

TOWN OF RICHLANDS
NORTH CAROLINA

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The Richlands Board of Aldermen met in Regular Session on June 9, 2026, at 6:00 p.m. at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley D. Smith
Alderman Paul Conner
Alderman Marilyn Bunce

Alderman Tom Brown
Alderman Kent Painter
Alderman Alice Betts

Absent:

Also present were:

Chris Roberson, Town Administrator
Isaura Flores, Town Clerk
Johnathan Jarman, Public Works Director

Keith Fountain, Town Attorney
William Horne, Chief of Police

There were 6 citizens present.

A. CALL TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:00 p.m.

1. Invocation – Mayor McKinley Smith
2. Pledge of Allegiance – Alderman Paul Conner

B. ADOPTION OF AGENDA:

Chris Roberson, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Kent Painter, to adopt the agenda as presented. The motion was unanimously carried.

C. ADOPTION OF MINUTES:

1. 04-20-26 Reconvened Meeting Minutes (ACTION)

2. 05-12-26 Regular Meeting Minutes (ACTION)

A **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown, to approve the April 20, 2026 Reconvened Meeting Minutes and the May 12, 2026 Regular Meeting Minutes as presented. The motion was unanimously carried.

3. 05-28-26 Special Called Meeting Minutes (Forthcoming)

D. PUBLIC COMMENT: None

E. PUBLIC HEARING:

1. Charter Amendment – Council/Manager Form of Government

Town Administrator Chris Roberson provided a brief overview of the proposed Charter Amendment to change the Town's form of government from Mayor-Council to Council-Manager. Mr. Roberson explained the required public hearing process and advised that the Board would take action on the proposed Charter Amendment at its regularly scheduled meeting on July 14, 2026, following the required statutory waiting period.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Paul Conner, to open the public hearing. The motion was unanimously carried.

There being no public comments, Mayor McKinley Smith declared the public hearing closed.

F. NEW BUSINESS:

1. ONWASA Administrative Services Agreement (ACTION)

Town Administrator Chris Roberson presented the annual ONWASA Administrative Services Agreement for Board consideration. Mr. Roberson explained that the agreement is renewed annually and recommended approval. Alderman Marilyn Bunce inquired whether the contract amount had changed. Mr. Roberson responded that it had not.

A **motion** was made by Alderman Kent Painter, seconded by Alderman Alice Betts, to approve the ONWASA Administrative Service Agreement as presented. The motion was unanimously carried.

2. GFL Solid Waste Contract Effective 7/1/26 (ACTION)

Town Administrator Chris Roberson presented the proposed GFL Solid Waste Agreement, noting that GFL was the low bidder through the Town's Request for Proposals process and that the proposed five-year agreement is substantially similar to the current contract.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner, to approve the GFL Solid Waste Agreement effective July 1, 2026. The motion was unanimously carried.

3. Short Form of Agreement for Planning/Development Services (ACTION)

Town Administrator Chris Roberson presented the proposed Planning/Development Services Agreement with Rivers & Associates, Inc. Mr. Roberson explained that the agreement would allow the Town to obtain engineering and planning/development review services as needed and discussed the proposed exemption from the Request for Qualifications (RFQ) process as permitted by State law for this project. Mr. Roberson noted that the matter had previously been tabled for additional consideration.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown, to approve the exemption resolution as presented. The motion was unanimously carried.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown to approve the Planning/Development Services Agreement as presented. The motion was unanimously carried.

4. Additional Lighting on Rand Street (ACTION)

Town Administrator Chris Roberson presented the request for additional lighting at the end of Rand Street.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner, to authorize the Public Works Director to research the feasibility of installing additional lighting at the end of Rand Street. The motion was unanimously carried.

5. FY 26-27 Budget Update (REVIEW)

Town Administrator Chris Roberson provided an update regarding the FY 2026-2027 Budget and reported that staff was continuing to work from the Alternate A budget scenario pending additional guidance from the State regarding property revaluation legislation. Mr. Roberson reminded the Board that the budget public hearing was scheduled for June 16, 2026, at 6:00 p.m. No action was taken.

G. DEPARTMENTAL MONTHLY REPORTS:

- **Police (Review):**

The Police Department monthly report was reviewed. No action was taken.

- **Finance – May 2026 Budget vs Actual Report (Review):**

The May 2026 Revenue and Expenditure Budget vs. Actual Reports were reviewed. No action was taken.

- **Code Enforcement (REVIEW):**

The May 2026 Code Enforcement Report, including notice of violation activities, was reviewed. No action was taken.

- **Public Works (REVIEW):**

The May 2026 Public Works Report was reviewed. No action was taken.

H. ADMINISTRATOR'S REPORT

- Updates/Additional Information (REVIEW)

I. BOARD MEMBER CONCERNS AND COMMITTEE UPDATES:

Alderman Tom Brown: None

Alderman Paul Conner: None

Alderman Kent Painter: None

Alderman Alice Betts: None

Alderman Marilyn Bunce: Reported that the Downtown Richlands Open House was well attended and provided an update on the proposed pocket park project next to the former Mandy's building. She noted plans to display enlarged historic photographs from the museum in the park and stated that work continues to address access to the rear alley. She also informed the Board that the Richlands Heights conditional rezoning request has been resubmitted to the Onslow County Planning Board and is expected to be considered by the Onslow County Board of Commissioners in August, with a public hearing to be scheduled.

Town Administrator Chris Roberson: Announced that the professional headshots are available for Board members to review and encouraged members to stop by the Town Hall during the week to select their preferred photographs for the Town website.

J. CLOSED SESSION FOR PERSONNEL – NCGS 143-318.11 (a)(6):

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Paul Conner to enter into closed session at 6:27 p.m. The motion was unanimously carried.

Attorney Keith Fountain stated that no action was taken during closed session.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Alice Betts to return to open session at 7:02 p.m. The motion was unanimously carried.

K. RECESS UNTIL JUNE 16, 2026 AT 6:00 PM:

A **motion** was made by Alderman Paul Conner, seconded by Alderman Kent Painter to recess the meeting until June 16, 2026, at 6:00 p.m. The motion was unanimously carried.

Respectfully Submitted,

Mayor McKinley D. Smith

Attest: Isaura Flores, Town Clerk