



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

**Wednesday, March 04, 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 - Kip Malcolm
Alderman - Laura Olszewski
Town Manager - Alice Derian*

*Mayor Pro Tem - Connie Pletl
Alderman – Mark Barefoot
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 Olszewski)

Alderman Olszewski gave the invocation.

III. PLEDGE OF ALLEGIANCE (Alderman Strother)

Alderman Strother led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Motion – Alderman Strother made a motion to approve the agenda. Alderman Barefoot seconded the motion. The motion carried unanimously. Discussion opened.

Alderman Malcolm requested the Motor Vehicle Refunds be pulled from the Consent Agenda and added as item A. under Continuing Business so he may be recused.

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

IV. MANAGER’S REPORT

Staffing:

Town Manager Alice Derian welcomed the new Accountant I, Norine Lux, who started employment with Town on March 2nd. Derian provided the Board and the public with some background information about Ms. Lux. She also reported the Town is accepting applications for part-time Beach Ambassadors for the summer season. The ambassadors will spend their time driving the beach strand, interacting with and educating visitors, observing and reporting violations to law enforcement officers. Three successful candidates will start Memorial Day weekend. The posting will go live on the website this week.

Potential Tropical Cyclone #8

PTC#8 sand work was completed on February 18th. In total, 61,000 cubic yards of sand were placed as part of this emergency berm project. The next phase of this project will be dune plantings. This is expected to take place this Spring. Engineer Fran Way has reached out to Coastal Transplants for information. FEMA informed Derian on February 28th that the Town's CAT B project has been approved by FEMA and the Town's total eligible amount is \$4,330,561. Since this is a large-scale project, the state can create reimbursement requests now with invoices and proof of payment that are ready to be submitted. This will provide some cash flow to the Town before the project is ready to be closed out.

FY 2026-2027 Budget Calendar:

Department Head meetings were held. These meetings were attended by Town Manager, Finance Officer and Department Head to assess departmental needs and review capital improvement requests. Derian submitted a proposed budget calendar based on her knowledge of Board members' schedules and offered to alter it should the Board require different days. The Board did not adopt the FY 2026 - 2027 Budget Calendar that was proposed. They requested time to review their calendars, submit dates of availability, and have the clerk draft new dates.

VI. OPEN FORUM

Shane Bartos, 13 Osprey Drive, spoke about updating the beach access language to include level one and two of electric bikes.

VII. PUBLIC PRESENTATIONS AND HEARINGS

A. Coastal Engineer Monthly Report (Engineer Way)

Fran Way, TI Coastal Engineer, provided an update to the Board regarding recently completed, current, and upcoming beach projects. This included updates regarding state grants and beneficial reuse, and Corps projects. The USACE Navigation Dredging and Placement Phase 1 Corps Beneficial Reuse Project was completed at the end of February 2025. There is no dredging planned for this upcoming winter (2026), but the USACE plans to announce Winter 2027 dredging plans this summer. Way reported that the FEMA Mitigation Phase 5 (and some of Phase 4) Beach Nourishment was completed. This held up well to PTC-8 and other recent storms (including Hurricane Erin and recent wave/surge events). Funding, Research, and Coordination of DA_143 is ongoing. Based on agency feedback, this project includes between 1.9 and 2.6 million cubic yards of sand. Easement coordination is continuous with state agencies. PTC #8 FEMA project process continues. There are no additional FEMA Information Requests. The Draft NRIR Management Master Plan EIS is under several levels of USACE review. Government shutdowns have slowed the process. The Biological Assessment and Essential Fishing Habitat is in progress.

VIII. CONSENT AGENDA

A. Approval of Minutes

February 11, 2026, Board of Aldermen Regular Meeting Minutes

February 11, 2026, Board of Aldermen Special Meeting Minutes

February 17, 2026, Board of Aldermen Special 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. NCTVS Motor Vehicle Refunds~~

Motion – MPT Pletl made a motion to approve the consent agenda as amended. Alderman Barefoot seconded the motion. The motion carried unanimously.

IX. CONTINUING BUSINESS

A. NCTVS Motor Vehicle Refunds

Motion – Alderman Barefoot made a motion to recuse Alderman Malcolm from voting on the NCTVS Motor Vehicle Refunds item due to a conflict of interest. Alderman Olszewski seconded the motion. The motion carried unanimously.

Motion – MPT Pletl made a motion to approve the NCTVS Motor Vehicle Refunds. Alderman Olszewski seconded the motion. The motion carried unanimously.

B. Electronic Bikes Beach Ordinance (Alderman Olszewski)

Alderman Olszewski introduced the item to the public and informed everyone that this was a discussion item that would not require action from the Board at this meeting. Alderman Malcolm informed the Board and Public of statutes authorizing municipalities to regulate safety measures taken in the Town. He spoke about the different classes of e-bikes: 1, 2, and 3. Classes 1 and 2 operate under 20MPH and class 3 operates over 20MPH. He reviewed what other municipalities have implemented. He spoke of four areas of concern: safety, environment, enforcement, and operations. Alderman Malcolm provided national safety trends regarding e-bikes from the years 2017-2023.

C. Proposed Rules of Procedure (Attorney Payson)

Attorney Chip Payson presented the item. This item was brought before the Board in 2025 for first review. Since then, Payson has made corrections and offered the updated draft for approval. Alderman Malcolm provided clerical amendments. Alderman Olszewski vocalized concerns with meeting times.

Motion – Alderman Strother made a motion to approve the Budget Workshop Calendar for FY 2026-2027 as presented. It received a second, and was later amended by Alderman Olszewski, however, after more discussion the motion was withdrawn.

Motion – Alderman Olszewski made a motion to approve the proposed Rules of Procedure with the clerical amendments. Alderman Malcolm seconded the motion. The motion carried unanimously.

C. Review of Southeastern North Carolina Regional Hazard Mitigation Plan and Approval of Resolution 2026-01 (Planning Director Hill)

Deb Hill, Planning Director, presented the item. The Hazard Mitigation Plan was presented at the January meeting and has since been heard by the Planning Board. The Planning Board voted unanimously to approve the plan.

Motion – Alderman Barefoot made a motion to approve the Southeastern North Carolina Regional Hazard Mitigation Plan and Resolution 2026-01 as presented. Alderman Malcolm seconded the motion. The motion carried unanimously.

D. Strategic Plan Update (Mayor Pro Tem Pletl)

MPT Pletl presented the item to the Board and public. She informed the public that the Board, Town Manager, and Doug Carter attended the North Carolina League of Municipalities Strategic Planning Workshop in New Bern, NC. She reviewed the four focus areas identified for the Town. Currently, the Board is still working on the plan, and it will not be finalized this year. The Board will work in the next steps to create stakeholder meetings and receive input from staff as well. A cost analysis will need to be conducted. The budget workshops will be the next direct steps. She vocalized that feedback from stakeholders is of the most importance.

X. NEW BUSINESS

A. Appointments to the Board of Adjustment (Clerk Stanfield)

Stephen Newbern

Kim Browning

Motion – Alderman Barefoot made a motion to appoint Stephen Newbern and Kim Browning to the Board of Adjustment as full members. MPT Pletl seconded the motion. The motion carried unanimously.

B. Registration and Sponsorship for N.C. Beach, Inlet and Waterway Association (NCBIWA) 2026 Local Governments Meeting April 23 and 24, 2026 in Emerald Isle, N.C. at the Islander Hotel (Manager Derian)

Motion – Alderman Malcolm made a motion to approve registration and sponsorship for N.C. Beach, Inlet and Waterway Association (NCBIWA) 2026 Local Governments Meeting April 23 and 24, 2026 in Emerald Isle, N.C. Alderman Barefoot seconded the motion. The motion carried unanimously.

E. Topsail Island Shoreline Protection Committee Request for Delegates (Manager Derian)

MPT Pletl and Alderman Strother volunteered to attend as representatives.

D. Discussion regarding participation in a Washington DC trip, scheduled April 20-23, 2026, and assigning two (2) delegates representing the Town of North Topsail Beach

MPT Pletl and Alderman Strother volunteered to attend as representatives.

E. Discussion regarding participation in a Raleigh trip tentatively scheduled for May 12th, and assigning (2 possibly 3) delegates representing the Town of North Topsail Beach

Mayor Grant, MPT Pletl, and Alderman Malcolm volunteered to attend as representatives.

XI. OPEN FORUM

Hannah McCloud, 1835 NRIR, requested updates regarding applications for Boards, Commissions, and Committees and spoke about the upcoming re-evaluations.

Rusty Walker, 115 Sea Gull Lane, felicitated the Board on the Strategic Plan work.

Susanne Vann, 1921 NRIR, thanked the Board for their work with Topsail Dunes and spoke about the upcoming re-evaluations.

Sam Ferreri, 140 Sea Gull Lane, spoke about the e-bike ordinance discussed earlier in the meeting.

XII. ATTORNEY'S REPORT

There was no attorney's report.

XIII. ALDERMAN'S REPORT

Alderman Barefoot thanked the public for attending the meeting. He informed citizens that board members can be reached through the website. There will be a JUMPO meeting next Thursday.

Alderman Malcolm spoke about emergency preparedness, the America 250 Onslow County Museum setup, Women's History Month, and the Strategic Plan.

Alderman Strother spoke about CBRA and provided beach renourishment updates.

Alderman Olszewski spoke about the upcoming MCIEAST- MCB Camp Lejeune Elected Official Luncheon.

MPT Pletl thanked the public for attending, spoke about the budget workshops, and the re-evaluation coming up.

XIV. MAYOR'S REPORT

Mayor Grant spoke about the upcoming re-evaluation, appeals process, and powers of the Town.

XV. CLOSED SESSION

There was no closed session held.

XVI. ADJOURNMENT

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