

Pete Parnian
Mayor

Joshua Patti
Mayor Pro-Tem

Greg Hines
Councilmember

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Heather Reynolds, CMC
Town Manager

Margaret Stiltner-Richmond
Town Clerk

HOLLY RIDGE TOWN COUNCIL SPECIAL MEETING AGENDA

December 19th, 2024

5:00 p.m.

All Items Are for Discussion and Possible Action

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Adoption of Agenda**
- 4. Workshop with Representatives of the Holly Ridge Volunteer Fire Department to discuss the Future Plans for the Fire Department**
- 5. Adjournment**

1. Interest: Is the membership on board to agree to a transition to becoming a Municipal Fire Department? Any conditions or concerns?

2. Transition Plan: What is the timeline and process for transitioning from a volunteer organization to a municipal fire department?

3. Service Improvement: Would becoming a municipal fire department improve response times, training, and overall service levels for the community?

4. Staffing Needs: What staffing levels (full-time, part-time, and volunteer) would be required to operate effectively?

5. Budget Impact: What are the projected costs for establishing and maintaining a municipal fire department, including personnel, equipment, and facilities?

6. Funding Sources: What funding options, such as grants or partnerships, are available to offset the costs of the transition and operation?

7. Legal and Liability Requirements: What are the legal obligations and liability implications for the town in operating a municipal fire department?

8. Infrastructure Needs: Are the current facilities and equipment adequate, or will the town need to invest in upgrades or new purchases to meet municipal standards?

9. Volunteer Integration: How will the current volunteers be incorporated into the new municipal department, and what incentives or support will be offered to retain their participation?

10. Public Engagement: How will the town communicate this transition to residents, and what steps will be taken to ensure public understanding and support?

11. Coverage Agreements: Will the municipal department continue to provide service beyond town limits?

12. We need to consider the following:

- Fire and EMS support requirements
- Number of Stations Required
- Response time expectation with the knowledge of the expanded area in Phase III
- What type of staff is required
- Commercial and insurance rates (and insurance requirements) if not a full-time Fire Department vs Volunteer (what mix is healthy)
- Summerhouse offer of using 1 acre of land if we build a substation
- What are the milestones from a strategic perspective

13. Are they willing to turn over all assets to the Town and give all control to the Town, if not then all else is a mute issue.

14. If they are willing to turn over all assets to the Town then:

- How much debt does the department owe?
- How much in savings does the department have?

15. Ask ourselves the following:

- Why do we want/need a paid Town Department?
- What can we do that they cannot?
- If they have debt, can we afford to take over the debt?
- Can we afford to maintain a department?
- How much would we receive from Onslow County in funding?
- Would we maintain the County Fire District outside the City Limits? This would allow some funding from the County.

16. Many questions can be answered such as cost of operation, staffing, and how a transition could be made by contacting Swansboro. They went from a Volunteer Department to a paid Department many years ago. Topsail Beach, Surf City, and North Topsail Beach all transitioned to paid/volunteer departments over the years. Onslow County has a paid department in Bear Creek.