

**TOWN OF CAROLINA SHORES
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING MINUTES**

March 17, 2025

10:00 a.m.

Mayor Conte called the March 17, 2025, Special Called Meeting to order at 10:00 a.m. Commissioners present: Beverly Mayhew, Marlene Vandergrift, Harry McClard and Debbie Watts. Also, present: Chad Hicks, Town Administrator and Nicole Hewett, Assistant Town Administrator/Town Clerk.

Members Absent: None

Also Absent: None

Discussion and Possible Action on the Process to Fill the Commissioner Vacancy:

Public Notice: Mayor Conte asked if the Board members had time to review the Public Notice for the Commissioner vacancy and the members said yes. It was the consensus of the Board to move forward with the draft Public Notice.

Process to Fill Commissioner Vacancy: Mayor Conte said we would want the candidate to submit a letter of interest and resume. It was the consensus of the Board that a town application would be filled out after the candidate was selected. Mayor Conte said the start date would be March 17, 2025, and end on April 7, 2025, at 12:00pm. There was discussion on the process. Ms. Hewett said there was a process emailed to her. Ms. Hewett said starting today the Public Notice will go out and prospective candidates would have until April 7, 2025, at 12:00pm to turn in their letter of interest and resume. Ms. Hewett said that it gives the Board a week to come in individually and review the candidates. Ms. Hewett said at the Board's April 14th meeting discussion would take place in open session. Ms. Hewett said we can invite the candidates to the April 14th Board meeting and give them 2-3 minutes to speak and then each Board member could have two questions to ask each individual candidate. Ms. Hewett said they could draw numbers to see who goes first, second, etc. and then nothing would be decided at that meeting. Ms. Hewett said that would give you time to process the interviews and then at the Board's May meeting you could have the candidates come back and if it's the will of the Board you could make a motion at that time to nominate or not nominate a candidate. Ms. Hewett said that is just food for thought. Commissioner McClard said he has been through this 2 to 3 times now and that process meets all the state's requirements. Commissioner Mayhew asked that the Board members call Ms. Hewett to set up a time to come in and review so as to not have a majority of the Board here at the same time and the Board agreed. Mayor Conte asked the Board if they were in agreement of the process as discussed. It was the consensus of the Board to move forward with the Commissioner vacancy process as discussed above. It was also the consensus of the Board to have either Chad or Niki notify the prospective candidates of the process. Mayor Conte asked what the process would be if a candidate couldn't attend the meeting. It was the consensus of the Board that if a prospective candidate cannot attend the meeting on April 14th that doesn't necessarily disqualify them, and the Board members agreed that it wouldn't.

It was the consensus of the Board to change the Public Notice to read that “Candidate must be a *permanent* resident”. Ms. Hewett will make the change and send it out.

Discussion of Future Commercial Annexation in the Town of Carolina Shores:

Mr. Hicks said there is a little piece of property that is zoned highway commercial, a little triangle piece. Mr. Hicks said it is in the ETJ, not part of Carolina Shores. Mr. Hicks said it is going to be part of a larger development that is inside the County. Mr. Hicks said he talked to County Planning last week and the developer. Mr. Hicks said he thinks it would make sense to do an Interlocal Agreement with the County and let them run the whole thing, since the majority of it is in the County. Mr. Hicks said it will still have to meet our zoning requirements, but they will run with it from start to finish. Mr. Hicks said it makes things easier, and they do a lot of those Interlocal Agreements when you have projects like this. Mr. Hicks said it is kind of rare, but it does happen. Mr. Hicks said all of it is commercial, but he thinks the area behind it is county Neighborhood Business. Mr. Hicks said we have talked about not annexing anymore property, so he thinks we are good on that now. Mr. Hicks said if the Board is ok with it, he would recommend executing the Interlocal Agreement with the County and let them run with that one. Mayor Conte said it’s between the entrance of Carolina Shores North and Calabash and Mr. Hicks said correct and the overwhelming majority of it is in Brunswick County.

COMMISSIONER MCCLARD MADE A MOTION TO APPROVE AN INTERLOCAL AGREEMENT WITH BRUNSWICK COUNTY PERTAINING TO COMMERCIAL DEVELOPMENT. COMMISSIONER WATTS SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Mr. Hicks said on this same topic, if people call in about annexation, he is going to tell him now that it is our stated policy at this given time, we are not pursuing or inviting annexation into the Town of Carolina Shores until further notice. It was the consensus of the Board of Commissioners that they agree on that state policy of annexation.

Adjourn:

COMMISSIONER MAYHEW MADE A MOTION TO ADJOURN THE BOARD OF COMMISSIONERS SPECIAL CALLED MEETING OF MARCH 17, 2025, AT 10:17 A.M. COMMISSIONER WATTS SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Mayor

Submitted by:

Nicole Hewett, Assistant Town Administrator/Town Clerk