



**Town of North Topsail Beach
Board of Aldermen Regular Meeting**

Wednesday, May 13, 2026, at 11:00 AM

Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460

(910) 328-1349 | www.northtopsailbeachnc.gov

*Mayor - Richard Grant
Alderman - Laura Olszewski
Alderman - Mark Barefoot
Town Manager - Larry Faison*

*Mayor Pro Tem - Connie Pletl
Alderman – Kip Malcolm
Town Clerk – Alexis Stanfield*

- I. CALL TO ORDER (Mayor Grant)**
- II. INVOCATION (Alderman Malcolm)**
- III. PLEDGE OF ALLEGIANCE (Alderman Barefoot)**
- IV. APPROVAL OF AGENDA**

Specific Action Requested: Mayor will request for a motion to adopt the agenda.

- V. MANAGER'S REPORT**
- VI. OPEN FORUM**

Citizens have the opportunity to address the Board for no more than three minutes per comment on any issue upon which the Board of Aldermen has control.

VII. PUBLIC PRESENTATIONS AND HEARINGS

- A. Proclamation 2026-01 Proclamation Honoring the Life and Leadership of Alderman Larry Strother (Clerk Stanfield)
- B. Coastal Engineer Monthly Report (Engineer Fran Way)
- C. Beach Project Update (Chris Gibson)
- D. PUBLIC HEARING: Adoption of Digital Zoning Map (Planning Director Hill)

Specific Action Requested: Mayor may request a motion to adopt the Digital Zoning Map with a paper copy on file with the Town Clerk.

- E. Review of NCGS § 160A-63. Vacancies and North Topsail Beach Code § 2-16 Vacancies

Specific Action Requested: Staff request the Board provide the Public with an update regarding the Board's intent to fill the vacant Alderman seat, any methods of applying for the seat, and all other relevant information.

VIII. CONSENT AGENDA

A. Approval of Minutes

April 1, 2026, Board of Aldermen Regular Meeting Minutes

April 8, 2026, Budget Work Session Minutes

B. Department Head Reports

1. Finance Department
2. Fire Department
3. Inspections Department
4. Planning Department
5. Police Department
6. Public Works

C. Committee Reports

1. Planning Board & PPI Committee
2. Board of Adjustment
3. TISPC <https://tispc.org/minutes/>
4. ONWASA
5. Parks & Rec Committee

D. Budget Amendment 2026-26.50 Fund 50 Fire Station #2 WB Brawley CO12 and CO13

E. NCTVS Motor Vehicle Refunds

Specific Action Requested: Mayor will request a motion to approve the Consent Agenda.

IX. CONTINUING BUSINESS

A. Off Duty Officer Security Services Agreement (Chief Page)

Specific Action Requested: Mayor may request a motion to approve the Security Services Agreement with Topsail Dunes Homeowners Association, Inc.

B. NCEM-DRM: NTB Flood Improvements Project - Contract (Manager Faison)

Specific Action Requested: Mayor may request a motion to approve BA 2026-26.51 and 2026-26.52 as presented.

Specific Action Requested: Mayor may request a motion to approve CA 2026-26.53 awarded to Atlantic On-Site Development, LLC and authorize the Interim Town Manager to finalize and execute all necessary documents needed to proceed with this project, conditioned upon the satisfactory review and approval of contract documents by the Town Attorney.

X. NEW BUSINESS

- A. Amendment to the 2026 Board of Aldermen Regular Meeting Schedule (Clerk Stanfield)

Specific Action Requested: Mayor may request a motion to amend the Board of Aldermen Regular Meeting Schedule for CY 2026.

- B. Appointment of Check Signatory (Clerk Stanfield)

Specific Action Requested: Mayor may request a nomination for the third check signatory.

- C. Application for Reappointment to the Planning Board (Clerk Stanfield)

Specific Action Requested: Mayor may request a motion to reappoint Teri Ward to the Planning Board as a regular member for a three-year term.

- D. Approval to Dispose of Fixed Asset (Public Works Director Huckaby)

Specific Action Requested: Mayor may request a motion to declare the Z920M John Deere Mower as surplus property and authorize staff to proceed with disposal.

- E. Approval of Change Order #1 for MRM Construction Contract Amendment 2026-23.49 (Public Works Director Huckaby)

Specific Action Requested: Mayor may request a motion to approve Change Order #1 for MRM Construction.

- F. Deck Restoration and Erosion (Public Works Director Huckaby)

- G. Approval to purchase from Quality Equipment under State Contract 2210B (Public Works Director Huckaby)

Specific Action Requested: Mayor may request a motion to approve to purchase from Quality Equipment under State Contract 2210B for the Public Works Department and authorize the Town Manager to execute all necessary agreements to proceed.

- H. NTBFD Fire Truck (Chief Soward)

- I. Beach Safety (Mayor Grant, Manager Faison, Fire Chief Soward)

- J. Legislative Update (Mayor Grant and Mayor Pro Tem Pletl)

XI. OPEN FORUM

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XII. ATTORNEY'S REPORT

XIII. ALDERMAN'S REPORT

XIV. MAYOR'S REPORT

XV. CLOSED SESSION

To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

XVI. RECESS

The Board of Aldermen shall recess the meeting once the regular meeting items have been heard and/or acted upon. The Board of Aldermen will resume the regular meeting at 3:00PM at North Topsail Beach Town Hall located at 2008 Loggerhead Court on May 13, 2026, to hear Fiscal Year 2026 - 2027 budget work session items.

XVII. BUDGET WORK SESSION

- A. Department Head Budget Overview (Manager Faison)
- B. Beach and Capital Projects (Manager Faison / Finance Director Johannessen)

XVIII. ADJOURNMENT