



## Minutes

**Board of County Commissioners Regular Meeting  
Monday, March 10, 2025 at 4:00 PM  
Pender County Public Assembly Room  
805 S. Walker Street, Burgaw, NC**

**PRESENT:** Commissioner Brad George  
Commissioner Jerry Groves  
Chairman Randy Burton  
Vice Chair Brent Springer

**ABSENT:**

**OTHER PRESENT:** Michael Silverman, County Manager  
Trey Thurman, County Attorney  
Lexi Stanfield, Clerk to the Board  
Allen Vann, Assistant County Manager  
Other Staff and Members of the Press and Public

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1. CALL TO ORDER

Chairman Burton called the meeting to order at 4:00PM.

2. INVOCATION

Chairman Burton gave the invocation.

3. PLEDGE OF ALLEGIANCE

Commissioner Groves led the Pledge of Allegiance.

4. ADOPTION OF AGENDA

County Manager Silverman requested the Board remove item 9.4 Scotts Hill Water Tower Lease Agreement with WHQR, and add item 6.8 Proclamation Honoring Mayor Errol Morton Blanchard.

Commissioner George announced he had stepped down from the EMS and Fire Board of Directors at their last meeting.

Commissioner Springer made a motion to suspend the Rules of Procedure.

Commissioner Groves seconded the motion.

Commissioner Groves voted in the affirmative.

Commissioner Springer voted in the affirmative.

Chairman Burton voted in the affirmative.

Commissioner George voted in opposition.

Commissioner Springer made a motion to add item 9.14 Resolution Vacating All Positions of the Pender EMS and Fire Board of Directors, Appointing Replacement Board Members, Directing an Independent Audit, and Directing the County to Assume Control Over EMS and Fire.

Commissioner Groves seconded the motion.

Commissioner Groves voted in the affirmative.

Commissioner Springer voted in the affirmative.

Chairman Burton voted in the affirmative.  
Commissioner George voted in opposition.

5. PUBLIC HEARING

6. PUBLIC INFORMATION

6.1 Presentation of State of North Carolina Old North State Award to HR Director, Pamela Brame Kimberly Wickline-Bennett 5-6

Kim Wickline, HR Deputy Director, presented the item. Pamela Brame, Human Resources Director, was awarded the State of North Carolina's Old North State Award for the public service she has provided for more than twenty years.

6.2 Parks Foundation of Burgaw, Inc.'s Splashpad Fundraiser Cody Suggs 7-9

Cody Suggs, Town of Burgaw Parks and Rec Director, presented the item. Suggs is the Executive Director for the Parks Foundation of Burgaw and asked the County consider donating to the foundation in the upcoming fiscal year to help raise money for a splash pad.

6.3 Status Update for the Hampstead Branch Library Project John Sawyer, Troy Olson 10-23

Allen Phillips-Bell, Library Director, recognized the Friends of the Library for providing \$500,000.00 towards the new Hampstead Library. John Sawyer reviewed the jobs site with Troy Olsen. Sawyer went over the proposed floor plans. He reported the project is on schedule and will be moving into the construction documents soon.

6.4 Status Update for Central Pender Park: Phase I Project Reynaldo Bravo 24-33  
Reynaldo Bravo from POND reviewed the park information: project overview, milestones, and budget.

6.5 Status Update for the Hampstead Kiwanis Park: Phase IV Project Dario Ramirez-Duenas, Jimmy Fentress 34-43

Jimmy Fentress reviewed the Hampstead Kiwanis Park project information including the budget, timeline, and milestone dates. Fentress reported the project was on time.

6.6 Status Update for the Abbey Nature Park Project Zach White, Dario Ramirez-Duenas 44-54

Zach White, Parks and Recreation Director, and Dario Ramirez, Project Manager, presented the item. White and Ramirez gave a brief overview of the project. Ramirez reviewed the scheduled dates, completed activities, and the current status of the project.

6.7 Addressing Used Oil Drums at Convenience Centers Susan Barnhill 55

Susan Barnhill, Solid Waste Coordinator, presented the item. Barnhill informed the Board that continuing to keep oil drums at the convenience centers is costing the County a lot of money due to citizens dropping off contaminated oil and the County eating the cost to pump the

contaminated oil.

6.8 Proclamation Honoring the Life of Mayor Errol Morton Michael  
Blanchard Silverman

Michael Silverman, County Manager, presented the item. Silverman read aloud a proclamation honoring the late mayor of Topsail Beach Errol Morton Blanchard.

7. PUBLIC COMMENT

Bob Hollingsworth spoke about an access point at Sloop Point Road.  
Matt Moore spoke about an access point at Sloop Point Road.  
Becky Filer spoke about an access point at Sloop Point Road.  
Lance Rossell spoke about Shiloh FD and record requests.  
Jim Harris spoke about the tax reveal.  
Emily Graham spoke about the Hampstead Annex sound system.  
Charlie Schoonmaker spoke about Pender EMS and Fire and Union Rescue.

8. CONSENT AGENDA

Commissioner Springer made a motion to approve the consent agenda.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

8.1	Approval of Closed Session Minutes from the Years 1995, 1996, 1997, and 1998	Lexi Stanfield	56
8.2	Approval of the Board of Commissioner Regular Meeting Minutes	Lexi Stanfield	57-84
8.3	Approval of January 17, 2025, Board of County Commissioners Special Meeting Minutes	Lexi Stanfield	85-86
8.4	Approval of Budget Ordinance Amendment to Accept Donations Toward the Historical 150th Celebration.	Gabrielle Dawson	87-90
8.5	Approval to Increase Purchase Order #265 for Pump Repairs at Regional Lift Station in the Amount of \$40,317.00 to A.C. Schultes.	Brian Terry	91-96
8.6	Resolution of the Pender County Board of Commissioners Authorizing upset bid process with respect of the Disposition by sale of Parcel ID# 3314-75-9249-0000 located in the Union Township.	Margaret Blue	97-102
8.7	Approval of purchase order to MCCI for Laserfiche, the county's document management system, for the annual renewal in the amount of \$49,525.70.	Marcel Miranda	103-105

8.8	Approval of a Budget Ordinance Amendment to Increase Holly Shelter Shooting Range Revenue and Expenditures by \$3,393.00.	Zach White	106-107
8.9	Approval of a Purchase Order for Communication Specialists in the amount of \$123,809.06.	Alan Cutler	108-111
8.10	Approval of a Purchase Order for Cellebrite renewal fee in the amount of \$21,745.40.	Alan Cutler	112-117
8.11	Approval of a Donation to the 1865 Society of Pender County	Michael Silverman	118-119
8.12	Approval of Duke Energy Proposed Easement at the Pender County Courthouse	Andre Hogan	120-124
8.13	Approval of Sole Source vendor for Brady Parts, Inc for the repairs to the Courthouse HVAC.	Wyatt Richardson	125
8.14	Motor Vehicle Releases and Refunds	Melissa Radke	126
8.15	Refund/Release Requests for items meeting NC G.S. 105-381	Melissa Radke	129-130
8.16	Approval of the statutorily required Order to Advertise for 2024 Delinquent Real Property	Melissa Radke	131-267

9. APPROVALS AND RESOLUTIONS

9.1	Authority to Execute Contract Amendment of the New Health and Human Services Facility for Change in Workstations in the amount of \$69,052.00.	Dario Ramirez-Duenas	268-271
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Dario Ramirez, Project Manager, presented the item. Ramirez explained to the Board that after reviewing the interior design, it was revealed that the workstation walls were not high enough to provide patients with a comfortable amount of privacy. The current contract allows for 50" high workstations. The amendment would outfit the new HHS facility with 66" workstations. Carolyn Moser answered questions from the Board.

Commissioner George made a motion to approve.

The motion did not receive a second.  
The motion failed.

9.2 Consideration of resolution supporting an update to the North Carolina Beach and Inlet Management Plan Daniel Adams 272-275

Daniel Adams, Planning Director, presented the item. The board was provided a draft copy of an update to the North Carolina Beach and Inlet Management Plan. Adams asked the Board to sign a resolution providing written support of the update.

Commissioner Groves made a motion to approve.  
Commissioner George seconded the motion.  
The motion carried unanimously.

9.3 Confirmation of the Pender County Child Fatality Prevention Team as a single county team Carolyn Moser 276

Carolyn Moser, HHS Director, presented the item. Moser explained to the Board that there are two teams: Prevention and Protection. The state would like to combine the two teams. Moser is asking the Board to approve the combination of teams, only serving Pender County.

Commissioner George made a motion to approve.  
Commissioner Springer seconded the motion.  
The motion carried unanimously.

9.4 Scotts Hill Water Tower Lease Agreement with WHQR Anthony Colon 277-288  
This item was removed.

9.5 Request for Approval to Dispose of 2.4-Acre Property for Easement Exchange Anthony Colon 289-290

Anthony Colon, Utilities Director, presented the item. The new K-8 School site and Water Membrane will share a common sewer line that will discharge into a sewer lift station owned by Pluris. In order to facilitate this, an easement will need to be placed on the Pluris property. Pluris has agreed in exchange for 2.4 acres pf land located where the new treatment plant will be. Pender Utilities has no use for these 2.4 acres and recommends the trade.

Commissioner Brent Springer made a motion to approve the easement.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

9.6 Amendment to the Pender County Board of Commissioners Rules of Procedure Michael Silverman 291-309

Michael Silverman, County Manager, presented the item. Silverman gave a brief overview of the changes and asked if the commissioners had any questions or required a more in-depth breakdown of any changes. The Board had no questions.

Commissioner Springer made a motion to approve the amendments.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

9.7 Resolution to Change the Tax Reappraisal Cycle Michael Silverman 310-311

Michael Silverman, County Manager, presented the item. This resolution will finalize the Board's decision to revert to the seven-year cycle after the four-year cycle has concluded in 2030.

Commissioner Groves made a motion to approve the resolution.

Commissioner Springer seconded the motion.

Commissioner Groves voted in favor of the motion.

Commissioner Springer voted in favor of the motion.

Chairman Burton voted in favor of the motion.

Commissioner George voted in opposition to the motion.

Motion carried 3-1.

- 9.8 Approval to accept \$10,000.00 from a North Carolina Emergency Management Fiscal Year 2024 Homeland Security Grant Program for Pender County Emergency Management. Tommy Batson 312-314

Tommy Batson, Emergency Management Director, presented the item. Batson explained the Board needed to accept the \$10,000.00 grant in order for Emergency Management to receive it.

Commissioner Springer made a motion to approve.

Commissioner Groves seconded the motion.

The motion carried unanimously.

- 9.9 Accept Bid & Purchase Order approval to Atlantic Power Solutions for the C.F. Pope Elementary School Generator & Automatic Transfer Switch Project in the amount of \$267,384.70. Tommy Batson 315-346

Tommy Batson, Emergency Management Director, presented the item. Batson requested the Board approve the bid and purchase over to Atlantic Power Solutions for the generator and automatic transfer switch project for the elementary school. This bid and purchase order is under budget and covered by a grant received to Emergency Management.

Commissioner Springer made a motion to approve.

Commissioner Groves seconded the motion.

The motion carried unanimously.

- 9.10 Parks Foundation of Pender County Membership Zach White 347-352  
Zach White, Parks and Recreation Director, presented the item. White gave a brief overview of the foundation and how it was started. He requested the Board provide instructions on how they would like to appoint Pender citizens to this board: by the Board of Commissioners or through an MOU with the non-profit. White stated he preferred the Board to appoint. The Board agreed.

Commissioner Springer made a motion to continue having the Board appoint applicants.

Commissioner Groves seconded the motion.

The motion carried unanimously.

- 9.11 Approval of a Budget Amendment and Purchase Order for RFP #25-312 in the Amount of \$111,241.86 to AcoustiCreations. Marcel Miranda 353-389

Marcel Miranda, ITS Director, presented the item. The budget amendment and purchase order for AcoustiCreations would replace the sound system at the Hampstead Annex. Miranda



## 11. APPOINTMENTS

- 11.1 Appointment to the Tourism Development Authority Board Lexi Stanfield 410-417

Lexi Stanfield, Clerk, presented the item to the Board. Kristin Freeman applied to the Tourism Development Authority as a collector. Freeman meets all the necessary criteria and was recommended for appointment.

Commissioner Springer made a motion to appoint.  
Commsioner Groves seconded the motion.  
The motion carried unanimously.

- 11.2 Appointments to the Board of Equalization and Review Lexi Stanfield 418-430

Lexi Stanfield, Clerk, presented the item. Stephen Strnisha, Larry Bolick, and Kathleen Sumner applied for the Board of Equalization and Review. All applicants were recommended for appointment.

Commissioner Groves made a motion to appoint all three.  
Commissioner Springer seconded the motion.  
The motion carried unanimously.

## 12. MAPLE HILL WATER AND SEWER DISTRICT

## 13. ROCKY POINT WATER AND SEWER DISTRICT

## 14. SCOTTS HILL WATER AND SEWER DISTRICT

## 15. MOORE'S CREEK WATER AND SEWER DISTRICT

## 16. CENTRAL PENDER WATER AND SEWER DISTRICT

## 17. PENDER COUNTY BOARD OF HEALTH

## 18. SOCIAL SERVICES BOARD

## 19. ITEMS FROM COUNTY ATTORNEY, COUNTY MANAGER, ASSISTANT COUNTY MANAGER, & COUNTY COMMISSIONERS

Attorney Thurman reported the Court of Appeals sided with Pender County and requested the Board go into closed session for item 3, Attorney Client Privilege.

Manager Silverman requested the Board go into closed session after the 7PM hearing.

Commissioner Groves discussed the LCFWSA, debt, water, and the budget.

Commissioner George vocalized his appreciation for Mr. Harris.

Commissioner Springer requested the County Manager's Office to communicate with Lance Rossell.

Chairman Burton apologized to citizens and voiced his support for Pender EMS and Fire.

20. CLOSED SESSION (IF APPLICABLE)

Commissioner George made a motion to go into closed for item 3.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

21. 7PM PUBLIC HEARINGS: SPECIAL USE PERMITS/ZONING MAP AMENDMENTS/RESOLUTIONS

21.1	REZONE 2024-80: Request to rezone one parcel totaling approximately eight acres from the Rural Agricultural zoning district to the Residential Performance zoning district in the Rocky Point Township	Tucker Cherry	431-464
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Tucker Cherry presented the item. The applicant is requesting the rezone eight acres from rural agricultural to residential performance. Staff and the Planning Board recommend approval.

Commissioner George made a motion for approval.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

21.2	REZONE 2024-81: Request to rezone one parcel totaling approximately 1.37 acres from the Rural Agricultural zoning district to the General Business zoning district in the Topsail Township	Taylor Davis	465-500
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Taylor Davis presented the item. The applicant is requesting to rezone 1.37 acres from Rural Agricultural to General Business. The planning board and staff recommend approval.

Commissioner George made a motion to approve.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

21.3	SUP 2025-50: Request for a Special Use Permit for a 120-foot telecommunication pole within the Residential Performance zoning district	Taylor Davis	501-543
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Taylor Davis presented the item. Duke Energy is requesting a Special Use Permit for the installation of a 120-telecom pole within an existing substation.

Commissioner Springer made a motion for approval.  
Commissioner Groves seconded the motion.  
The motion carried unanimously.

## 22. ADJOURNMENT

[MIN\_SIGNATURES]