



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

**Wednesday, February 11, 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 - Mark Barefoot
Alderman - Laura Olszewski
Town Manager - Alice Derian*

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

I. CALL TO ORDER (Mayor Grant)

Mayor Grant called the meeting to order at 11:00AM.

II. INVOCATION (Alderman Barefoot)

Alderman Barefoot gave the invocation.

III. PLEDGE OF ALLEGIANCE (Alderman Strother)

Alderman Strother led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Attorney Trey Ferguson requested the Board of Aldermen add a road closure petition to the agenda under New Business.

Alderman Malcolm requested clerical changes to the January 7, 2026, Board of Aldermen Meeting Minutes and the addition of the Fire Grant to the Consent Agenda.

Alderman Strother requested the Board add CBRA update to the agenda under continuing business.

Motion – Alderman Strother made a motion to approve the agenda with the changes. Alderman Malcolm seconded the motion. The motion carried unanimously.

V. MANAGER'S REPORT

Staffing Updates:

Manager Derian reported the accountant 1 position had been filled with a scheduled start date of March 2nd. She reported that the Town would continue its agreement with Roth Staffing, which will move the staffing level to three in the Finance Department, effective March 2nd with designated areas of responsibility.

Manager Derian reported a follow-up call with MGT regarding the Police Chief vacancy. MGT reviewed the board meeting and have relayed they will provide a written list of recommended

advertising and outreach sources for review and approval by the Town Manager, which will include NC Association of Chiefs of Police and NC Police Executives Association, along with any other relevant state, regional, and national outlets. The Board of Aldermen approved a contract authorization of up to \$26,000 as the flat fee for services and a caveat for expenses. MGT has forwarded a final statement of work/contract that includes the \$26,000 flat fee for services and expenses to be capped at \$3,500. Manager Derian provided this to the attorneys and made the Board aware.

Potential Tropical Cyclone #8:

PTC#8 work paused operations during the winter storm and resumed on February 5th. The project is expected to be completed at the end of this month. Manager Derian met with Engineer Fran Way last week while here for a site visit. There was no concern of further erosion following the winter storm. Manager Derian received inquiries regarding sand covered crossovers resulting from the contractor's work. This was reviewed during the site visit, and Fran Way reported that the dune placement builds onto the existing dune and needs to be adjacent to it. Permit conditions also require the dune sand to be as landward as possible. The contractor has been reportedly doing a good job of carefully placing the new dune material around the walkways while also keeping the dune as continuous as possible. Porpoise Place was noted as usable with several visible sets of footprints indicating use. Dune overwalk stairs are designed to accommodate varying levels of sand as the beach accretes and erodes over time. Individual homeowners can shovel/move level sand at their walkways for easier access. This leveling effect should also occur naturally over the next month. Removing all the sand at stairways is not recommended as this will create uneven holes that would make beach access more difficult.

The workplan continues to be the same. The contractor is accessing the beach through Jenkins Way Access (41). Their work plan has been based on tides and accessibility.

Phase 4 Grant Closeout:

Manager Derian reported at the December meeting that the Town had submitted a letter to NC Dept of Environmental Quality indicating that work was complete with an accounting of the interest earned and unspent funds, which totaled \$2.8M at the time. They have responded with the determination that those funds will need to be returned. The Town has asked if any expenses related to GWI can be counted towards Town Administration. ATM engineers also had December 2025 expenses related to this grant in reporting on the sand and project. Once they respond, the Town will determine the final amount and wire the funds to the state.

Shallow Draft Navigation Channel Dredging Application:

Engineer Chris Gibson with TI Coastal submitted a Resolution template and a completed application for review last Thursday, which was provided to Mayor Grant, Town attorneys, Carters and the Town Finance Officer. The Town had a call on Friday to discuss the contents of the application. Manager Derian provided a review with edits to include the Financial Resources section. Doug Carter will be reviewing this further, specifically the budget worksheet for the application, before it can be presented to the Board for consideration. Manager Derian reported she had reached out to the state to confirm that the application process is rolling. There is no specific deadline, and Manager Derian's communications are on-going currently. She reported that there were some concerns regarding eligibility as proposed and had asked if there would be any modifications to the project from what was originally discussed with Chris Gibson. Chris has been asked to respond. Should these matters be resolved and an application with a resolution is ready to be presented to the Board before the March meeting, a special meeting will be requested.

Winter Storm Response:

Manager Derian thanked staff, specifically the Fire Department, Police Department, and Public Works who worked during the winter storm. Manager Derian reported they did an excellent job of clearing critical facilities and town roads.

Announcements:

The vegetative debris pick up for residents is scheduled to start next week. Residents who wish to participate will need to place vegetation near the roadside on the right-of-way on or by February 16th. For more details, please visit the Town website.

Public Works continues to assess beach access signage. They anticipate completing next week and facilitating replacements.

VI. OPEN FORUM

Sam Ferreri, 148 Sea Gull Lane, thanked Interim Chief of Police Andrew Page for following up with him and addressing speeding issues.

VII. PUBLIC PRESENTATIONS AND HEARINGS

VIII. CONSENT AGENDA

A. Approval of Minutes

January 7, 2026, Board of Aldermen Regular Meeting Minutes

B. Department Head Reports

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

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. Coastal Engineer Monthly Report (Fran Way)

E. Disposal of Sutphen Fire Engine

F. Disposal of TEREX 200 Loader

G. Proclamation 2026-01 Centennial Proclamation: Commemorating the 100th Anniversary of the American Shore & Beach Preservation Association

H. Budget Amendment 2026-26.37 Fire Station #2 Fund - 50 WB Brawley CO #11

I. Fire Grant

Motion— Alderman Malcolm made a motion to approve the consent agenda. Alderman Barefoot seconded the motion. The motion carried unanimously.

IX. CONTINUING BUSINESS

- A. Approval to Award Contract to Maven Roofing for Public Works Roof Replacement (Chris Huckaby)

Chris Huckaby, Public Works Supervisor, presented the item. Huckaby reported the estimate had changed since the item was first presented to the Board in 2025. The new estimate does not include the demolition anymore as that has already been completed. The Board asked questions regarding loose screws, aesthetics, etc. The cost includes a 5% caveat for expenses.

Motion – Alderman Olszewski made a motion to approve the contract to Maven Roofing. Alderman Strother seconded the motion. The motion carried unanimously.

- B. Beach Crossover - Old 40 (Public Works Supervisor Huckaby)

Chris Huckaby, Public Works Supervisor, presented the item, reporting the old 40 beach crossover was encroaching on private property. Huckaby requested the Board approve a contract with MRM Construction. Huckaby reported that ADA compliance is not suitable for this location. Huckaby answered questions from the Board.

Motion – Alderman Malcolm made a motion to approve the contract to MRM Construction. Alderman Olszewski seconded the motion. The motion carried unanimously.

- C. Ardurra – Storm water projects overview (Marc Horstman and Michael Tassitino, Engineers)

Budget Amendment 2026-26.38 and Contract Amendment 2026-26.40 for construction administration and construction observation (Manager Derian and Ardurra)

Marc Horstman, Ardurra Engineer, provided the Board and public with background information going back three years. Horstman explained that there were ten (10) “hot spots” identified for severe flooding. Grant funding is reimbursable. He reported that flood water could be used in an infiltration system. Horstman reported that the final design stage is complete and the project is out to bid. There will be a pre-bid meeting on February 26, 2026, at 10:00AM, and bid day will be on March 10, 2026, at 10:00AM. After the Bid Opening / Contract Selection Phase, Ardurra’s contract is completed.

Motion – Alderman Strother made a motion to approve contract amendment 2026-26.40 and budget amendment 2026-26.38. MPT Pletl seconded the motion. The motion carried unanimously.

X. NEW BUSINESS

- A. Hazard Mitigation Plan (Planning Director Hill)

Deb Hill, Planning Director, presented the item to the Board. Hill reported the Town is obligated to adopt a Hazard Mitigation Plan. The Planning Board approved the draft strategies presented and passed a motion to present it to the Board of Aldermen for approval. The Planning Board will review the changes and present a resolution to formally adopt the plan at a later meeting. This plan will be a living document.

Motion – MPT Pletl made a motion to adopt the North Topsail Beach Mitigation Action Plans. Alderman Malcolm seconded the motion. The motion carried unanimously.

B. Applications for the Topsail Island Shoreline Protection Committee (Clerk Stanfield)

Stephen Newbern

The Board did not take action on this item.

C. Applications for the Planning Board (Clerk Stanfield)

The Board of Aldermen wrote down their choice of applicant and submitted it to the Clerk. Sam Ferreri was appointed to the Planning Board as a full member after receiving four of five votes.

D. Applications for the Beach, Inlet, Sound Advisory Committee (Clerk Stanfield)

Rebecca Lindsey

Kim Browning

Stephen Newbern

The Board of Aldermen wrote down their choice of applicant and submitted it to the Clerk. Stephen Newbern was appointed to the BISAC after receiving three out of five votes.

E. Police Department Vehicle Purchase (Interim Chief Page)

Andrew Page, Interim Chief of Police, presented the item. Page reported to the Board that a delay in purchasing this vehicle could disrupt the vehicle replacement plan the Police Department has put in place. The cost of the vehicle is \$15,000.00 less than budgeted.

Motion – MPT Pletl made a motion to approve the purchase of a 2025 Dodge Durango Pursuit. Alderman Olszewski seconded the motion. The motion carried unanimously.

F. Approval of GWI Contract and Contract Authorization Ordinance 2026-26.43 (Mayor Grant)

Mayor Grant presented the item. He advocated for a set contract amount with GWI. \$30,000.00 will be allotted to GWI to finalize FEMA funds and \$5,000.00 to assist the Finance Department with any needs. The contract would be a six-month contract. Finance Director Wayne Johannessen spoke on behalf of his department, advocating support for the contract. Alderman Olszewski confirmed the Finance Department has all budget templates created by GWI from the previous contract.

Motion – Alderman Malcolm made a motion to approve the contract to GWI Tax and Accounting as presented. Alderman Strother seconded the motion. The motion carried unanimously.

G. Petition of Road Closure

Corrie Lee, Equitas Law Firm, presented the item to the Board. An applicant is requesting the Town close a road that runs between two of his properties. The closure of the road would be for the purpose of creating one flowing property. The Board discussed amongst themselves and came to the consensus of having the Planning Board hear the petition and give the Board of Aldermen a recommendation.

Motion – Alderman Olszewski made a motion to have the Planning Board hear the petition and give the Board of Aldermen a recommendation. MPT Pletl seconded the motion. The motion carried unanimously.

H. CBRA Update

Mayor Grant and Alderman Strother presented the item. Alderman Strother reported that the US Fish and Wildlife offered a counter proposal with the Town's proposed legislation, changing it so that legislation only applies to "developed land" in North Topsail Beach. Developed land will be removed from CBRA, while undeveloped land will stay in CBRA as it has been historically.

Motion – Alderman Olszewski made a motion to support the language of the legislation and will work with Town lobbyists on the appropriate course of action to get this change of language. Alderman Strother seconded the motion. The motion carried unanimously.

XI. OPEN FORUM

Teri Ward, 154 Oceanview Lane, requested clarification on CBRA language.

XII. ATTORNEY'S REPORT

There was no attorney's report given.

XIII. ALDERMAN'S REPORT

Alderman Barefoot thanked the public for attending, congratulated Samuel Ferreri for joining the Planning Board, and thanked staff and citizens for their aid during the winter storm. He announced he would be attending the JUMPO meeting with Alderman Malcolm, the Planning Board meeting would be held on Thursday, and the 250th Anniversary of the U.S so the summer will be busy. Alderman Malcolm announced he attended the Carolina Marine Air Ground Taskforce New Years Reception with Alderman Olszewski. He urged citizens to check their outdoor plumbing and announced February events. Lastly, he spoke about Black History Month and Ocean City. Alderman Strother thanked citizens for attending the meeting and wished everyone a happy Valentine's Day.

Alderman Olszewski spoke about the strategic planning workshop the Board will be attending February 17th and 18th in New Bern, NC.

Mayor Pro Tem Pletl spoke about the strategic planning workshop and the steps moving forward. She thanked Manager Derian and staff for working on the winter storm.

XIV. MAYOR'S REPORT

Mayor Grant thanked staff who worked during the storm. He spoke about the beach projects.

XV. CLOSED SESSION

Motion— Alderman Olszewski made a motion to go into closed session under NCGS 143-318.11(a)(3): 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, and discuss:

State of North Carolina v. Shellhammer

Pacific Northwest Ventures, et al. v. Topsail Reef Homeowners' Association & North Topsail Beach

Alderman Strother seconded the motion. The motion carried unanimously.

Motion – Alderman Olszewski made a motion to return from closed session. Alderman Malcolm seconded the motion. The motion carried unanimously.

XVI. ADJOURNMENT

Motion – Alderman Olszewski made a motion to adjourn. Alderman Malcolm seconded the motion. The motion carried unanimously.