



# Town of HOLLY RIDGE

PO Box 145 \* Holly Ridge, NC 28445 \* Phone (910) 329-7081 \* Fax (910) 329-1593

## HOLLY RIDGE TOWN COUNCIL REGULAR MEETING December 13th, 2022 6:30 P.M.

Mayor Jeff Wenzel called the Regular Meeting of the Holly Ridge Town Council to order at 6:32 p.m. at the Holly Ridge Town Hall. Council members present were Councilman Sholar, Councilman Hines, Councilwoman Stanley, Mayor Pro-Tem Hall, and Councilwoman Bragg. Also present were Town Manager, Heather Reynolds; Deputy Clerk, Tracy Martin; Parks and Recreation Director Audrey Madia; Community Development Director Nate Rhue; and Attorney Kyle Fountain.

### *Invocation and Pledge*

**Pastor Danny McLamb – Salem Baptist Church** gave the Invocation and Mayor Wenzel led the Pledge of Allegiance.

### *Adoption of Agenda*

A motion was made by **Councilwoman Bragg** and seconded by **Councilwoman Stanley** to adopt the agenda as presented. *All Agreed.*

### *Persons Wishing to Address the Council*

Mayor introduced newly elected Commissioner Lisa Carpenter who was sworn in last week as the newest Onslow County Commissioner.

Mrs. Carpenter said she has heard about all the great things that are happening in Holly Ridge and she is looking forward to helping the Town with the growth we are experiencing and hopefully helping fill the gap between Holly Ridge and Onslow County.

### *Presentation of a Recognition Award to Police Sergeant James Hamilton.*

Chief Sorg said Sgt. James Hamilton on November 1<sup>st</sup>, 2022, was patrolling in one of the Towns' neighborhoods and came across a small child that was unclothed and standing in the

middle of the roadway. Holly Ridge Police gave the child aid as well as other law enforcement agencies and were able to locate the child's parents. Mayor Wenzel and Chief Sorg presented a plaque to Sgt. James Hamilton.

### Public Hearings

#### Discussion and Possible Approval of a Proposed Text Amendment of the Holly Ridge Zoning Ordinance to amend Section 7-4-12 to permit outdoor firing ranges on lots smaller than 100 acres in permitted districts with an approved Special Use Permit and to increase the required liability insurance to one million dollars

Manager Reynolds said this has been discussed several times with Town Council and the final edits have been made and presented to the Planning Board during their November meeting. They unanimously recommended approval of the proposed amendment. The summary of the amendment is to allow outdoor firing ranges that are less than 100 acres within a permitted district with an approved Special Use Permit and to also increase the amount of liability insurance from \$500,000.00 to one million dollars.

A motion was made by **Councilwoman Stanley** and seconded by **Councilwoman Bragg** to go into Public Hearing. *All Agreed.*

**Brenda Cauley – 128 Preston Wells Road** said she is not happy about a firing range because she does not like guns, the proximity to her house and the noise and traffic this will produce. Mrs. Cauley said there is a family cemetery located on the property and she does not think the cemetery can be annexed because it has its own separate entity. Mrs. Cauley stated this and the access to the cemetery are some of her main concerns.

Mayor Pro-Tem Hall asked if we are adding this text amendment to allow gun ranges of 100 acres and more without a special use permit to operate. Mayor Pro-Tem Hall said we have always had a special use permit in place, and this is making it clear less than 10 acres.

Mayor Wenzel said no, when we included making the special use permit not typical for over 100 acres, we unintentionally removed gun ranges from being at all under 100 acres.

Manager Reynolds said that is correct we are cleaning it up but the firing ranges that are over 100 acres to not require a special use permit, it removed all other firing ranges less than 100 acres.

A motion was made by **Councilman Hines** and seconded by **Councilwoman Stanley** to return to Regular Session. *All Agreed.*

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Bragg** to approve the Proposed Text Amendment of the Holly Ridge Zoning Ordinance to amend Section 7-4-12 to permit outdoor firing ranges on lots smaller than 100 acres in permitted

districts with an approved Special Use Permit and to increase the required liability insurance to one million dollars and to adopt the Consistency statement. *All Agreed.*

**Possible Approval of a Request for Satellite Annexation Submitted by Penslow LLC for a Property located on Preston Wells Road consisting of approximately 105 acres and identified as Parcel ID number 051883.**

Manager Reynolds said during last month's Regular meeting, Town Council voted to call for a Public Hearing to be held tonight. In November there were concerns about the annexation and the person that had signed the application wanted to know if that was a valid petition for annexation. Manager Reynolds said we have updated the front page of the annexation petition to reference the LLC and included in everyone's packet was a letter stating the manager has authority over the LLC as well as their corporation documents to back the letter up.

A motion was made by *Councilman Hines* and seconded by *Mayor Pro-Tem Hall* to go into Public Hearing. *All Agreed.*

**Mr. William Cauley – 128 Preston Wells Road** asked if Town Council have approved the annexation yet. Mayor Wenzel stated it has not. Mr. Cauley asked why the Town of Holly Ridge wants to annex this piece of property two and half miles from the city limits.

Mr. Cauley said there is not a road leading to this piece of property and there is only a 20-foot easement. Mr. Cauley said he does not want the increased traffic, noise, and the littering. Mr. Cauley said there is already enough noise and gunfire coming from the base across the highway. Mr. Cauley said they do not have county water and there is barely room for the 20-foot easement.

**Wesley Wooten – 8155 Malpass Road Currie** said he would like to be protected by the town's services because being in the far corner of the county, they would not receive many services from the Sheriff's office. Mr. Wooten said Holly Ridge has the best police force any town could ask for and this was the number one reason he wanted to be annexed into Holly Ridge.

Mr. Wooten said he believes what he plans to do on the property will be a great thing for the community. Mr. Wooten said county water is not an issue because of the wells located on the property.

Mr. Wooten confirmed that there is a cemetery located beside the property and it will be landscaped and easily accessible. Mr. Wooten said there will be a tree company coming to preserve the beautiful oak trees which surround the cemetery.

Mr. Wooten said there is an environmental issue because of the hog lagoon and there will be a lot of money spent trying to clean it up. Mr. Wooten said there is 8 to 10 million gallons of hog waste that will need to be processed and cleaned up so he can turn it into a beautiful pond.

A motion was made by *Councilwoman Stanley* and seconded by *Councilman Hines* to return to Regular Session. *All Agreed.*

Councilwoman Bragg asked Mr. Wooten to respond to Ms. Cauley's concern regarding the noise near their home.

Mr. Wooten said it is going to be a beautiful farm with a beautiful building for hosting events, training, and firearms training. It will be oriented in a way that it is safe, and the range and the amenities are going to be where there will be minimum impacts. There will be berms and vegetation to also help minimize noise.

Mayor Pro-Tem Hall said she is concerned about the traffic on Preston Wells Road and asked if there is an opportunity to put a road in there since there is only a 20-foot easement. Mr. Wooten said it was an easement that managed multiple hog trucks and eighteen wheelers going in and out when it was an active hog farm. Mr. Wooten said cars and trucks will not have the same affect as the hog trucks or eighteen wheelers.

Mayor Pro-Tem Hall asked if he is in the road building business and if there is an opportunity to build a secondary road. Mr. Wooten said if he can fund a road, he would love to do that. Mr. Wooten said he does not think it is possible because of the layout of the property. He intends on making sure the road and everything else is in better condition than the way they found it.

Councilwoman Bragg how close in proximity is the closest property owner. Mr. Wooten said a quarter of a mile across a swamp. Mr. Wooten said there is a swamp that divides their property from the neighbors and a road that goes over the swamp. Mr. Wooten said he thinks they are a half a mile from the Cauley's residence.

Councilman Hines said if the Town Council does not annex this piece of property, there is nothing stopping Mr. Wooten from building this range anyway. Councilman Hines said it is to the town's advantage. Mr. Wooten stated that is correct, but he wants to pay town taxes and use the town's services.

A motion was made by *Councilwoman Bragg* and seconded by *Councilwoman Stanley* to approve a Request for Satellite Annexation submitted by Penslow LLC for a property located on Preston Wells Road consisting of approximately 105 acres and identified as Parcel number 051883.

**Voting was as follows:**

*Councilman Hines – Yes*  
*Mayor Pro-Tem Hall – No*  
*Councilman Sholar – Yes*  
*Councilwoman Stanley – Yes*

*Councilwoman Bragg – Yes*

*Motion Passes*

**Continuation of a Public Hearing for the Possible Approval on the Proposal for the Town to convey to F.W. Marsh LLC, the real property situated at 701 Betty Taylor Wood Drive having an Onslow County Parcel Identification number of 031667. The estimated Fair market value of the interest to be conveyed is \$90,000.00 per acre. The proposed purchased price of the property is \$165,000.00.**

A motion was made by *Councilwoman Bragg* and seconded by *Councilwoman Stanley* to go into Public Hearing. *All Agreed.*

A motion was made by *Councilwoman Stanley* and seconded by *Councilman Hines* to return to Regular session. *All Agreed.*

Manager Reynolds said Mr. Armstrong updated his proposal and questionnaire following the meeting that was held on November 10<sup>th</sup>, 2022, and he plans to relocate his current business from Hampstead to Holly Ridge. Mr. Armstrong pays approximately \$50,000.00 a year for the rental in Hampstead. Mr. Armstrong plans to build a structure with a minimum of 6000 square feet which would have a workshop. There would be an additional 1000 square feet. The workshop will have overhead crane capabilities which would allow Mr. Armstrong to increase the gas turbine repairs that Mr. Armstrong's company produces. There would also be special tooling manufacturing capabilities.

Manager Reynolds said Mr. Armstrong currently has five employees and 2 more additional employees would be hired in 24 months, and two more will be needed soon. This would bring nine additional employees coming to the town of Holly Ridge with an average wage of approximately \$83,000.00 a year, which is above Onslow County medium wage. Staff recommendation was to approve this project.

A motion was made by *Councilwoman Bragg* and seconded by *Councilwoman Stanley* to approve the Proposal for the Town to convey to F.W. Marsh LLC, the real property situated at 701 Betty Taylor Wood Drive having an Onslow County Parcel Identification number of 031667. The estimated Fair market value of the interest to be conveyed is \$90,000.00 per acre. The proposed purchased price of the property is \$165,000.00. *All Agreed.*

### **Town Manager Report**

Manager Reynolds gave the following report:

- Phase II of the Camp Davis Industrial Park is nearing completion The road was poured by hand today. Preliminary walk through is scheduled for next week.

- A new grant was applied for through the North Carolina Coastal Recreation fishing license which is for increasing access fishing. We are looking to update the Morris Landing fishing pier and expand the pier to a t-shape to allow more people to fish from the pier. An application will be submitted to the Coastal Federation by the 15<sup>th</sup>, of December.
- The Department of Transportation is working with the Town and the JUMBO to have a feasibility study completed on the multi-use path that is proposed in our Master Park Plan to go down Highway 50. Manager Reynolds and Nate Rhue met with some officials with the Department of Transportation, and they encouraged us to look at the section of Highway 17 from Highway 50 to the Industrial Park to be included in the feasibility schedule. This would allow people to walk to work if necessary.
- Hometown Christmas was a successful event, and we will make some adjustments next year. Manager Reynolds thanked Parks and Recreation Director Audrey for a job well done and all her challenging work.
- Finance Director Chuck Strickland and Manager Reynolds held a meeting with the homeowner's association and the finance committee for Summerhouse subdivision and they had broad questions. Manager Reynolds and Mr. Strickland spoke to them about the possibility of serving on Town boards and opportunities that are here in town.
- There are additional grants that have been applied for. One is the T-Mobile hometown grant which is due the first of the year.
- Manager Reynolds applied for the North Carolina League of Municipalities Safety grant. Manager Reynolds said this would help with a security system for the Town Hall.
- Kiwanis donated a Little Free Library, with a ribbon cutting that was held with Mayor Wenzel, Manager Reynolds, Audrey, and members of the Kiwanis.
- Paving in the parking lot at Town Hall is complete and it will soon be sealed coated, lines redrawn and updated.
- Over the past few weeks, Manager Reynolds and Nate Rhue have met with different companies that are interested in relocating or expanding in Holly Ridge so we are hoping 2023 will be a busy year.

Mayor Pro-Tem Hall asked Manager Reynolds to give an update on the Town Hall expansion. Manager Reynolds said she and Mike McFann have a meeting next week with the contractor that came out and did he walk through to go over the estimate and start shaving things off that we can do in house to help bring the cost down.

Mayor Pro-Tem asked about the project timeline for the park. Manager Reynolds said it is the fence and project management classes.

Councilman Hines said instead of voting on one thing now, lets set the priorities on what is needed now and set a priority list. Manager Reynolds said in her notes the Town Council had wanted to see a plan on the streets, park, and storm water in the coming months. Mayor Pro-

Tem Hall stated we have already been picking and choosing such as the concession stand which has been torn down and we have already voted on all the things that were on a list.

### Consent Agenda

- A. Approval of the Following Minutes
  - October 11<sup>th</sup>, 2022, Regular Meeting
- B. Department Head Reports
  - Finance Department
  - Fire Department
  - Police Department
  - Planning & Zoning Inspections Report
  - Parks and Recreation
- C. Committee Reports
  - Planning Board
  - Board of Adjustment
  - ONWASA
  - Re-Branding Committee
- D. Approval of Tax Refund Report

A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Stanley* to approve the Consent Agenda. *All Agreed.*

### Old Business

#### **Discussion and Consideration of Amended Fee Schedule for Parks and Recreation Facilities and possibly Call for a Public Hearing on January 10<sup>th</sup>, 2023.**

Manager Reynolds said during last month's regular meeting Parks and Recreation Director Audrey Madia amended the fee schedule as requested by the Town Council. It is back before Town Council for approval and call for Public Hearing for January 2023.

Councilman Hines said he thought that the Town Council decided that the fees would be half of what the other fees are. Councilman Hines stated for the venue the prices do not reflect this. Manager Reynolds said in the fee study the \$30.00 is the minimum amount the town can charge to pay for the utilities and the cost to run the Community Center.

Parks and Recreation Director Audrey Madia said at the last meeting we had approved to adjust the small vendor and the large vendor to have a resident and non-resident fee for the

\$25.00 and \$50.00. Ms. Madia said she produced those numbers based on a study. The \$30.00 charge covers the cost of operation at the Community Center for one day.

Councilman Hines said regardless of the fee, he thought Town Council voted to do half of what that amount might be.

Mayor Wenzel asked if they had raised the nonresident fee to \$60.00 so we have that 50%.

Councilman Hines said he thinks it needs to be town residents receive half of the fee regardless of the price. Ms. Madia said based on this year's revenue \$25.00 does not cover the cost of operation in the Community Center but \$30.00 meets the cost of operation.

Councilman Hines said the taxpayers need to pay half of whatever the cost is.

Ms. Madia produced the cost based on what others are charging in the area.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Stanley** to accept the proposed fee schedule as presented and to and call for a Public Hearing on January 10<sup>th</sup>, 2023.

**Voting was as follows:**

**Councilman Hines – No**

**Mayor Pro-Tem Hall – Yes**

**Councilman Sholar – No**

**Councilwoman Stanley – Yes**

**Councilwoman Bragg – Yes**

**Motion Passes.**

**Mayor Wenzel called for a recess at 7:35 p.m.**

**Mayor Wenzel called the meeting back to order at 7:45**

**New Business**

**Discussion and Possible Approval of an Ordinance Amending Chapter 3- Parks and Recreation, Section 3-15 (18) to allow Alcohol in the Municipal Park Facilities under certain Circumstances.**

Manager Reynold said the ordinance we currently have does not allow alcohol in any park or recreation we have at all. This amendment would allow us to approve on a case-by-case basis and it would be more consistent with how the facilities are currently being utilized. This would allow our policy and ordinance to match.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Bragg** to approve an Ordinance Amending Chapter 3 – Parks and Recreation, Section 3-15 (18) to allow Alcohol in the Municipal Park Facilities under certain circumstances. **All Agreed.**

**Discussion and Possible Approval of a Proposal from J&J Fencing in the amount of \$46,150.00 from Budget Line Item 10-620-96-0 Capital Improvements to replace the fence around the softball field.**

Manager Reynolds said staff has obtained three quotes for the removal and installation of the fencing at the softball field in the municipal park. The staff recommendation is to approve the proposal from J&J Fencing which was the lowest quote we received in the amount of \$46,150.00. The recommendation also would authorize the Town Manager to execute the contract if approved.

Councilman Sholar asked is this was expanding the fence further back. Parks and Recreation Director Audrey Madia said these quotes are to keep the fence in the existing location. When meeting with all 3 companies about this, none of them suggested expanding any further, however they did suggest that we move it from a four-foot fence to an 8-foot commercial grade. The companies also recommended 16-foot section for foul balls. Ms. Madia said this quote also includes expanding the dugout. Ms. Madia said the reason this is on the top priority list is so we can promote softball. Ms. Madia said when we are not partnering with Surf City the ballfield is being rented at least three times a week. Ms. Madia suggest putting banners along the fence to promote their businesses and to gain sponsorship revenue.

Councilman Sholar said he thought Town Council had discussed expanding the fence further back into the grassy area. Councilman Hines said you cannot expand the fence any further until you move the bathrooms. Councilman Sholar asked what the priority would be. Councilman Sholar asked if we were going to build new bathrooms. Mayor Pro-Tem Hall said the bathrooms are on the list of things to be done.

Councilman Hines asked if the improvements are made will we start renting the fields with Surf City or will we do this ourselves. Ms. Madia said until we bring more staff on board, we will rent the fields to Surf City. Councilman Hines asked if it would be the 60/40 split and Ms. Madia stated we would not. Councilman Hines said we are going to have to have this surveyed so why do not we table the presentation until January.

Mayor Pro-Tem Hall said the presentation will not affect whether we do the fence. Mayor Pro-Tem Hall said we have already said we are going to do a fence with the list that the Town Council has already voted on regarding the improvements to the park.

Councilman Sholar stated he has a tough time with not having a plan.

Councilwoman Bragg said we can keep talking about this, but we need to proceed with the improvements to the park that the Town Council has discussed several times in the past.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Bragg** to approve a Proposal from J&J Fencing in the amount of \$46,150.00 from Budget Line Item 10-

620-96-0 Capital Improvements to replace the fence around the softball field and to authorize the Town Manager to execute the contract.

**Voting was as follows:**

***Councilman Hines – No***  
***Mayor Pro-Tem Hall – Yes***  
***Councilman Sholar – No***  
***Councilwoman Stanley – Yes***  
***Councilwoman Bragg – Yes***

***Motion Passes***

**Discussion and Possible Approval of a Proposal from WithersRavenel to conduct a Pavement Condition Survey.**

Manager Reynolds said last month Town Council wanted an update on the streets as well as stormwater. This pavement condition survey is the first step in putting together a professional street plan. WithersRavenel is the company we used for our Master Park Plan. Staff's recommendation is to approve the expenditure of \$14,980.00 which can be paid out of Powell Bill. This type of survey provides an unbiased perspective of what needs to be repaired or improved and it allow for the allocation of funding to be applied where it is most needed.

Mayor Pro-Tem Hall asked how long this assessment would take. Manager Reynolds said around three months.

A motion was made by ***Councilman Hines*** and seconded by ***Councilman Sholar*** to approve a Proposal from WithersRavenel in the amount of \$14,980.00 and authorize the Town Manager to execute the contract for professional services. ***All Agreed.***

**Discussion and Possible Approval of a Fire Protection Interlocal Agreement and Mutual Aid Agreement from Onslow County.**

Manager Reynolds said in mid-October, Attorney Fountain received a proposed fire protection interlocal agreement that was proposed by the county. Onslow County is planning to re-direct some of the property tax that they collect from each municipality and pass it on to the town for the purpose of firefighting. The amount they proposed is three cents of the tax revenue they receive. The Town will use any money that is paid by the county for the firefighting purposes.

Attorney Fountain said the proposal would be the tax revenue the county receives and retains. They will pay three cents out of whatever the tax revenue is multiplied by the total amount of tax they receive from properties located within the town, that amount would be paid to the town. The money that is paid to the towns will have to be ear marked specifically for firefighting purposes including personnel, equipment, fire apparatus and that we continue

providing mutual aid and that we continue to provide mutual aid agreements and that the town will conduct criminal history checks for full time or volunteer employees. The agreement can be modified by a written agreement and either party can terminate at any time. There is a requirement that we will pay that to the town no later than July 30<sup>th</sup> of the following fiscal year.

Mayor Pro-Tem Hall asked if we would re-direct the monies to our volunteer fire department and she also asked if we would use this for our portion of what we currently pay the fire department or is this beyond what we send to our fire department.

Manager Reynolds said that would be at the discretion of the Town Council. Manager Reynolds said her calculations were \$200,000.00 that the County would send to the Town. Manager Reynolds spoke with the Onslow County Manager to see if the money the fire department receives from the County would be reduced. The Onslow County Manager said that was not her understanding, but the monies they receive is subject to approval each budget year.

Councilman Hines said he was surprised because Onslow County Commissioners have never approached us like this before. Councilman Hines appreciates this, but we must be mindful that this is on a year-to-year basis. Councilman Hines said we are going to have the cooperation between the town and the fire department. Councilman Hines said he is wondering if this is leading to a municipal fire tax and if that happens, our citizens will be having to pay more. Mayor Wenzel said he was baffled by this as well.

Attorney Fountain said this went out to all the municipalities and the basis of what that have explained is because the town does take ownership of providing mutual aid in the unincorporated areas, they are given monies to these areas.

Mayor Wenzel asked if the contract stats when we must expend the money. Attorney Fountain said he does not see a specific requirement that the town must use by a certain time.

Manager Reynolds said a criminal background check will be required for anyone who applies for a paid or volunteer position per NCGS 143 (b)-943.

Councilman Hines said he has spoken with the chief before and eventually we need to investigate getting a substation near Summerhouse.

A motion was made by **Councilman Hines** and seconded by **Mayor Pro-Tem Hall** to approve a Fire Protection Interlocal Agreement and Mutual Aid agreement by Onslow County. **All Agreed.**

**Persons Wishing to Address the Council**

**Carolyn Sweeney – 391 Summerhouse Drive** asked about cleaning up the area around J&J Snack Foods. Ms. Sweeney said it is an eye sore and no one is doing anything about cleaning it up. The second question Mrs. Sweeney had is anyone aware of the amount of traffic that will be coming down Highway 50 once the new RV park is opened and is anything being done to address the traffic issue.

Manager Reynolds Community Development Director Nate Rhue has been going to check on the work at J&J Snack Foods weekly.

Mr. Rhue said as far as the completion, he is not sure when that will be. They have been working inside the building and there has been a lot of construction going on and he will try and find out a completion date. Manager Reynolds said they originally said it was a 12-to-14-month project and they are running behind due to materials being hard to find.

Manager Reynolds said we work on a regular basis with the Jacksonville Urban Metropolitan Planning Organization to address issues all over town. They are based out of Jacksonville, and they act as our liaison between the town and the Department of Transportation. They help advocate for any projects that we have in this area. Our area is experiencing rapid growth and it is an ongoing conversation with JUMPO all the time.

Councilman Hines said the Department of Transportation does not care how long it takes to address the roads. Councilman Hines said he has been trying to get an answer about half of the road near Summerhouse has lines and the other half does not. The Department of Transportation works at their own pace.

### **Town Council Comments**

Councilman Hines thanked the staff for getting the sign ‘IN GOD WE TRUST’. Councilman Hines wished everyone a Merry Christmas.

Mayor Pro-Tem Hall wished everyone a Merry Christmas and a safe holiday.

Councilwoman Bragg thanked everyone for coming to the meeting and she thanked the staff for the job they are doing. She thanked the staff for the sign “IN GOD WE TRUST” also. Councilwoman Bragg attended the Hometown Christmas and said it was a nice event. Councilwoman Bragg thanked the town staff and Manager Reynolds for the work that is being done to grow Holly Ridge and its tax base. Councilwoman Bragg wished everyone a Merry Christmas.

Councilwoman Stanley thanked everyone for the job they are doing, and she thanked the citizens that attended the meeting tonight. Councilwoman Stanley wished everyone a Merry Christmas and a Happy New Year.

### **Announcements**

***Mayor Wenzel gave the following announcements:***

- Friday, December 16<sup>th</sup>, 2022, Employee Christmas Luncheon – beginning at 12:00 until 2:00 located in the Community Center
- Friday, December 23, Monday December 26 and Tuesday, December 27<sup>th</sup>, 2022, Town Hall Closed on Observance of Christmas
- Monday, January 2<sup>nd</sup>, 2023, Town Hall Closed in Observance of New Year’s Day
- Monday, January 16<sup>th</sup>, 2023, Town Hall Closed in Observance of Martin Luther King, Jr. Day
- Tuesday, January 24<sup>th</sup>, 2023, Four Town meeting hosted by Surf City – beginning at 12:00 p.m. in the Surf City Welcome Center

Mayor Wenzel reminded Manager Reynolds about the deadline to submit for Onslow County Tourism dollars. Mayor Wenzel said it is exciting to see the gas lines being installed in the Camp Davis Industrial Park. Atlantic Seafood will be receiving their temporary CEO for their freezer portion, and they hope to move into their administrative offices within a month or two. Topsail Steamer is nearing obtaining their inspections and they started on the island as a single store, and they have expanded into a franchise. The steel has gone up for Blue Water Candy fishing lure facility and they are progressing as well.

A motion was made by ***Councilman Hines*** and seconded by ***Mayor Pro-Tem Hall*** to go into Closed Session. ***All Agreed.***

**Closed Session**

To consider the qualifications, competence, performance, character fitness, conditions of appointment or conditions of initial employment of an initial public officer of employee or prospective public officer of employee, or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee per NCGS 143-318.11 (a) (6).

A motion was made by ***Councilman Hines*** and seconded by ***Councilman Sholar*** to come out of Closed Session. ***All Agreed.***

A motion was made by ***Councilwoman Stanley*** and seconded by ***Councilman Sholar*** to give Town Manager Reynolds a 3% Cola and a 3% Merit increase. ***All Agreed.***

**Adjournment**

A motion was made by ***Councilman Hines*** and seconded by ***Councilman Sholar*** to adjourn at 9:34 p.m. ***All Agreed.***

*Attest:*

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*Jeff Wenzel, Mayor*

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*Tracy Martin, Deputy Clerk*

*These minutes were recorded and prepared by Deputy Town Clerk, Tracy Martin.*

DRAFT