



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' REGULAR MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
TUESDAY, JULY 16, 2019 - 7:00 P.M.**

1. Invocation
2. Call to Order/ Welcome
3. Pledge of Allegiance
4. Agenda Approval **Item #11 was postponed, Item #9c was changed to include auditor selection for 2018-2019FY. Also, references in #9 to 2019 audit need to be changed to 2018. Approved as amended.**
5. Approval of Minutes **All Approved.**
 - a. Minutes of the Special Meeting of June 18, 2019
 - b. Minutes of the Regular Meeting of June 18, 2019
6. Public Comments on Agenda Items **Dolly Mitchell feels that the chair of the Audit Committee should have someone else present when he speaks with the Auditor.**
7. Police Report – Chief Jeremy Dixon **The police department had 308 service calls for the month of June and four incidents. They are ticketing cars and golf carts parked illegally. Most of these have been along OBW.**
8. Receipt of Inlet and Beach Protection Board Report – Commissioner Freer **Since the status memo was written, the Corps has notified the Town that the Lockwood Folly dredging with sand placement on the East End planned for this winter has changed. Last month they confirmed that the sand from the inlet crossing and the bend widener would be placed on the East End, the Town worked with the State to get a grant for \$288,000 and committed an extra \$100,000 from BPART to the dredging. Now the sand from the crossing (~80,000 cubic yards), should be placed but the bend widener (~135,000 cubic yards) will require a Biological Assessment from Fish and Wildlife and will not be in the base contract.**
9. Presentation, Discussion and Possible Action on the 2017– 2018 Audit Report – Jay E. Sharpe, Rives & Associates and Mayor Pro Tem Fletcher
 - a. Presentation of 2017 – 2018 Audit Report
 - b. Recommendations of Audit Committee on 2017 – 2018 Audit Report and 2018 – 2019 Auditor **Motion to pay additional \$10,000 passed 4-1 with Kwiatkowski voting no. Agreed by consensus to issue an RFP for audit services and schedule a special meeting to select.**
 - c. Approval of 2017– 2018 Audit Report **Passed 4-1 with Kwiatkowski voting no.**
 - d. Audit Committee Role as Advisory to Board of Commissioners **Tabled until next month.**

10. Discussion and Possible Action on Audit Committee Role in Monitoring Implementation of RSM Internal Control Recommendations – Mayor Pro Tem Fletcher **No action. Town Manager is preparing a report.**
11. Discussion and Possible Action on the Recommended Financial Reporting Form from the Audit Committee – Town Manager Hewett **Deleted from agenda.**
12. Discussion and Possible Action on the Amended Audit Contract for Fiscal Year 2017 – 2018 with Rives and Associates – Town Manager Hewett
 - a. Ordinance 19-11, An Ordinance Amending Ordinance 19-10, The Revenues and Appropriations Ordinance for Fiscal Year 2019 – 2020 (Amendment No. 1) **Unanimously Approved extra \$10,000**
13. Discussion and Possible Action – Construction Management Services of the Vacuum Sewer System #3 Upgrade Status Report – Public Works Director Clemmons **Station #3 design not complete yet. \$65,000 has been spent on acoustical engineering. A/C is not adequate at recently completed Station #4.**
14. Discussion and Possible Nomination of Members to Fill Vacancies on the Planning & Zoning Board, Board of Adjustment and Parks & Recreation Advisory Board – Town Clerk Finnell **Olivia Gomez was reappointed to Parks and Rec; Vicki Myers, Pete Pallas and Woody Tyner were reappointed to P&Z; Richard Griffin was appointed to Board of Adjustment.**
15. Discussion and Possible Action to Create a Policy for Proposing Action to a Committee and the Level of Report Expected – Commissioner Kwiatkowski **Kwiatkowski will work with staff to develop a policy.**
16. Discussion and Possible Action to Request the Planning & Zoning Board Provide a Full Report on Their Evaluation for a Second Water Tower to the Board of Commissioners – Commissioner Kwiatkowski **Agreed by consensus to wait for new policy.**
17. Discussion and Possible Action to Revise Chapter 91: Fire Prevention, Section 91.16 Recreational Fires – Commissioner Butler **Agreed by consensus to ask staff to bring a text amendment to address people grilling on the beach strand or in public spaces.**
18. Discussion and Possible Action to Revise Chapter 72: Parking Regulations, Section 72.02(K) – Commissioner Butler **No action taken.**
19. Discussion and Possible Action to GRR – Commissioner Freer **No action taken.**
20. Town Manager’s Report **Still working on Salary and Benefits study, expected in August. The \$25,000,000 FEMA renourishment project is still in the environmental queue. The sand source study is progressing and plans are to do the hydrography study this month. He is hearing that the Corps will have significantly less money to maintain the inlet and we will need to contact Department of Water Resources regarding the Memorandum of Agreement. There is an RFP out for a new Town Attorney.**
21. Mayor’s Comments **Loves the concerts, felt the 4th of July went well.**
22. Board of Commissioners’ Comments **Fletcher: thanked the public for attending the audit committee and BOC meetings and for staying late. Sullivan: Thanked the staff and reminded everyone that filing for office ends Friday. Kwiatkowski: Liked the turn out for the Audit Committee Meeting and hopes for more participation. Butler: Thanked the audience and the staff, and warned about the heat. God bless America. Freer: Echoed Butler’s comments and thought there was a lot of good discussion.**
23. Public Comments on General Items **None**

24. Executive Session Pursuant to North Carolina General Statute 143-318.11(A)(5) To Establish or Instruct the Staff or Agent Concerning the Negotiation of the Price or Terms of a Contract Concerning the Acquisition of Real Property and North Carolina General Statute 143-318.11(A)(3) To Consult with the Town Attorney **No action taken.**

25. Adjournment