance

Mayor Harker called the meeting to order at 6:00 p.m. and lead the Pledge of Allegiance.

Roll Call

Elizabeth Lewis, Town Clerk, called the roll:

PRESENT:

Mayor Harker
Mayor Pro Tem Cooper
Commissioner Gillikin
Commissioner LoPiccolo
Commissioner Oliver
Commissioner Spiegler

ABSENT:

None

Agenda Approval

Commissioner Cooper made a motion to approve the agenda as presented.

The motion carried unanimously.

Introduction of New Employees

The Board of Commissioners welcomed several new employees to include three firefighters, Zachary Ruffin, Russell Touhey, Christopher Vega and a code enforcement officer, Bradley Fockler.

Items of Consent

1. Meeting Minutes- October 14th & 28th
2. Budget Amendments for Interest Payments on USDA Interim Loans

Commissioner Cooper made a motion to approve the Items of Consent.

The motion carried unanimously.

Old Business

1. Final UDO Code Assessment & Next Steps

Tyson Smith spoke on the final UDO Code Assessment, sharing a summary of the updates and feedback received from the prior meeting. He noted the next steps would be an inventory of matters to be addressed in Phase 2: UDO Development. He provided an overview of the process related to Phase 2 of the project and welcomed questions from the Board.

Commissioner Oliver emphasized the importance of broad community engagement and suggested various outreach methods, including mailing postcards and holding community events.

Commissioner Spiegler thanked White & Smith for their work on the assessment and for incorporating her comments. She stressed the need for continued community engagement. She mentioned the importance of ETJ areas in long range planning of the document. She noted the importance of the Planning Board having the authority to ask for an Environmental Impact Statement. She recommended that staff not have the authority to approve preliminary or final plats. She also noted the importance in engaging with development community in an appropriate way.

Commissioner LoPiccolo asked about the NC Resilient Coastal Communities Program Grant the Town received for the project.

Mr. Smith explained incorporating the resiliency piece was priority in the next phase, because there was a year timeline associated with the state grant.

Commissioner Gillikin shared the importance of designing postcards to ensure they are appealing to the entire community.

Mayor Harker emphasized the push for public awareness of the UDO Code Assessment document, which will guide the UDO rewrite. She directed staff to continue promoting awareness while Mr. Smith works to provide a scope of work for the next phase of the project.

Public Comment

Joey McClure, 425 Front Street, Beaufort NC:

Mr. McClure shared he was co-owner of several local restaurants in the area. He commented on proposed food truck ordinances, noting he was in favor of allowing invited food trucks downtown as they are a popular dining option. He suggested that invited food trucks that can plug in to a power source should be allowed in Town, emphasizing the benefits to businesses and customers. He specifically shared the positive impact food trucks had on Fishtowne Brew House. He recommended the Town craft an ordinance that balances the needs for food trucks, protecting brick and mortar restaurants, while also preserving the charm of Beaufort.

Ray Cotterman, 208 Fairview Drive, Beaufort NC:

Mr. Cotterman explained that he has an 18-foot easement at the rear of his property that needs to be cleaned up. He requested the Town or Streamline Developers clean up the silt fence area.

New Business

1. Authorization to Advertise for Professional Services (Waterfront)

Charlie Burgess, Interim Town Manager, requested permission to approve the release and advertisement of several RFQs and RFPs associated with the Waterfront Project. He explained such items related to the procurement of services and construction activities may include the design/build of underground storage tanks to support the Beaufort Marina operation, professional grant writing services, and/or retaining a private entity for the daily

operations and oversight of the marina. He shared he would inform the Board before any advertisements were released.

Commissioner Cooper made a motion to authorize staff to advertise for professional services as requested.

The motion carried unanimously.

2. Beaufort Waterfront Operations and Finance Committee Update

Commissioner Gillikin provided an update on the committee's recent meetings, focusing on implementing the waterfront plan and procurement efforts. She shared the committee is currently working on a Letter of Intent for the BRIC Grant. She noted the committee is considering whether to include gasoline at the docks, weighing the benefits against potential safety and liability concerns. She said that the committee recommends naming the docks "Beaufort Town Docks" and seeks board approval.

Commissioner Spiegler made a motion to formally name the waterfront, "Beaufort Town Docks", for all purposes moving forward.

The motion carried unanimously.

3. Dedication of Public Improvements, Beau Coast Ph 3 and Beau Coast West Ph 1

Sam Bell, Town Engineer, shared staff is requesting the Board adopt a resolution accepting certain sewer and water utilities, sewer and water easements, public streets, public access and sidewalk infrastructure, and the public lands, rights-of-way, and easements, related thereto within Phase 3 of the Beau Coast subdivision and Phase 1 of the Beau Coast West subdivision.

Commissioner Cooper made a motion to adopt the resolution accepting public improvements related to Beau Coast Phase 3 and Beau Coast West Phase 1.

The motion carried unanimously.

4. Sewer Allocation Reservation Request - Beaufort Club - Enclave

Mr. Bell shared the applicant, Beaufort Investment Holdings LLC, submitted a sewer reservation request for the Beaufort Club- Enclave for 12,600 gallons per day (gpd) of sewer treatment capacity to be allocated for additional homes in the residential subdivision. Mr. Bell explained if approved, the allocation represents approximately 0.8 percent of the 1.5 million gallons per day treatment capacity of the Town's wastewater treatment plant (WWTP). The most recent accounting shows the sum of the utilized and reserved/allocated capacities to stand at approximately 75 percent. He noted the applicants were not present to answer any questions.

Commissioner LoPiccolo suggested exploring participation with the developer in terms of the overall infrastructure at Beaufort Club. He also expressed concerns related to the trigger for a second means of ingress and egress in the development.

Commissioner Spiegler confirmed the approval of the allocation request would bring the total capacity to about 76 percent. She asked what would happen when the Town hit the 80 percent mark.

Mr. Bell explained the state would require they have a plan in place for sewer plant expansion. He shared at 90 percent capacity, the Town would actually have to start construction to expand the plant.

Commissioner Oliver questioned the daily usage numbers and noted the importance of discussing the topic at the upcoming annual retreat.

Commissioner LoPiccolo made a motion to table the item until the applicant or representatives were present to address questions from the Board.

The motion carried unanimously.

Manager Report

Mr. Burgess shared the Professional Park Study firm was still working to complete the final document and noted the need to delay the public meeting until January 2025 to ensure adequate time to review the plan. He discussed several upcoming topics to be discussed at the annual retreat and asked the Board to send him any desired items for the agenda.

Fire Chief Tony Ray and Planning Director Kyle Garner provided additional information related to Beaufort Club and its future development. Chief Ray shared 100 dwellings triggers a second means of ingress and egress.

Mayor/Commissioner Comments

Commissioner LoPiccolo welcomed the new hires and commended the Fire Department on the ceremony of the new fire engine.

Commissioner Cooper thanked the Fire Department for their work in a recent fire.

Commissioner Spiegler thanked those who attended the meeting as well as those watching online.

Mayor Harker welcomed the new employees and shared several upcoming events in Town.

Recess

Commissioner Cooper made a motion to recess the meeting to November 15, 2024, at 2:15 p.m. at the Beaufort Train Depot.

The motion carried unanimously.

Sharon E. Harker, Mayor

Elizabeth Lewis, Town Clerk