



# TOWN COUNCIL MINUTES

**REGULAR/ORGANIZATIONAL MEETING**

**December 11, 2017 @ 6:30 p.m.**

The Kure Beach Town Council held a Regular Meeting on Monday, December 11, 2017 at 6:30 p.m. The town attorney was present and there was a quorum of council members.

## COUNCIL MEMBERS PRESENT

Mayor Emilie Swearingen  
Mayor-elect Craig Bloszinsky  
Commissioner Joseph Whitley  
Commissioner Jim Dugan  
Commissioner David Heglar  
Commissioner-elect John Ellen  
Commissioner-elect Allen Oliver

## COUNCIL MEMBERS ABSENT

All present

## STAFF PRESENT

Town Clerk – Nancy Avery  
Building Inspector – John Batson  
Fire Chief – Ed Kennedy  
Police Chief – Mike Bowden  
Public Works Director – Sonny Beeker  
Utility Systems Operator/Crew Leader – Jimmy Mesimer  
Administrative Assistant – Nancy Applewhite

## CALL TO ORDER

Mayor Swearingen called the meeting to order at 6:30 p.m., and Reverend Thomas Williams delivered the opening invocation and led everyone in the Pledge of Allegiance.

Mayor Swearingen recognized special guests in the audience: North Carolina Legislative Representative Ted Davis, Jr., New Hanover County Commissioner Skip Watkins, former Mayor of Wilmington, Harper Peterson and former Kure Beach Mayor, Mac Montgomery. Present from the Town of Carolina Beach: Mayor-elect Joe Benson, Commissioner LeAnn Pierce, Commissioner Tom Bridges and Commissioner-elect JoDan Garza. Also in attendance was the Honorable Rebecca W. Blackmore.

## APPROVAL OF CONSENT AGENDA ITEMS

1. Approve 90% (\$32,447.70) of requested total rollover amount total of \$36,053 from FY16/17 to FY17/18 budget for TDA Marketing funds as requested by the Marketing Committee and address the remaining 10% (\$3,605.30) at the January Council meeting.
2. ECS Southeast, LLP in the amount of \$16,831.00 to perform required special inspections for renovation, expansion and construction project for town hall complex and new fire station.



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3. Budget Amendment No. 18-04 transferring \$6,200.00 from the Fire Department budget to the Police Department budget for the value of a Police vehicle reassigned for Fire Department use
4. Budget Amendment 18-05 to increase the GF and WF debt service budgets by a total of \$231,167 for the first Fire Station/Town Hall project loan payment due June of 2018
5. Approve application for TDA Funding for maintenance and improvements to the Joe Eakes Park tennis courts and basketball court.
6. Schedule public hearing as first order of business on January 2018 agenda to receive public comment on proposed system development fee assessment of \$592.26 for water and sewer connection for all new development per unit.
7. Accept resignation of John Ellen from both the P&Z Commission and the WMPO CAC
8. Accept resignation of Allen Oliver from the WMPO Bicycle and Pedestrian Safety Committee
9. Building Inspections Report – November 2017  
Finance Report
10. Minutes:
  - November 20, 2017 closed session
  - November 20, 2017 regular session

MOTION – Mayor-elect Bloszinsky moved to recommend the removal of item number one from the Consent Agenda until the TDA Marketing presentation is made and details are reviewed at the January 2018 meeting.

SECOND – Commissioner Whitley

VOTE – Unanimous

MOTION – Commissioner Heglar moved to approve the Consent Agenda Items, as amended.

SECOND – Commissioner Dugan, Commissioner Whitley

VOTE – Unanimous

## ADOPTION OF THE AGENDA

MOTION – Commissioner Heglar moved to adopt the meeting agenda, as presented.

SECOND – Commissioner Whitley

VOTE – Unanimous

## DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Mayor-elect Bloszinsky presented plaques to Mayor Swearingen and Commissioner Dugan in appreciation for their dedication and years of service to the Town of Kure Beach.
2. Mayor Swearingen asked the newly-elected officials to stand at the podium to take their



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oaths of office administered by New Hanover County District Court Judge Rebecca W. Blackmore, a resident of Kure Beach, as follows:

- Craig Bloszinsky, Mayor (2-year term)
- John Ellen, Commissioner (4-year term)
- Allen Oliver, Commissioner (4-year term)

After taking their oaths, Mayor Bloszinsky thanked both Mayor Swearingen and Commissioner Dugan for their service and requested council members to take their seats. He then communicated that the meeting would continue with the order of business to define the roles and responsibilities of the new council.

**3. Council appointment of Mayor Pro Tem for 2 year term**

Mayor Bloszinsky made a request for a recommendation to the appointment of Mayor Pro Tem.

MOTION – Commissioner Whitley recommended the appointment of Commissioner Heglar as Mayor Pro Tem

SECOND – Commissioner Ellen

VOTE – Unanimous

**4. Council appointment of Building Commissioner as liaison to Building Inspections Dept.**

MOTION – MPT Heglar moved to appoint Commissioner Whitley as the Building Commissioner.

SECOND – Commissioner Oliver

VOTE – Unanimous

**5. Council appointment of 2 council members to serve on KB/CB Sewer Authority**

MOTION – MPT Heglar moved to appoint Commissioner Whitley to join him in serving on the KB/CB Sewer Authority

SECOND – Commissioner Oliver

VOTE – Unanimous

**6. Mayor Bloszinsky assigned the Department Head liaisons**

- Administration & Recreation – Mayor Bloszinsky
- Finance – Commissioner Oliver
- Fire – Commissioner Ellen
- Police – Mayor Bloszinsky
- Public Works – MPT Heglar



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7. Committee liaisons assigned by Mayor Bloszinsky
  - Community Center - Mayor Bloszinsky
  - Joint Committee Chairpersons – *left open*
  - Marketing – Commissioner Ellen
  - Planning & Zoning Commission – Commissioner Whitley
  - Shoreline Access and Beach Protection - Commissioner Whitley
  
8. Council review and appointment of non-town committee appointments
  - a. Council of Governments (COG) – Commissioner Oliver
  - b. FF State Recreational Area Advisory – Commissioner Whitley
  - c. MPO Citizens Advisory Committee – *left open*
  - d. MPO Bicycle and Pedestrian Committee – *left open*
  - e. MPO Advisory Board – Commissioner Ellen
  - f. Ports, Waterway and Beach Commission – Commissioner Oliver
  - g. Tourism Development Authority (TDA) – Mayor Bloszinsky with Ann Brodsky
  - h. Cape Fear Disability Commission – Resident Dustin Robinson appointed 10/16/17
  - i. MPO Technical Coordinating (TCC) – Town Clerk Avery to maintain appointment
  
9. Council designation of 3 members of Council as banking signatories
  - Mayor Bloszinsky
  - MPT Heglar
  - Commissioner Ellen

MOTION – MPT Heglar moved to appoint and accept the non-town committee appointments and the designated banking signatories as listed in item numbers 8 and 9.

SECOND – Commissioner Ellen

VOTE – Unanimous

Mayor Bloszinsky reiterated and confirmed the appointments and designations with each member of council, and closed the summary of the appointments for government.

## 10. Annual Council Retreat

Dates were presented for the retreat and after discussion the date of Friday, January 26, 2018 was agreed upon with the commencement time of 9:00 a.m.

MOTION – MPT Heglar moved to set January 26<sup>th</sup> as the Annual Council Retreat beginning at 9:00 a.m.

SECOND – Commissioner Ellen

VOTE – Unanimous



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## COMMISSIONER ITEMS

Commissioner Ellen advised that the Citizens Advisory Committee would be meeting Wednesday, December 14<sup>th</sup>. He asked Mayor Bloszinsky whom he would prefer to attend the meeting, as no one had yet been appointed. Mayor Bloszinsky requested Commissioner Ellen to attend the meeting representing the Town of Kure Beach.

MPT Heglar stated that it was definitely an honor to serve the people, but is also challenging. He also communicated that it was an honor to serve with both Mayor Swearingen and Commissioner Dugan and thanked them for their service. He said that they represented the town well, had worked hard, and had done what was best for the town. MPT Heglar said he felt fortunate that there were individuals like them to work for the Town of Kure Beach. He requested the audience to please seek them out to thank them for their service, and also thank those who have taken office. MPT Heglar also thanked the audience for being in attendance.

## MAYOR UPDATES

Nothing to report.

## ADJOURNMENT

MOTION – Commissioner Heglar moved to adjourn the meeting

SECOND – Commissioner Ellen

VOTE – Unanimous

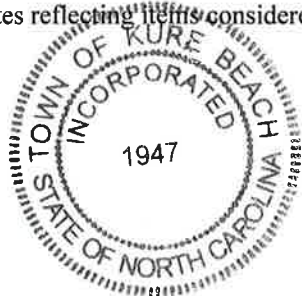
Mayor Bloszinsky invited all those in attendance to the reception at the Beachwalk Clubhouse located next door to Town Hall.

The meeting adjourned at 7:30 p.m.

  
\_\_\_\_\_  
Craig Bloszinsky, Mayor

  
\_\_\_\_\_  
ATTEST: Nancy Avery, Town Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting.



BUDGET AMENDMENT

FISCAL YEAR ENDING JUNE 30, 2018

AMENDMENT DATE: 12/01/2017

Budget Amendment No.: 18-04

DESCRIPTION/PURPOSE OF AMENDMENT

The Police Department has a 2011 Ford Taurus that they no longer need. The Fire Chief has requested that the vehicle be transferred to the Fire Department for use by Fire Department personnel. Therefore, this Budget Amendment is to transfer \$6,200 (the estimated value of the vehicle) from the Fire Department budget to the Police Department budget. The transfer of use of the vehicle is supported by Jim Dugan, the current Town Council liaison to the Police Department and Fire Department.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
10-530-74-00	Capital Outlay - Equipment		\$6,200
10-510-17-00	Maintenance of Vehicles	\$6,200	

NOTE: (a) Budget Officer may transfer between line item expenditures without limitation and without a report being required up to \$10,000 at any one time. (b) The Budget Officer may transfer amounts within departments and of the same fund and reported as part of the financial statements. He/She shall make an official report immediately to Council on such transfers. (c) The Budget Officer may not transfer amounts between funds without prior Council action.

Requested By: Mike Bowden, Police Chief & Ed Kennedy, Fire Chief Date: 12/01/17

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 12/01/17

(Copies of actions/directives from Council Meeting to be attached, if required as per NOTE above).

Approved by Council 12/11/17  Craig Blosszinsky  
 Emilie Swearingen, Mayor

ATTEST:  Nancy Avery, Town Clerk

BUDGET AMENDMENT  
FISCAL YEAR ENDING JUNE 30, 2018

AMENDMENT DATE: 12/01/2017

Budget Amendment No.: 18-05

DESCRIPTION/PURPOSE OF AMENDMENT

As a result of choosing semi-annual debt payments for the Fire Station/Town Hall project loan, the first debt payment will be due in June 2018 (FY 2018). This debt payment was not included in the original FY 2018 budget. The original thought was that debt service would be paid annually and therefore the first payment would have been in FY 2019. However, by selecting semi-annual rather than annual payments, total interest over the life of the loan was reduced by approximately \$32,250. The allocation of the FY 2018 debt service payment is 88% to the General Fund and 12% to the Water/Sewer Fund. For the General Fund, fund balance will be appropriated. For the Water/Sewer Fund, an amount originally budgeted as "potential capital projects" will be allocated to debt service.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
10-310-00-00	Appropriate GF Balance		\$203,427
10-560-00-91	GF Debt Principal	\$146,667	
10-560-00-92	GF Debt Interest	\$56,760	
30-810-74-01	W/S Capital Outlay – Improvements		\$27,740
30-810-74-91	W/S Debt Principal	\$20,000	
30-810-74-92	W/S Debt Interest	\$7,740	

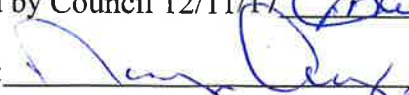
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Requested By: Arlen Copenhaver, Finance/Budget Officer Date: 12/01/17

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 12/01/17

(Copies of actions/directives from Council Meeting to be attached, if required as per NOTE above).

Approved by Council 12/11/17  Emilie Swearingen, Mayor

ATTEST:  Nancy Avery, Town Clerk

**NEW HANOVER COUNTY TOURISM DEVELOPMENT AUTHORITY**  
**APPLICATION FOR FUNDING FOR TOURISM RELATED EXPENDITURES**

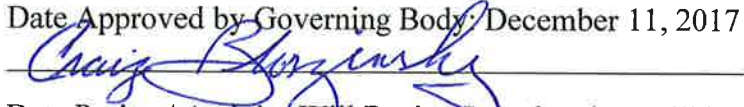
Governing Body: Kure Beach Town Council

Contact Person: Arlen Copenhaver, Finance & Budget Officer

Address: 117 Settlers Lane Kure Beach, NC 28449

Phone: (910)-458-8216 Fax: (910)-458-7421 Email: a.copenhaver@tokb.org

Date Approved by Governing Body: December 11, 2017



Date Project/ Activity Will Begin: Completed Will be Completed: Requested Annually

Total Cost of Project/Activity: \$26,692.00 Amount Requested: \$26,692.00

Description of Project/ Activity (*include its correlation to travel and tourism and its merit as a project or activity designed to enhance the area as a travel destination*):

The Town of Kure Beach respectfully requests funding for expenditures that were incurred for maintenance and improvements to the tennis courts and basketball court at Joe Eakes Park for the upcoming 2018 tourist season. Joe Eakes Park has become a favorite destination for tourists visiting Kure Beach. Available at the Park are facilities for many different activities that are used by tourists visiting Kure Beach, including tennis, basketball, baseball, disc golf, children's playground, etc. The maintenance and improvement expenditures total \$26,692.00 and are supported by documentation attached to this request.

Your consideration of this funding is appreciated.

If approved, please remit payment to the attention of Arlen Copenhaver.

Submitted By: Arlen Copenhaver, Finance & Budget Officer

Date: 12/11/17

*Return Application To:*  
*Wilmington and Beaches Convention & Visitors Bureau*  
*Attention: Kim Hufham, Pres/ CEO*  
*505 Nutt Street, Unit A*  
*Wilmington, NC 28401*  
*(910) 341-4030*