



AGENDA | BOARD OF COMMISSIONERS REGULAR MEETING

March 11, 2025 at 4:30 PM

Burgaw Town Center
108 E Wilmington St

1. Call to Order

2. Invocation

3. Pledge of Allegiance

4. Approval of Agenda

5. Approval of Consent Agenda

*Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.

A. Approval of the February 11, 2025 Regular Meeting Minutes

B. Approval of the February 11, 2025 Closed Session Minutes

C. Resolution 2025-09 Designating Authorized Signatories for Town Bank Accounts

D. Ordinance 2025-06 Amending the FY 2024-2025 budget to reflect the transfer of funds for the West Side Trail project

E. Approval of FY 2025 Town of Burgaw and TDA Audit Contracts and Engagement Letters

6. Special Requests/Presentations

A. Retirement Proclamation for Ray Rivenbark

B. Arbor Day Proclamation

C. North Carolina Blueberry Festival - Street Closure Request

D. Pender County Spring Festival - Street Closure Request

7. Departmental Items

A. **Information Technology Department**

Dustin McCullen, IT Manager

B. **Public Works Department**

Alan Moore, Public Works Director

C. **Fire Department**

Johnathan Prevatte, Fire Chief

D. **Facilities & Grounds Department**

Damon Stanley, Facilities & Grounds Director

E. **Parks, Recreation & Tourism Department**

Cody Suggs, Parks & Recreation Director

I. West Side Trail Project Update

F. **Planning Department**

Ron Meredith, Planning Director

I. Resolution 2025-10 Supporting the Town of Burgaw's Multimodal Planning Grant Program Application

G. **Building Inspections Department**

Louis Hesse, Building Code Administrator

H. **Finance Department**

Hans Kalwitz, Finance Officer

I. **Human Resources Department**

Kimberly Rivenbark, Human Resources Director/Deputy Town Clerk

J. **Police Department**

Jim Hock, Police Chief

8. Public Forum

9. Items from Assistant Manager

A. Update on current projects

10. Items from Manager

- A. Update on current projects

11. Items from Attorney

12. Items from Mayor and Board of Commissioners

- A. Consideration of one (1) Tourism Development Authority appointment

13. Closed Session

- A. Pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege and NC GS 143-318.11(a)(6) Personnel

14. Adjournment