SHALLOTTE BOARD OF ALDERMEN
WORK SESSION
SEPTEMBER 15, 2026
5:15 P.M.

The Shallotte Board of Aldermen met for a work session on September 15, 2026 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Art Dornfeld presiding.

Aldermen present: Bobby Williamson, Gene Vasile, and Karmen Custer

Aldermen absent: Jimmy Bellamy and Larry Harrelson

Staff present: Mimi Gaither, Robert Waring, Natalie Goins, Jeremy Dixon, Isaac Norris, Paul Dunwell, Justin Ward and Ashley White.

I. CALL TO ORDER

Mayor Dornfeld called the meeting to order. A motion was made by Gene Vasile, seconded by Karmen Custer to open the meeting. Motion carried 3 yes 0 no.

II. CONFLICT OF INTEREST

Mayor Dornfeld asked if any member of the Board had a conflict of interest or the appearance of a conflict of interest regarding any item on the agenda. None identified.

III. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Bobby Williamson, seconded by Gene Vasile, to approve the agenda as submitted. Motion carried 3 yes 0 no.

IV. REVISE PUBLIC INFORMATION REQUESTS RE: City Camera Footage

Town Manager, Mimi Gaither, presented a proposal to revise how the Town handles public information requests related to city camera footage. It was suggested that town camera footage be considered data and handled like body and in-car camera footage. Under the proposed policy, members of the public who are not directly involved in an incident would not have an automatic right to view the footage, as it is considered raw data absent an active investigation. Once footage is associated with an investigation, it will be handled in accordance with applicable law and the procedures governing law enforcement recordings. A motion was made by Karmen Custer, seconded by Gene Vasile, to approve revisions to the public information request policy/form to clarify requests for camera footage. Motion carried 3 yes 0 no.

V. ADDITION/AMENDMENT TO PERSONNEL POLICY

1. Additions/Amendments
   - Article VII. HOLIDAYS AND LEAVES OF ABSENCE
     Amend: Section 26 Adverse Weather Conditions

   - Article VII. HOLIDAYS AND LEAVES OF ABSENCE

Renumber Current Section 27. Break Time for Nursing Mothers to Section 28

- Article VII. HOLIDAYS AND LEAVES OF ABSENCE
  NEW: Section 27: Emergency or Disaster Compensation Policy

A motion to approve the Article VII amendments, including the amended Section 26, new Section 27 Emergency or Disaster Compensation Policy, and renumbered Section 28, was made by Bobby Williamson, seconded by Gene Vasile. Motion carried 3 yes 0 no.

VI. CONSENT AGENDA

A motion was made by Karmen Custer, seconded by Gene Vasile, to approve the following consent agenda items. Motion carried 3 yes 0 no.

A. Budget Amendment BA-26-27-3 ($7,315.87) FEMA reimbursement funds for police department's help with tropical storm Helene.

Planning Director, Robert Waring, left the meeting at 5:29 p.m.

VII. TOWN MANAGER SEARCH

- Interview Questions
  Town Manager, Mimi Gaither, noted that Board members had previously submitted comments on the draft questions, and revisions had been incorporated.
- Selection Process (Where We're At)

  The Board discussed scheduling for candidate interviews for four candidates. Interviews are set for Tuesday, September 29th, starting at 8:00 AM.

VIII. CLOSED SESSION

Aldermen present: Bobby Williamson, Gene Vasile, and Karmen Custer

Aldermen absent: Jimmy Bellamy and Larry Harrelson

Staff present: Mimi Gaither, Robert Waring, Natalie Goins, and Ashley White.

Pursuant to NCGS 143-318.11 (a)(6), a motion was made by Gene Vasile, seconded by Karmen Custer to go into closed session to discuss a personnel matter. Motion carried 3 yes 0 no. The Board reviewed the Town Manager employment application screening checklists, including minimum and preferred qualifications, for the four candidates.

IX. RESUME OPEN SESSION

A motion was made by Gene Vasile, seconded by Bobby Williamson, to resume open session. Motion carried 3 yes 0 no.

Police Chief, Jeremy Dixon, rejoined the meeting.

X. DISCUSSION

1. Brunswick County Law Enforcement Association Range
   Police Chief, Jeremy Dixon, presented a request for the Board's support in preserving the Brunswick County Law Enforcement Association (BCLEA) shooting range/training facility located in Bolivia, NC. He noted that the range is critical not only to the Shallotte Police Department but to all municipal law enforcement agencies in Brunswick County, as it is the only accessible facility where officers can practice firearms skills beyond their annual state-mandated qualification. A motion was made by Bobby Williamson, seconded by Gene Vasile, to approve and sign a letter of support to be sent to the Brunswick County Commissioners. Motion carried 3 yes 0 no.

XI. ADJOURN

A motion was made by Bobby Williamson, seconded by Karmen Custer, to adjourn the meeting at 5:59 p.m. Motion carried 3 yes 0 no.

Respectfully submitted,
Natalie Goins
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Town Clerk