



Board of Commissioners Organizational Meeting Agenda

Town of Swansboro

Monday, December 11, 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. **June 12, 2023, Regular Meeting Minutes**
- b. **June 26, 2023, Regular Meeting Minutes**
- c. **Amendment to the Audit Contract-Gregory T. Redman, CPA for Period 7/1/2022-6/30/2023**

IV. Appointments/Recognitions/Presentations

- a. **2023 Samuel Swann Bland Community Service Award**
Presenter: Mayor John Davis

The Samuel Swann Bland Community Service Award was created to honor the diligence, hard work, leadership, and dedication that characterized the contributions of Sam Bland to the public and the Swansboro Community. The award is made annually to a public employee, civic leader, or community volunteer that has demonstrated the qualities of outstanding dedication to the improvement of community services that were exhibited in the career and contributions of Samuel Swann Bland.

V. Public Hearing – None

VI. Business Non-Consent

a. Oaths of Office Ceremony

Administered by: The Honorable Judge, Jefferson Griffin

William Justice - Commissioner

Douglas Eckendorf - Commissioner

Joseph Brown - Commissioner

b. Mayor Pro Tem Appointment

Presenter: Alissa Fender – Town Clerk

In accordance with NCGS 160A-70 and Town Code 30.06, the Board of Commissioners shall select one of their number to act as Mayor Pro Tem.

Recommended Action:

1. Select Mayor Pro Tem

2. Judge Jefferson Griffin to administer the Oath of Office to the Mayor Pro Tem

c. Appointment of Representative to ONWASA

Presenter: Alissa Fender – Town Clerk

ONWASA's Board of Directors are appointed to three-year terms by the local governments in the service area. The Board is composed of eight members whose regular meetings are held bimonthly at Jacksonville City Hall, 815 New Bridge Street, Jacksonville, NC.

Recommended Action: Make appointment to ONWASA Board of Director's

d. 2024 Board of Commissioners Meeting Schedule

Presenter: Alissa Fender – Town Clerk

NCGS 160A-71 provides that the Board establishes a time and place for its regular meetings. The 2024 meeting schedule has been prepared based on the Town's Administrative Policy 1F which states that the Board of Commissioners meeting dates fall on the 2nd and 4th Monday of each month. Once adopted, the meeting schedule will be posted on the bulletin board outside the Administrative Offices at Town Hall and on the Town website.

Recommended Action: Adopt the 2024 meeting schedule.

e. Board Appointments

Presenter: Alissa Fender – Town Clerk

Due to expiration of terms or resignations, there are several board appointments needed. A list of expirations is provided below as well as those members who seek re-appointment and a Talent Bank Sheet with those citizens with an interest in serving.

Recommended Action:

1. Consider appointments to the Planning Board

2. Consider appointments to the Historic Preservation Commission

3. Consider appointments to the TDA

4. Consider appointments to the Parks Board

f. **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

X. Board Comments

XI. Closed Session

- a. *Recommended action: Motion to enter closed session pursuant to NCGS 143-318.11 (a) (5) to review contract terms of a public officer.*

XII. Adjournment