



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, NOVEMBER 15, 2022 – 5:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, November 15, 2022 at 5:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem Rick Smith; Commissioners Brian Murdock, Page Dyer, Pat Kwiatkowski and Gerald Arnold; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Police Chief Jeremy Dixon; Inspections Director Tim Evans; Public Works Director Chris Clemmons; Budget & Fiscal Analyst Daniel McRaney; and Town Attorney Rick Green.

Mayor Holden asked for a moment of silence and then called the meeting to order.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion by Commissioner Kwiatkowski to approve the agenda; second by Mayor Pro Tem Smith; approved by unanimous vote.

APPROVAL OF MINUTES

Motion by Mayor Pro Tem Smith that we approve the minutes from our last meeting (October 18, 2022); second by Commissioner Murdock; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

Jim Bauer provided information on his concerns with the bike path project and said the Town should have a plan. He detailed his concerns with the washout of sand during storms. Mr. Bauer would like to know what's going on with the pier and the cost to insure it.

ANNUAL MONITORING REPORT – FRAN WAY, APPLIED TECHNOLOGY AND MANAGEMENT

Assistant Town Manager Ferguson introduced Fran Way. Mr. Way reviewed his slideshow (hereby incorporated into the minutes). They look at volume change and shoreline change. The monitoring has occurred annually for over 20 years. Monitoring is used for planning and FEMA eligibility. The 2021 hurricane season was considered minor. This year we had Ian that was at a king tide and had five feet

of storm surge. We just had Nicole. The effects of Ian and Nicole are not in the annual report. Mr. Way provided details on the 2022 nourishment project. It was a successful project with nice sand, nice color and nice coarseness. There were a few delays for Weeks Marine, the dredger, but it was a good, successful project. It was all FEMA reimbursable. The Lockwood Folly Inlet Crossing also got a nourishment last year. For the two projects together, it was about 1.6 million cubic yards of new material being put on the beach. Mr. Way reviewed volume analysis and shoreline change analysis. The west end did have some erosion last year. Overall, island wide there was 1.6 cubic yards of gain. All of the sand placed will move west in the long term. He reviewed a chart of the mean high water shoreline change. From 2000 to 2022, the beach is much healthier now than it was. Mr. Way reviewed ongoing beach management activities. The Corps is working on their 50-year study. It is difficult to find that much material. They are continuing to coordinate with FEMA. The Lockwood Folly Inlet Crossing and the bend widener will also be something they watch. They will work on the west end analysis.

Mayor Pro Tem Smith asked if they are going to continue to dredge the Lockwood Folly Inlet. Mr. Way explained that they would.

PRESENTATION OF FISCAL YEAR 2021 – 2022 AUDIT RESULTS – ELSA WATTS, MARTIN STARNES AND ASSOCIATES

Town Manager Hewett introduced Elsa Watts. Ms. Watts said the Town received an unmodified opinion, which is a clean audit opinion. She thanked staff for their hard work on the audit. Any requested information was given timely and accurately. She reviewed the definition of Fund Balance. The Total Fund Balance for the General Fund was \$4.5 million. The Town had stabilization by state statute of \$622,000. That gives an Available Fund Balance calculation of \$3.9 million. This is an increase in Available Fund Balance by about \$406,000. The increase is due to overall increases in Fund Balance. Available Balance as a Percent of Expenditures for the General Fund was 146.8%. The LGC recommends you maintain at least 8%. The Fund Balance of \$4.5 million for the General Fund Revenues was an increase of \$555,000. Revenues continue to exceed expenditures. Revenues for the General Fund were \$4.1 million. This is an increase of about 7%. Expenditures were about \$3.1 million. That was an increase of less than 1%. She reviewed the top three revenues and expenditures for the General Fund.

The Quick Ratio for the Water Sewer Fund is 6.43. The LGC would be concerned if it was less than 1. The performance indicator that the LGC monitors should be at least 16%, The Town has it at 50%.

AUDIT COMMITTEE MESSAGE TO THE BOARD OF COMMISSIONERS ON THE EXTERNAL AUDIT FOR THE YEAR ENDING JUNE 30, 2022

Commissioner Kwiatkowski said the Audit Committee has been through the audit and heard a presentation from Ms. Watts. They prepared a message for the public that is in the Board's packets. As Ms. Watts said, this was a clean audit. It wasn't just one clean audit, we also had audits under federal and state requirements for grants. The fact that everything came back clean and there were no observations of internal control issues speaks a lot for how the Town has come forward in the Financial Department. She thinks the Financial Department should be commended for this. She reviewed the highlights.

AUDIT COMMITTEE RECOMMENDATION TO THE BOARD OF COMMISSIONERS TO AUTHORIZE THE TOWN MANAGER TO ISSUE A REQUEST FOR PROPOSALS AS SOON AS PRACTICABLE FOR CONTRACTING WITH AN EXTERNAL AUDIT FIRM

Commissioner Kwiatkowski stated this was the third year of a three-year contract with Martin Starnes. The Audit Committee recommends the Board authorize the town manager to issue a Request for Proposals as soon as practicable for contracting with an external audit firm.

Motion by Commissioner Kwiatkowski that we recommend to authorize the town manager to issue a Request for Proposals; second by Mayor Pro Tem Smith; approved by unanimous vote.

DEPARTMENT OF TRANSPORTATION OCEAN BOULEVARD RESURFACING/BIKE PATH CONSTRUCTION UPDATE – CAITLIN MARKS & CHAD HIMES, DEPARTMENT OF TRANSPORTATION

Town Manager Hewett introduced Chad Himes and Caitlin Marks. Ms. Marks said they are resurfacing Ocean Boulevard and adding bike lanes. The limit of that is state maintenance to state maintenance. That is from about Schooner Drive on the west side and Dunescape Drive on the east side. Bike lanes will be added to both sides of the road, so they need to widen the road by 10 feet. They are doing asymmetrical widening, so they will be adding seven feet on the oceanside and three feet on the opposite side where the sidewalk already is. Ms. Marks reviewed funding estimates. GSATS did provide about \$1 million in DA funds, the Town is providing a match of about \$725,000 and DOT's resurfacing portion is about \$2.5 million. These are just estimates. Once the bids are opened, the real prices will be known. They did have some challenges with permitting. For the permit, they needed to notify about 192 citizens in an area where the project overlapped with an area of environmental concern. They received 20 citizen objections that they need to respond to. DOT signed a letter that said they would be monitoring the work after the bike lanes go in for any sort of drainage issues and they will address that at that time. Ms. Marks said the permit was successfully issued November 9th. At the end of the month, they will advertise the project. They will open the bids in one month. They will know the cost at that point and will determine if they would like to move forward with the project. They will have a date of availability of January 23rd and they will be finished by Memorial Day.

Mayor Holden asked about an updated survey for Swordfish. Ms. Marks did not have an update, but will get back to him. Commissioner Kwiatkowski asked how far the bike lane is going to go. Ms. Marks replied it is stopping at Schooner.

DISCUSSION AND POSSIBLE ACTION ON THE NORTH SIDE RIGHT-OF-WAY AFTER BIKE LANE CONSTRUCTION

Commissioner Kwiatkowski said three feet will be added to the north side. There is more than three feet between the current end of the road and the sidewalk. There will be a narrow strip of space. She asked if DOT fills that in and if they do, what material they use. Ms. Marks responded that they typically leave it grassy. Commissioner Kwiatkowski inquired if DOT has an approved pervious product that could be used for the sidewalk that could be considered in typically bad areas for stormwater. Mr. Himes explained when applying for a permit, they have been approved for what is there today, which is

impervious. He said the question came up if the bike lanes could be pervious. They do not have an asphalt for that thickness to be pervious as well. They treat it in places they can treat it.

POLICE REPORT – CHIEF DIXON

- For the most part, they are business as normal. Went over the report. Didn't have Otto Connect's numbers in time for the packets. They had 296 violations. For the 2022 season, they issued 2,311 violations out of 64,000 vehicles that they parked. That is a 3.5% violation rate and 96.5% compliance rate. Town Manager Hewett added that generally speaking in comparison, the violations issued is significantly lower than in other places.

Commissioner Dyer asked if they had any issues with compliance since the Town didn't change the speed limit this year. Chief Dixon said they have been working on traffic enforcement down there. Mayor Pro Tem Smith said he noticed the speeds are significantly better than in the past.

- Run Holden Beach has been rescheduled for December 10th. Plan accordingly. If you need to be anywhere, leave early. There will be cones, pilot cars and lane closures. Reviewed routes and times.
- The two vehicles ordered last year finally were delivered to the upfitters. Still waiting on some equipment. The truck ordered this year has shown up. Will deliver it to the upfitter before Thanksgiving.
- In the budget, they were approved for interview room cameras and the back-office suite. Part of that was a program so in the next few years the system would be buildable, they could add in-car cameras and body worn cameras. The interview room is set up, but the cameras are on back order. The Greater Holden Beach Merchants Association has been doing fundraisers on behalf of the Police Department. They have been going above and beyond. They ordered over \$11,000 of body worn cameras and had them delivered to the Police Department. Presented members of the association with a thank you plaque.

INSPECTIONS DEPARTMENT REPORT – INSPECTIONS DIRECTOR EVANS

- Reviewed the report. They had 39 active new permits, 309 other active permits, issued seven permits for over \$30,000 and have 13 total permits waiting to be picked up, for a total 357 permits worked for the month. They have 29 permits in review, two CAMA permits in review and they issued 15 zoning permits and six CAMA permits. They serviced 94 permits for the month and had 374 inspections.
- Had their 10th annual contractors meeting this month. Had over 70 contractors in the room. Provided information on the meeting.
- New inspector received her first level one certification. She is currently signed up to take the building next. That will be in January and she will hopefully be tested in March.

DISCUSSION AND POSSIBLE ACTION ON THE PLANNING & ZONING BOARD'S (P&Z) RESPONSE TO THE BOARD'S TASKER CONCERNING FRONTAL DUNES (CODE OF ORDINANCES SECTION 94.03 FRONTAL DUNE POLICIES AND REGULATIONS)

Inspections Director Evans explained P&Z recommended option 5. He brought back the extra information requested by Commissioner Kwiatkowski. Commissioner Kwiatkowski asked how to keep people on a track when going to the beach. She said when you have multiple dunes and it is not 300 feet, people are wandering through the dunes. She inquired about a possible solution. Inspections Director Evans replied he doesn't know. The 300 feet has no bearing on that. The 300 feet that was put into the exception at the west end was the number that was required to get over the water. Inspections Director Evans provided information on the research P&Z did.

Motion by Commissioner Kwiatkowski that we put option 5 into the agenda at next month's meeting to allow public comment and a decision by the Board at that time.

After discussion, the Board came to a consensus to put option 5 on the agenda for December.

CONDITION AND SAFETY ISSUES WITH TOWN-OWNED PROPERTY AT 796 OCEAN BOULEVARD WEST – JOEL EHLE, HOMEOWNER 798 OCEAN BOULEVARD WEST

Mr. Ehle reviewed his slideshow that included what he would like the Town to do to 796 Ocean Boulevard West and pictures of the property. He would like the house maintenance on the home to include paint for the exterior surfaces, remove or replace the HVAC units/stands, remove the TV antenna and wire hanging and remove/replace torn screens. Mr. Ehle said there is interest from neighbors to buy the property.

Commissioner Kwiatkowski said the reason the Town bought the building was as a buffer for noise for the lift station. There has been an evaluation done of what the building could become as a parks & rec facility. She stated she assumes any Town property is periodically inspected. She asked how often people are checking inside the building. She said if things need to be done the Board would have a budget discussion. Mr. Ehle said he doesn't think the noise from the lift station is bad, the sound from the HVAC units is worse. Commissioner Dyer said she believes money for the engineering analysis is in the budget this year. She inquired if it is possible to move forward to get the engineering analysis and to revisit the master plan to decide what the Board wants to do with the building. She added if we are keeping the building, paint and HVAC need to be addressed. Assistant Town Manager Ferguson said she is working with Town Manager Hewett and Inspections Director Evans to get the engineering analysis completed. The amount of money put into the budget was \$40,000 so there is not money currently included for painting or HVAC. Mayor Pro Tem Smith asked about the condition of the back steps. Inspections Director Evans responded the fasteners have degraded, but right now the building is not being occupied. If people are going in and out, you could post it as no trespassing. You could remove the steps and the HVAC, but he wouldn't recommend removing the HVAC units unless they are going to be replaced. The inside looks good. It protects the structure by running the system. The units will not be allowed to go back on the side. The current ordinance will require them to be moved to the front or the rear once work is started. Inspections Director Evans said they are in the process of getting an engineer, but they are more interested in getting a layout or site plan and then having the

engineering analysis done. Assistant Town Manager Ferguson explained the Police Department has the property under the keep check process and staff checks it periodically since we bought it.

Commissioner Kwiatkowski suggested taking the screens out. Commissioner Dyer recommended taking the wire and antenna down. How to proceed was discussed.

IAN AFTER ACTION REPORT

Town Manager Hewett reviewed preliminary actions before a storm comes through. Mayor Holden assembles the staff. Some actions if we think the storm will impact us include pulling the beach mats, dropping shade sails, fueling all vehicles and generators, repositioning generators, hoses and pumps and dropping the Town Hall shutters. We coordinate with the Fire Department who is an important partner in our emergency preparedness. Ian was forecasted as low-grade category 1, with the probability of canal flooding. Every storm is different and there are uncertainties that go with forecasting. The track presented gave us a false sense of security. He reviewed what was expected. We have a new tide gauge that gives us real time data on tides, in addition to a wind and rain gauge. Based on how the storm came through on top of a six-foot-high tide, we got an additional five feet of tide. That tide happened within about two hours. That was unexpected. Fortunately, we didn't have any issues with power and we didn't lose water. We had to shut down the sewer lift stations. Town Manager Hewett said his impression was this was a tide surge event, not stormwater. We saw impacts in the canals, the 300 block and the west end. He showed pictures of the effects of the storm. The lift stations were never designed to run under three feet of water. While the water didn't harm the lift stations, it is not the safest environment for crews.

Town Manager Hewett reviewed the outcomes. Public Works Director Clemmons lost a truck due to flooding. Town Manager Hewett thanked the Fire Department, Chief Todd, Todd Robins, Tyler Johnson and Ken Hall from Engine 872. They were instrumental in helping pump out flood waters. Lift station #4 had water over the top slab and wet well. The basement needs a watertight hatch. Public Works Director Clemmons has some ideas on improving the robustness of the lift stations. The wet well also needs a 24-inch collar added to the top of it. Met with the engineer, Leo Green on the Greensboro lift station #2 effort. After working 17 hours, the Public Works Department had the lift stations working the next day. Town Manager Hewett said we recognize the Town needs some sort of island wide drainage. If you don't have somewhere to pump the water, all the pumps in the world will not do any good. Until the tide falls out, you can't pump the water anywhere. Simultaneously with the storm, we had a ransomware issue we needed to deal with. We will do a better job of making sure the people who are working are taken care of with food when these things happen.

Town Manager Hewett said a couple of weeks before the storm hit, we had our sea oats harvested. If we didn't pull the seeds when we did, we would be less likely to have a robust program as we do currently. The Inspections Department did a windshield tour assessment. He believes the estimates are at about \$8 million of damages. For communications during the storm, we do not try to relay real time weather information. We assess threats and advise people accordingly. When the storm gets here, we focus on our assessment and reconstitution of the island. Town Manager Hewett talked about our disaster debris contact. One of the major takeaways is at the staff level we will be evaluating what we call our walkaway point of service delivery. We do not want to have a tragedy occur.

DISCUSSION AND POSSIBLE APPROVAL OF WARD AND SMITH, P.A. ENGAGEMENT LETTER

Assistant Town Manager Ferguson said every year at this time of the year, the Board needs to reevaluate the Ward and Smith contract. They provide service in advocacy at the federal level. The three outlined areas are federal beach nourishment, Lockwood Folly Inlet and dredge spoil sites. Approval of the contract would require a budget amendment to increase BPART Professional Services expenses by \$44,900 funded by a Fund Balance Appropriated increase of \$44,900. The remainder of the contract would be executed through existing funds in the Canal Dredging Budget specific to the item on dredge material disposal sites. They did not go up on their contract from last year.

Motion by Mayor Pro Tem Smith to approve the Ward and Smith contract for 2023 and the associated budget amendment including directing the manager to execute the contract; second by Commissioner Arnold.

Commissioner Kwiatkowski questioned if all of the items need to be included this year. Assistant Town Manager Ferguson said as far as the federal level relating to beach nourishment, they do count that as the Corps' project. It is everything they do to keep the project pushed along and advocacy at the federal level. When it outlines beach nourishment it would be if they came up with any other grant opportunities. Last year the other three things they did was when they assisted with earmarks. She said we can ask about a decrease in service level, but thinks we are definitely locked into the top three. Commissioner Murdock said they did an amazing job and he can't see a reason to not continue with the advocacy they provide. They found money where we wouldn't even know where to look. Mayor Pro Tem Smith agreed with Commissioner Murdock. He added we do not know what projects will come up and it is no time to back off. Commissioner Arnold agreed he would stay with them.

The motion passed by a 4 – 1 vote with Mayor Pro Tem Smith and Commissioners Murdock, Dyer and Arnold voting for the motion and Commissioner Kwiatkowski voting in the negative.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 22-26, AN ORDINANCE AMENDING ORDINANCE 22-14, THE REVENUES AND APPROPRIATIONS ORDINANCE FOR FISCAL YEAR 2022 – 2023 (AMENDMENT NO. 5)

Assistant Town Manager Ferguson explained the Town applied for a CAMA grant for land acquisition for the pier. That funding did come in. It was \$166,484. It will be placed in a line titled CAMA Grants-Pier and will result in a decrease in the Accommodations Tax line in the same amount. Since the decrease in occupancy tax revenue will result in a \$27,448 decrease in remittance to the county, a corresponding decrease in Fund Balance Appropriated will be used to equalize revenues and expenses.

Motion by Mayor Pro Tem Smith that we approve the budget amendment, Ordinance Amending Ordinance 22-14, The Revenues and Appropriations Ordinance for Fiscal Year 2022 – 2023 (Amendment No. 5); second by Commissioner Arnold; approved by unanimous vote.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 22-27, AN ORDINANCE AMENDING ORDINANCE 22-14, THE REVENUES AND APPROPRIATIONS ORDINANCE FOR FISCAL YEAR 2022 – 2023 (AMENDMENT NO. 6)

Budget and Fiscal Analyst McRainey stated the amendment would add interest accounts for the Town's various debt services. Adding the accounts was suggested by the auditor to streamline end of year entries and financial statement preparation. This amendment will also add in implementation of the Town's new debt tracking software.

Motion by Commissioner Kwiatkowski to approve Ordinance 22-27, Amending Ordinance 22-14, Revenues and Appropriations Ordinance for Fiscal Year 2022 – 2023 (Amendment No. 6); second by Mayor Pro Tem Smith; approved by unanimous vote.

Budget and Fiscal Analyst McRainey explained the new software will help with the end of year entries and will give staff reminders when payments are due. We acquired the software to be in compliance with GASB 87, these are just add-ons.

DISCUSSION AND POSSIBLE ACTION ON SEWER STATION PLANNING

Commissioner Kwiatkowski said several months ago Town Manager Hewett indicated there were issues that might require work at lift station 1. She inquired about the status. Public Works Director Clemmons explained the background and responded he has spent about \$20,000 for equipment that will help them monitor waterlog situations. He doesn't know what will happen in years to come and he doesn't know what will happen as properties are developed. That station is a work horse. Commissioner Kwiatkowski said people have looked at the McGill Report and what was recommended for the sewer system. She reviewed the options laid out in the report. She asked if Option 3 would have prevented a shutdown during Ian. Public Works Director Clemmons replied no it would not. The major components are above base flood elevation. He said there are some minor issues in stations 3 and 4, the hatch and elevating the wet well about 24". He said that should take care of it. You wouldn't be gaining anything but spending money by doing the other option. You can't run the system when it is like that. If you tried to run it like that you would be putting people's lives in danger.

The Board took a recess from 7:00 p.m. - 7:05 p.m.

REQUEST FOR EXPANDED FINANCIAL REPORTING OF PROFESSIONAL SERVICES AND RECENTLY PURCHASED PROPERTIES PROJECT

Commissioner Kwiatkowski said two of her items were addressed at the special meeting. This is a reminder and request to staff for expanded financial reporting on things the Board had asked for in the budget. She said the pier project already has some split out and they said they would do Block Q once they start to get some traction on the project. It is a reminder that the Board asked for expanded financial reporting of financial services. She said professional services have reached a percentage of the budget where details are warranted so they would like to see additional detail on what professional services are being applied to.

REQUEST FOR OWNER INPUT ON RETAINING RIGHTS-OF-WAY (ROW) PARKING IN NON-DESIGNATED PARKING AREAS OUTSIDE PAID PARKING HOURS DURING SEASON AND IN OFFSEASON MONTHS NEXT YEAR

Commissioner Kwiatkowski said when the Board was working on the parking plan, the ordinance as it was originally put forward was there would be no ROW parking except in designated areas. When the ordinance was put in place, the Board said they would allow ROW parking outside of the paid parking season and after 5:00 p.m. during the season. She said if people were happy, nothing would need to be changed. If people have concerns, she needs to know it. Mayor Pro Tem Smith said he spoke with Lieutenant Dilworth and from his standpoint he didn't see an issue. He said as a co-chair of the Parking Committee, he was going to do a lessons-learned with the Police Department, Inspections Director Evans and Otto Connect. If there is any input from the citizens, they need to channel it through the normal channels, by getting it to Town Clerk Finnell. Chief Dixon said to his knowledge he didn't know of any problems. Commissioner Murdock stated he did have a couple of people contact him wondering if we were going to take their rights away to park in the ROW. He said he didn't think it was the intention. Commissioner Kwiatkowski said the Board is not talking about adding more ROW parking; the Board just needs to make sure people are okay and it worked for them. Town Manager Hewett said the Parking Committee is over. The process would be managed by the Board. Mayor Pro Tem Smith said he planned to give the input to the Board.

Commissioner Kwiatkowski said if people on the side streets and back streets had problems with ROW parking, they need to let the Board know.

REQUEST FOR CORPS' STATUS OF COASTAL STORM DAMAGE REDUCTION STUDY INFORMATION REQUEST TO CORPS OF ENGINEERS

Commissioner Kwiatkowski stated a couple of months ago, the Board asked for the staff to request minutes and further cost details by month from the Corps. She asked if we received anything more. Town Manager Hewett replied no. He will ask them again.

PUBLIC COMMENTS ON GENERAL ITEMS

No comments were made.

TOWN MANAGER'S REPORT

- FEMA CRP 2 – still awaiting the federal final inspection on our beach project. Have been requested to supply supplemental background information for the federal reviewers. Until the final inspection is performed, they are withholding approximately \$600,000 in reimbursement. What remains for action items and the timeline is unknown. Once the final inspection takes place, we are subject to a top to bottom review of the project, everything that includes our purchasing process, for up to three years after the closeout. The good thing is we had the sand on the strand before hurricane season.
- Tax Revaluation – was informed by the tax administrator of the county, that the Town's tax values are up approximately 65%. That will be the values going into the upcoming budget year. At this

time, the revenue neutral tax rate is calculated and estimated to be in the 11 cents range compared to our current 20 cents per hundred dollars. We will have more information coming forward.

- Town's Parking Revenue – with the first season complete (April to October, across budget years) the amount is \$455,000.
- Building Inspections- congratulations on another successful workshop and additional activities. Over the course of the last 18 months or so, Inspections Director Evans has been the subject of two investigations into his competencies by the NC Code Officials Qualifications Board, rising from specific complaints with the NC Department of Insurance. Both of the complaints have been dismissed as being without merit. Thanked Inspections Director Evans personally and professionally for continuing to enforce the rules that he is charged with equitably, fairly and above all with reason and a rationale nexus of basis regardless of the administrative, organizational and political pressures to do otherwise.
- GFWC Little Library – along with Mayor Holden, participated in an installation ceremony of the GFWC Little Library at Sailfish Park.
- Turkey Trot – being held Thanksgiving morning.
- Christmas Tree Lighting – December 1st.
- Regarding repeated questions on the insurance costs for pier, along with the news about the environmental holdup on CAMA permit for the bike lanes - the information on the pier insurance was reported in July or August. He believes it was reported twice. Unfortunately, his report comes at the end of the agenda. The briefing and report to the Board on the CAMA permit was issued last month. The information is a matter of public record and has been reported at previous meetings.

MAYOR'S COMMENTS

- Was reminded that he always said we won't have any storm after October 15th. We didn't have a hurricane.
- Thinks things are going pretty good in the Town. Complaints have been reduced drastically over the last couple of weeks. Thanked everyone for what they are doing.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Smith

- Thanked the Merchants Association for being so kind to set up the raffles and so forth to allow our officers to be upfitted with body cameras. That is a big plus for our Town. The Merchants Association does a lot for our Town.
- Had a Veterans lunch Wednesday of last week. Thanked staff. We have some veterans on the force. It was a heartfelt meeting. Appreciated what they did for veterans in the area. It was a great meal. It was a lot of fun.
- Thanked Inspections Director Evans. Thinks it is the 10th year for putting on the contractors' forum. It is an opportunity for the people who build our houses and make sure our island is safe to know what is new, what is coming and what he expects of them. Staff served a wonderful meal. It is a complement to our Town to have someone that can stand in front of our contractors to help them do their best.
- Festival by the Sea was fun. The Pancake Breakfast at the Chapel was a big success. A lot of hard work went into both of those.

- Emergency Management for the Past Storm – there is a lot of work that goes on behind the scenes that nobody knows is going on. We are aware of what is going on and communicate with all the entities. We are as ready as we can be in the case we need to do something as the storm approaches.
- Making progress on the pier and Block Q with the engineering people. Met with some of them and have them guided hopefully in the right direction so they can get something back to us. Not sitting on our hands.
- Need to be mindful this is the season for thanksgiving. We should all be thankful for the blessing we have of being able to live on this beautiful island. Enjoy Thanksgiving and please be safe.

Commissioner Murdock

- Thanked staff for the Veterans’ Luncheon. Met some really nice people and heard some interesting stories. We don’t know how lucky we are to be sitting here because of each and every one of them and the service they provide to this country.
- Contractors’ meeting was successful. Is a contractor on the island. It is very informative and accomplishes exactly what Mayor Pro Tem Smith said, to educate them and hopefully get a green sticker on the job.
- We are not sitting on our hands for the pier, Block Q or stormwater. There are a lot of things in the works, but it is not going to happen soon. It will take a lot of time and planning. Stopped by 796 today. We will do something with it. All of these projects have to go through the proper channels. We want to do them right with proper planning. Hopefully at the end with some patience and guidance, it will turnout an excellent product that the Town will be proud of. It will be safe and enjoyable to everybody.
- Wished everyone a happy Thanksgiving. Family is very important. It is a good time of year to take a few days and be thankful for everything you do have.
- Happy with the way we are progressing.

Commissioner Dyer

- Good to see more vendors for the festival. The crowd seems to be back to its pre-COVID state. Good to see everyone out having a good time.
- Can’t thank the Merchants Association enough, keeping our officers safe. Thinks it was a very generous thing to do and is greatly appreciative of that.
- Wished everyone a safe Thanksgiving. Hopefully we will have some nice weather and it will be enjoyed by all.

Commissioner Kwiatkowski

- Doesn’t ever remember in the five years as commissioner, having this much stuff out there for bids and projects that we know need to happen in the near future, within the next few years. Let’s remember we can’t have everything going at once. Part of the planning will be picking the order things go in. We have limited staff; they work hard and do a great job but we can’t do 10 projects all at once. Even if we had the money, we wouldn’t be able to. Be patient, we are working on it. There has been a lot accomplished these past few months. There will be even more accomplished through the next few months and budget period. We are on the right track and will figure out how to do it the best way possible for the money we have coming year after year.
- Wished everyone a happy Thanksgiving. Looks forward to seeing you in December.

Commissioner Arnold

- Appreciates all that has been said and concurs with it.
- Thankful for all of the good that we received. Would like to reflect on the spirit of service. You see employees here, not just here for a paycheck but for a mission. They get a lot done. Sees the cars early at work and late. Witnesses some obstacles and challenging moments where he is very thankful our public servants are able to retain civility, courtesy and kindness. Sometimes wonders how they do it. Said the same to mayor and members of the Board. Appreciates what they do. They give meaning to that old biblical missive to whom much is given, much is required. You make Holden Beach government truly of the people, by the people and most importantly for the people.

The Town's snowflakes were discussed.

CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(3), CONSULT WITH THE ATTORNEY

Motion by Commissioner Kwiatkowski to go into Closed Session at 7:36 p.m.; second by Commissioner Murdock.

Town Clerk Finnell read the reason for Closed Session.

The motion passed by unanimous vote.

OPEN SESSION

The Board went back into Open Session at 7:43 p.m. No action was taken.

ADJOURNMENT

Motion to adjourn at 7:43 p.m. by Mayor Pro Tem Smith; second by Commissioner Murdock; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk