



# Board of Commissioners Agenda

## Town of Swansboro

Monday, October 23, 2023

### Board Members

John Davis, Mayor | Frank Tursi, Mayor Pro Tem | Pat Turner, Commissioner  
Harry PJ Pugliese, Commissioner | Larry Philpott, Commissioner | Jeffrey Conaway, Commissioner

### I. Call to Order/Opening Prayer/Pledge

### II. Public Comment

Citizens have an opportunity to address the Board for no more than three minutes per speaker regarding items listed on the agenda. There is a second opportunity at the end of the agenda for the public to address the Board on items not listed on the agenda.

### III. Adoption of Agenda and Consent Items

The Town Clerk respectfully submits to the Board, the Regular Agenda and the below consent items, which are considered to be of general agreement and little or no controversy. These items may be voted on as a single group without Board discussion "or" if so desired, the Board may request to remove any item(s) from the consent agenda and placed for consideration separately.

#### III. Consent Items:

- a. **May 8, 2023, Regular Meeting Minutes**
- b. **May 17, 2023, Special Meeting Minutes**
- c. **Budget Ordinance Amendment #2024-4**
- d. **Tax Refund Requests**

The Onslow County Tax Collector recommends refunds of the below listed taxes totaling \$863.88.

#### Vehicle Tax

Lien, Robert Alan & Allison Brodie	\$514.42	Military
McDonald, Evelyn Lee	\$24.82	Sold/Traded
Mixon, Wayne Crosby & Lynne Giddens	\$18.19	Tag Surrender
Peffley, Rachel Marie & Blake Lee	\$28.85	Tag Surrender
Schneider, Stephanie Michelle	\$14.86	Tag Surrender
Watson, Roger Levi Jr. & Megan Anne Edwards	\$112.09	Tag Surrender
Aldret, Kenneth Manning	\$144.77	Tag Surrender
Welch, Chad Leonard & Guillen, Sandra Soledad	\$5.88	Tag Surrender

### IV. Appointments/Recognitions/Presentations

- a. **Employee of the Quarter**

***Presenter: Gerald "Tank" Bates – Public Works Director***

- b. **Employee Introductions**  
*Presenters: Gerald "Tank" Bates –Public Works Director  
Jacob Randall – Fire Chief*

**V. Public Hearing - None**

**VI. Business Non-Consent**

- a. **Social District Survey**  
*Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM*  
Staff is responding to a request made by the Board of Commissioners at the August 14th meeting to conduct a larger scale survey from Shore Drive all the way to Highway 24 to both residents and businesses concluding a continued discussion of implementing a Social District downtown. Over 300 surveys were sent out on October 3rd with a due date of October 12th.

*Recommended Action: Direct staff to take further action developing an ordinance or decide to not pursue developing Social District at this time.*

- b. **Monthly Financial Report as of September 30, 2023**  
*Presenter: Sonia Johnson – Finance Director*
- c. **Public Safety/Emergency Operations Center Professional Services for Design and Construction Phase**  
*Presenter: Paula Webb – Town Manager*  
Our PSB/EOC Consultant Becker Morgan has prepared the next phase – Professional Services Agreement/Design and Construction Phase for the PSB/EOC Project.

*Recommended Action: Motion to authorize the Manager to proceed with the Design and Construction Phase and execute the agreement for \$840,500 with Becker Morgan or portion thereof.*

- d. **Future Agenda Topics**  
*Presenter: Alissa Fender – Town Clerk*  
Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

*Recommended Action: Discuss and provide any guidance*

**VII. Items Moved from Consent**

**VIII. Public Comment**

Citizens have an opportunity to address the Board for no more than five minutes regarding items not listed on the Agenda.

**IX. Manager's Comments**

- a. **Projects Brief**
- b. **Department Reports**

**X. Board Comments**

**XI. Closed Session**

- a. *Recommended Action: Motion to enter Closed Session Pursuant to NCGS 143-318.11 (a) (5) to instruct the public body's staff on negotiating terms for property acquisition.*

**XII. Adjournment**