



Board of Commissioners Agenda

Town of Swansboro

Tuesday, March 12, 2024

Board Members

John Davis, Mayor | William Justice, Mayor Pro Tem | Pat Turner, Commissioner
Jeffrey Conaway, Commissioner | Douglas Eckendorf, Commissioner | Joseph Brown, 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. August 14, 2023, Regular Meeting
- b. August 14, 2023, Closed Session
- c. August 28, 2023, Regular Meeting
- d. August 28, 2023, Closed Session
- e. Budget Ordinance Amendment #2024-7

IV. Appointments/Recognitions/Presentations

a. Recognition of McKenna Panos

Presenter: Mayor Pro Tem Bill Justice

V. Public Hearing

a. UDO Text Amendment to Massing Study Standards in the Historic District

Presenter: Rebecca Brehmer – Projects/Planning Coordinator, CFM, CZO

During the October 17, 2023, and November 28, 2023, Swansboro Historic Preservation Commission meetings, a request was made by the board to review and amend the current Massing Study Standards found under Section 11 New Construction of our Historic District Design Standards. The Planning Board recommended this amendment to the Board of Commissioners at their February 6, 2024, meeting.

Recommended Action:

1. Hold a public hearing;
2. Motion to approve Ordinance 2024-04 amending Appendix III Historic District Design Standards Section 11 New Construction.

VI. Business Non-Consent

a. Sidewalk Repair and Street Repaving Project ***Presenter: Jon Barlow – Interim Town Manager***

The property owner of 101-104 Church Street, aka Port of Swannsborough, is replacing the concrete parking pad in front of this business location. The Town owns a 6' wide portion of this pad along Church Street. The Town received a quote from the contractor working for the private property owner to replace the Town's portion in the amount of \$7,560 for 4" of concrete or \$9,000 for 6" of concrete (120 feet in length). Additionally, a quote to repave the portion of Church Street from Water Street to Front Street was received from Onslow Grading and Paving in the amount of \$22,755.50. Both of these projects are Powell Bill eligible. The FY23/24 Budget has funds remaining to cover these expenditures.

Recommended Action: Authorize staff to enter into a contract with Sun City Contractors in the amount of \$9,000 to replace 6'x120' of concrete and a separate contract with Onslow Grading and Paving in the amount of \$22,755.50 to repave a portion of Church Street.

b. 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.

c. Attorney's Report

d. Amendment to Board Policy # 15 – Private Roads and Associated Facilities Acceptance of Dedication and Maintenance ***Presenter: Jon Barlow – Interim Town Manager***

As requested by the board, an amendment to Board Policy #15 has been drafted by the Town Attorney for review.

Recommended Action: Motion to approve Resolution 2024-R4 to amend Board Policy # 15 – Private Roads and Associated Facilities Acceptance of Dedication and Maintenance.

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

X. Board Comments

XI. Closed Session

XII. Adjournment