



Town of HOLLY RIDGE

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HOLLY RIDGE TOWN COUNCIL REGULAR MEETING

May 9th, 2023

6:30 P.M.

Mayor Jeff Wenzel called the Regular Meeting of the Holly Ridge Town Council to order at 6:34 p.m. at the Holly Ridge Town Hall. Council members present were Councilman Sholar, Mayor Pro-Tem Hall, Councilwoman Stanley, and Councilwoman Bragg. Also present were Town Manager, Heather Reynolds; Deputy Clerk, Tracy Martin; Community Development Director, Nate Rhue; and Attorney, Kyle Fountain. Councilman Hines was absent.

Invocation and Pledge

Dr Joe Martin – Liberty Baptist Church gave the Invocation and Mayor Wenzel led the Pledge of Allegiance.

Adoption of Agenda

Attorney Fountain asked if we could add under Old Business 8-B, a Resolution to authorize Town Manager to execute a deed on Camp Davis Industrial Park Phase II lot nineteen.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Stanley** to adopt the agenda as amended. *All Agreed.*

Persons Wishing to Address the Council

Vern Jones - 215 Jones Street spoke regarding the upcoming Public Hearing and stated R-20 and R-15 are for residential. But in both cases, they allow businesses in those same areas. Mr. Jones said the Town Council may want to discuss and make changes because Highway 17 and Highway 50 are designated for businesses. Mr. Jones said there is no reason a business needs to be located on Jones Street.

Public Hearings

Discussion and Possible Approval of a Proposed Map Amendment of the Holly Ridge Zoning Map submitted by Barry Ottaway to Rezone 1.49 acres of property located on Jones Street and identified as Parcel # 010389 from R-20 to R-15 (Map #734-76).

Nate Rhue said this was brought before the Planning Board at their April meeting and it was approved. This property is located at the end of Jones Street and is currently zoned R-20. The Future Land Use map has the property as Low Density Residential.

Mr. Rhue said by looking at the permitted uses, there are some such as family childcare, community center, and police department. The businesses along Highway 17 and Highway 50 are not the intent of what that zoning district is. It is more for residential. Mr. Rhue stated it was consistent with the Comprehensive Plan.

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 **Councilwoman Bragg** to return to Regular Session. **All Agreed.**

Mayor Pro-Tem Hall asked if the uses such as in-home occupations have always been allowed in R-15 and R-20. Mr. Rhue said since he has been here, there has been no change to R-15 and R-20. Mayor Pro-Tem Hall said Town Council may want to address this at some point and time and go back and look at these ordinances.

A motion was made by **Councilman Sholar** and seconded by **Councilwoman Bragg** to approve a Proposed Map Amendment of the Holly Ridge Zoning Map to Rezone Approximately 1.49 acres of property located on Jones Street and identified as Parcel # 010389 from R-20 to R-15. **All Agreed.**

Discussion and Possible Approval of a Proposed Map Amendment of the Holly Ridge Zoning Map submitted by Channing Langrudi to Rezone .77 acres of property located at 714 E. Ocean Road and identified as Parcel # 022648 from Neighborhood Business to Commercial (Map # 735A-2)

Mr. Rhue said the property in question is a small building located at the new Oceans RV Park. The Future Land Use map designates this property as commercial in the future.

Mr. Rhue said when you consider smaller properties, the question of spot zoning comes into question. We are requesting to take a smaller piece of property, and being the commercial district designation is not within that area, some people may think we are spot zoning. It is not illegal, but it must be supported on a reasonable basis.

Mr. Rhue said at the last Town Council meeting there was conversation related to what would be permitted in commercial versus neighborhood business.

By way of comparison of the uses in both districts, the following are permitted within the Commercial District and **NOT** permitted within the Neighborhood Business District:

- Family Care Home
- Truck, farm, heavy equipment sales/service
- Concrete product productions (Special Use)
- Lawnmower repair
- Tire Dealers
- Adult Establishment (Special Use)
- Amusement Park
- Go-cart tract (Special Use)
- Truck Freight terminal (more than 6 vehicles require Special Use)
- Vehicle for hire

The following are permitted within the Commercial District and permitted only with an approved Special Use Permit within the Neighborhood Business District:

- Hotel
- Auto, truck sales
- Monument work/sales
- Metal machining, welding
- Grading business
- Petting zoo
- Open Storage

The following are permitted with the Neighborhood Business and **NOT** within the Commercial District:

- Bed and Breakfast
- Crematorium (Special Use)

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

A motion was made by ***Councilman Sholar*** and seconded by ***Mayor Pro-Tem Hall*** to return to Regular Session. ***All Agreed.***

Mayor Pro-Tem Hall said the Town Council purposely said we were going to make smaller lots commercial, and this falls under that.

A motion was made by ***Mayor Pro-Tem Hall*** and seconded by ***Councilman Sholar*** to approve a Proposed Map Amendment of the Holly Ridge Zoning Map to Rezone approximately .77 acres of property located at 714 E. Ocean Road and identified as Parcel # 022648 from Neighborhood Business to Commercial. ***All Agreed.***

Mayor Wenzel called for a Recess at 6:50 p.m.

Mayor Wenzel called the meeting back to order at 6:53 p.m.

Town Manager Report

Manager Reynolds stated the following:

- Public Works is completing Debris pickup around town.
- The Town was awarded \$154,000.00 for the Morris Landing Pier extension from the Division of Marine Fisheries
- RCCP Grant – State was notified by DEQ Purchasing that there was a technical error on their side, and the grant applications will have to be re-submitted.
- Attorney Fountain has been working with the clients that were interested in the two small Park and Recreation parcels on North Green Street. They did place their deposit with the Clerk late last week, and we now can move forward with the sale of those lots.
- Manager Reynolds and Surf City Town Manager are meeting later this week to discuss the zip code topic from last month.
- Community Development Admin Marsha Gray-Kircher completed the Law and Administration course through the UNC School of Government, and she scored one hundred on her exam.

Consent Agenda

- A. Approval of the Following Minutes
- March 30th, 2023, Special Meeting
 - April 11th, 2023, 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 *Councilman Sholar* to approve the Consent Agenda. *All Agreed.*

Old Business

Discussion and Possible Approval of a Proposal with Estimates for Renovation to the Community Development Department and Controlled Access in Town Hall

During the March meeting, the Town Council directed the staff to solicit estimates for the scaled down renovation project to the Town Hall, specifically for the Community Development Department and to allow for access control in the Town Hall. Manager Reynolds said we did not receive the bids in time for the April meeting and it was tabled until this month. Manager Reynolds said so far, we have received one bid and we are waiting on two additional estimates.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilman Sholar** to table this item until next month when we have all the estimates. **All Agreed.**

Resolution to Authorize Town Manager to execute a deed for Lot 19 in the Camp Davis Industrial Park Phase II.

Attorney Fountain said in the November 2022 Special meeting, the Town Council considered several projects. One of which was lot nineteen and that one is getting ready to close. The buyer's attorney has requested a Resolution for their title purposes.

A motion was made by **Councilman Sholar** and seconded by **Mayor Pro-Tem Hall** to authorize the Town Manager to execute a deed for Lot 19 in the Camp Davis Industrial Park Phase II. **All Agreed.**

New Business

Possible Approval of Budget Amendment # 4 for Fiscal Year 2022-2023 for the Purpose of Purchasing a Mosquito Spray Machine for the Public Works Department.

Manager Reynolds said when Public Works pulled out the equipment for spraying, the equipment did not work. The machine is so old that they no longer make the parts for it. Director Mike McFann received a quote from Clark, which is our supplier. That amount for a new mosquito spray machine is \$17,703.35 which includes a one-year warranty.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Stanley** to approve Budget Amendment #4 for Fiscal Year 2022-2023 for the Purpose of Purchasing a new Mosquito Spray Machine for the Public Works Department. **All Agreed.**

Request to Approve the ONWASA Administrative Service Agreement

Manager Reynolds said this is the yearly agreement that we have with ONWASA to provide a satellite office. The only thing that has changed this year is simply the date.

A motion was made by **Councilman Sholar** and seconded by **Councilwoman Bragg** to Approve the Administrative Service Agreement between Onslow Water and Sewer Authority and the Town of Holly Ridge. *All Agreed.*

Discussion and Possible Approval of a Parks and Recreation Interlocal Agreement with Surf City for Summer Camp and Adult Softball.

Manager Reynolds said we have an Interlocal Agreement with Surf City for several things, and we have had it for several years. The Town of Surf City will advance the upfront cost associated with organizing and implementing each program and event. The Town of Holly Ridge will make available to the Town of Surf City use of the Holly Ridge Community Center, the municipal activity fields, and transportation for Summer Camp. The Town of Holly Ridge would ensure all relevant fields are safe and maintained. We will provide staff members to address any issues that may arise concerning the facilities that are owned by the Town. If program or event revenues exceed expenditures the Town of Surf City will provide forty percent of the access revenues to the Town of Holly Ridge. For Summer Camp this equaled \$6,909.00 of the revenues of expenses. For the adult softball league that equaled \$960.46 that was revenue to the Town of Holly Ridge. This updated Interlocal Agreement will become affective July 1st, 2023, and will run through the end of summer camp which is August 31st, 2023.

Councilman Sholar asked if the forty percent has always been like that. Manager Reynolds said that is correct. Councilman Sholar asked if they were not renting the fields like we had discussed. Manager Reynolds said we were already locked in by the previous Interlocal Agreement, but we will re-negotiate at the end of August of this year.

A motion was made by **Councilwoman Stanley** and seconded by **Mayor Pro-Tem Hall** to approve the Parks and Recreation Interlocal Agreement with Surf City for Summer Camp and Adult Softball. *All Agreed.*

Call for a Special Meeting to conduct Budget Workshop # 1 for Fiscal Year 2023-2024 Budget.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Bragg** to call for a Special Meeting to be held on Monday, May 22nd, 2023, beginning at 12:00 p.m. for the purpose of Conducting Budget Workshop # 1. *All Agreed.*

Persons Wishing to Address the Council

Town Council Comments

Councilwoman Bragg thanked everyone for coming to the meeting and thanks to the Town Staff.

Mayor Pro-Tem Hall thanked everyone for coming to the meeting.

Councilwoman Stanley thanked everyone for coming to the meeting and she thanked all of Town Staff for the work they are doing.

Councilman Sholar thanked everyone for coming to the meeting.

Announcements

Mayor Wenzel gave the following announcements:

- May 8th, 2023, through May 12th, 2023, Yard Debris Pickup
- Tuesday, May 16th, 2023, Planning Board meeting – beginning at 6:30 p.m. in the Council Chambers
- Thursday, May 18th, 2023, ONWASA Board meeting – beginning at 6:00 p.m. in the Jacksonville City Hall
- Tuesday, May 23rd, 2023, Board of Adjustment meeting – beginning at 6:30 p.m. in the Council Chambers
- Monday, May 20th, 2023, Town Hall Closed in Observance of Memorial Day

A motion was made by **Councilman Sholar** and seconded by **Councilwoman Bragg** to go into Closed Session. *All Agreed.*

Closed Session

- A. To establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body by negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease per NCGS 143-318.11 (a) (5).
- B. To Consider the Performance of a Public Official per North Carolina General Statute 143-318.11 (a) (6).

Adjournment

A motion was made by **Councilman Sholar** and seconded by **Councilwoman Stanley** to adjourn at 8:45 p.m. *All Agreed.*

Attest:

Jeff Wenzel, Mayor

Tracy Martin, Deputy Clerk

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