

NAVASSA REGULAR COUNCIL MEETING

July 20, 2023

7:30 P.M.

MEMBERS PRESENT

Eulis Willis, Mayor
William Ballard, Councilman
Thurman Everett, Councilman

Jerry Merrick, Councilman
Ida Dixon, Councilwoman
Ernest Mooring, Councilman

STAFF PRESENT

Norwood Blanchard, Attorney
Officer Vaziri

Michelyn Alston, Clerk

CITIZENS & VISITORS PRESENT

Thomas Merrick, Jr
Patricia White
Clifton Ballard
Shelia K Patrick
Judy Newkirk
Tonya Lowe
Doris Willis

Frank Willis
Ison K
Fraudesca Troy
Steven Hatcher
Marilyn Holmes
Janice Robbins

Councilman Everett led the Invocation.
Before Mayor Willis called July 20, 2023, meeting to order at 7:30 pm.

ADJUSTMENT & APPROVAL OF AGENDA

The Clerk asked that the following items be added to the agenda.

1. Brunswick County Intermunicipal Agreement
2. Brunswick Heritage Riverside Ride Support Letter
3. Community Center request from Historic Wilmington Foundation

COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO ADJUST THE AGENDA TO ADD THE ABOVE THREE ITEMS. ALL VOTED IN FAVOR.

COUNCILMAN MOORING MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO APPROVE THE AGENDA WITH ADJUSTMENTS. ALL VOTED IN FAVOR.

APPROVAL OF MINUTES

COUNCILMAN MERICK MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO APPROVE THE MINUTES AS WRITTEN. ALL VOTED IN FAVOR.

SPECIAL ACKNOWLEDGEMENT

Mayor Willis read the Proclamation for Curlie G. Troy celebrating her 106 birthday and Mary M. Bryant celebrating her 107 birthday. This proclamation was presented to family members.

BUSINESS

Beautification Reimbursement

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN MOORING TO GIVE MARIE MCMILLAN \$200 FOR BEAUTIFICATION REIMBURSEMENT. ALL VOTED IN FAVOR.

Street Repairs

Councilman Mooring asked the board to table a decision because he will send out RFQ for street repairs.

COUNCILMAN MOORING MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO TABLE STREET REPAIRS ISSUE AND SEND OUT AN RFQ. ALL VOTED IN FAVOR.

Updates on Projects

Mayor Willis read the brief about the ongoing projects.

Community Center Request

The board discussed the request from HWF, Historic Wilmington Foundation to use the center on Oct 19th but realized it was the scheduled meeting night. The clerk will contact the representative about the scheduling conflict.

PARKS AND RECREATION

Mayor Willis informed the Governing Board that the Parks and Recreation is requesting an uplift to both parks. Request that council give them a maintenance plan if not the parks and recreation board would like to develop one.

Councilman Ballard spoke about the plan that was previously submitted for Phoenix Park Water installation stating that the plan wasn't what the citizens in that district wants.

A discussion was held with the Mayor stating he was trying to assist with the project until Councilman Ballard was available to head up project.

Councilman Everett suggest allowing the parks and recreation board getting the necessary estimates for water installation for Phoenix Park and presenting it to the Town Board.

A request for Magnolia Drive Park to do a wet water park this will intel getting a landscape architect conceptual plan. Requesting permission to send out RFQ for landscape architect.

Councilman Merrick asked would the stormwater be included with the project. Mayor will have landscaping architect speak with the NCEM Grant representative.

Councilman Everett asked about the feasibility of having this done on a dead-end road, Mayor spoke to the board about the road that is located on the back side of Champ Branch that could be connected as another outlet.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO GRANT PERMISSION FOR A RFQ FOR A LANDSCAPE ARCHITECT. ALL VOTED IN FAVOR.

PLANNING DEPARTMENT

Updates

Mayor informed the board that Mr. Holland was out sick but he has requested a public hearing to be scheduled for next town meeting at 7:00 pm for PUD for Cedar Project and Text amendment. Both items have appeared before the planning board.

Councilman Ballard asked if Clifton Ballard rezoning issue could be added to the public hearing items for next month.

COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILMAN EVERETT TO HOLD A PUBLIC HEARING AUG 17TH AT 7:00 PM FOR PUD CEDAR PROJECT, TEXT AMENDMENT AND CLIFTON BALLARD REZONING. ALL VOTED IN FAVOR.

Brunswick County Intermunicipal Agreement

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN MOORING TO ENTER INTO AGREEMENT WITH BRUNSWICK COUNTY INTERMUNICIPAL AGREEMENT. ALL VOTED IN FAVOR.

Brunswick Heritage Riverside Ride Support Letter

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN MOORING TO SEND LETTER OF SUPPORT THE BRUNSWICK HERITAGE RIVERSIDE RIDE. ALL VOTED IN FAVOR.

POLICE DEPARTMENT

Applications for the Police Chief position were received, and Councilmen Merrick, Ballard, and Councilwoman Dixon will review and presented to remaining board.

FINANCE DEPARTMENT

Budget Amendments Ordinance

The board was presented Budget Amendment Ordinance O-2023-06

FY 2023-2024 Budget Ordinance Amendment

BE IT ORDAINED, by the Governing Board of the Town of Navassa, North Carolina, that the following amendments are made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund to transfer funds as follows:

General Fund Amendments

| <u>Account Number</u> | <u>Account Description</u> | <u>Increase</u> | <u>(Decrease)</u> |
|------------------------------|-----------------------------------|------------------------|--------------------------|
| 10-4300-00 | Police Department Salaries | \$22,000.00 | |
| 10-3316-02 | Fund Balance Appropriation – GF | | \$22,000.00 |

Adopted this the 20th day of July, 2023.

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILWOMAN DIXON TO APPROVE THE BUDGET ORDINANCE AMENDEMENTS. ALL VOTED IN FAVOR.

Ryan Marlar CPA

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN MOORING TO ACCEPT THE REVAMPED AGREEMENT FROM RYAN MARLAR, CPA. ALL VOTED IN FAVOR.

COUNCILMEMBER REPORT

Councilman Mooring reported that a citizen made a request that all the pastors in the area host a fun day in the park and request that he reached out to the area pastors.

CITIZENS TO BE HEARD

Jancie Robbins asked if clarification can be given regarding the Phoenix Park Water Installation project. Asking if there is money for the project?

EXECUTIVE SESSION

COUNCILMAN MERRICK MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL. ALL VOTED IN FAVOR.

COUNCILMAN MOORING MADE A MOTION SECONDED BY COUNCILMAN BALLARD TO COME OUT OF EXECUTIVE SESSION. ALL VOTED IN FAVOR.

Discussed negotiation for salary range to offer Police Chief, Planner and Administrative Assistant. No action taken.

COUNCILWOMAN DIXON MADE A MOTION SECONDED BY COUNCILMAN MERRICK TO AUTHORIZED THE CLERK TO ADVERTISE FOR PLANNER AND ADMINISTRATIVE ASSISTANT AND SEND SALARY RANGE TO POLICE CHIEF APPLICANTS. ALL VOTED IN FAVOR.

COUNCILWOMAN DIXON MADE A MOTION SECONDED BY COUNCILMAN EVERETT TO HIRE PART TIME OFFICER AT \$21 AN HOUR, 20 HOURS A WEEK. ALL VOTED IN FAVOR.

ADJOURNMENT

COUNCILMAN BALLARD MADE A MOTION SECONDED BY COUNCILMAN MOORING TO ADJOURN THE MEETING. ALL VOTED IN FAVOR.

ATTEST:

Town Clerk

Mayor Pro Tem