

SHALLOTTE BOARD OF ALDERMEN  
ANNUAL BOARD RETREAT  
APRIL 14, 2023  
8:30 A.M.

The Shallotte Board of Aldermen met for their annual Board Retreat on April 14, 2023 beginning at 8:30 a.m. in the meeting chambers located at 110 Cheers Street with Mayor Walt Eccard presiding.

Aldermen present: Larry Harrelson, Carson Durham, and Gene Vasile. Jimmy Bellamy joined the meeting at 10:36 a.m.

Aldermen absent: Bobby Williamson

Staff present: Mimi Gaither, Robert Waring, Natalie Goins, Isaac Norris, Adam Stanley, Paul Dunwell, Justin Ward, Megan Bishop and Dan Formyduval. Adam Stanley left the meeting at 9:00 a.m.

Mayor Eccard called the retreat to order. A motion was made by Carson Durham seconded by Gene Vasile to open the meeting. Motion carried 3 yes 0 no.

GROWTH

- Trend is multi-family
- Upcoming meeting with individuals regarding property on Shallotte Avenue
- Heartsease project complete
- Arnold Street project should be coming out of the ground shortly
- Smith Avenue multi-family project underway
- Not a lot of vertical growth

DEPARTMENTS

(Each department report has been attached as a permanent record)

POLICE

- Consider lease option for patrol cars through Enterprise; more cost efficient than outright purchase
- Replace RADAR portable trailer this year
- Upgrade body worn camera system next year
- Have Viper radio system upgraded by 2025

- Add Detective position this year. Add Officers as growth continues; goal is 4 per shift.

#### FIRE

- Replacement of 1995 Ford by May 2024
- Replacement of 2004 Freightliner 2029
- Consider adding station at Hewett property
- Have assigned fund balance for future expenditures?
- Add one Firefighter/EMT to make shifts equitable?

#### PLANNING

- Adding Planner I (entry level) position
- Rollover \$100K from delayed Collector Street Plan to White Street upgrade projects
- Working with engineering firm for Mulberry Park sidewalk extension design
- Code Enforcement service is sufficient at 1 day per week for now. Increase that service or bring position in house in future?

#### PUBLIC WORKS

- White Street upgrades - \$70K design survey
- Ongoing control panel replacements
- Ongoing Lift Station Upgrades/Repairs
- Seasonal Parks position (water plants)
- Flat sewer rate vs. tiered system
- Direction for sewer? Board's decision

#### PARKS/REC

- Riverwalk events/decor on hold due to development/power
- Replace Main Street pole Christmas lights
- Use unused RiverFest funds for Mulberry Park Christmas décor
- Rubber mulch \$48K
- 3-5 years PT or FT staff position
- Future of Market on Mulberry?

#### FINANCE

- New payroll/HR software
- Replace old computers - explore leasing option
- Filing Cabinets

#### ADMINISTRATION

- Town Hall - outcome of study

- Hire HR position in July
- Future Assistant Town Manager specific to such duties
- Employee retention – trending benefits
- Safety measures – Chief Dunwell looking into programs
- Would like to see future Cross Training

### FINANCIAL POSITION

Town Manager Mimi Gaither and Finance Director Isaac Norris gave the Board an estimate of year 2022/2023 position regarding revenue and expenditures. Finance Director Norris presented estimated calculations for Fund Balance at year end.

### MAJOR PROJECTS

#### PRICE LANDING

- Additional parking added to plan (Phase II)
- Adventure Ropes course doesn't fit Town's demographic. Poses maintenance & safety issues.
- Exercise stations along pathway? Staff will work with engineer for options to bring to Board of Aldermen.
- Walking connectivity to Mulberry Park and White Street sidewalks
- Water misters as opposed to splash pads

#### RIVERWALK PHASE II

- New kayak launch in boat basin
- Obtained permit to dredge
- Floating dock
- Option of walkable route to The Tides

#### WATERFRONT DEVELOPMENT

- Conceptual design / Square footage calculations
- Possible roundabout at Sweatt property

#### TOWN HALL

- Space needs assessment indicates doubling existing square footage
- Included space for Fire Dept. staff

- New facility vs. renovation of existing facility

#### BOARD NEEDS / GOALS

- Mayor Eccard feels that the Board's progress over the last eight years is due to the members working together so effectively, with the same goal of making things better for the Town and its citizens.
- Alderman Vasile recommended that if an item comes in last minute for a regularly scheduled Board meeting, that it be deferred to the Work session meeting, alleviating pressure to make an impromptu recommendation or decision.
- Alderman Harrelson suggested text reminders, especially for meetings that aren't on a regular or recurrent schedule.
- Alderman Bellamy stated that text messages were a beneficial way to keep him informed.
- Mayor Eccard stated that the County agreed to contract changes and that he would be signing documents.
- Mayor Eccard thanked everyone for their time and input for such an informative retreat.

Respectfully submitted,

Natalie Goins  
Town Clerk