

## **Town Hall**

Town hall will be open for normal operations, however, we are recommending all Town Hall business be conducted via phone, email, fax, or other virtual means to the greatest extent possible. We will be adhering to social distancing protocols and recommending the wearing of face coverings to those entering our facilities.

We can be reached at **910-201-8001**; contact info for specific departments is included below.

## **Utility and Tax Payments**

The Town is strongly encouraging “social distancing” so please make your utility payment, or tax payment online via the Town Website at [www.oakislandnc.com](http://www.oakislandnc.com). If you wish to pay by check, please mail it, or put it in the drop box located in the gravel parking lot at SE 47<sup>th</sup> Street, Oak Island, NC 28465. (next to basketball courts, drop box is near the US Post Office box)

New water/sewer service applications for tenants or owners should be placed in the drop box, emailed or faxed. If you are a tenant, you can pay your deposit by putting your check in the drop box located on SE 47th St. with your application. If you need to pay with a credit card you can do so by calling 910-201-8009. You can find the application online at [https://www.oakislandnc.com/wp-content/uploads/2019/05/UtilitiesApplication\\_052119.pdf](https://www.oakislandnc.com/wp-content/uploads/2019/05/UtilitiesApplication_052119.pdf).

Email completed applications for new service to [cgaddy@ci.oak-island.nc.us](mailto:cgaddy@ci.oak-island.nc.us), [kgordon@ci.oak-island.nc.us](mailto:kgordon@ci.oak-island.nc.us), or [slefauve@ci.oak-island.nc.us](mailto:slefauve@ci.oak-island.nc.us), or fax the application to 910-278-1711.

We will continue to monitor guidance from public health agencies and provide updates on this policy moving forward.

**We are strongly discouraging the use of cash at this time** — please see online payment options at [www.oakislandnc.com](http://www.oakislandnc.com) for tax and utility payments. You may also mail your payments to 4601 E. Oak Island Dr., Oak Island, NC 28465 or use the outdoor drop box. The drop box is checked frequently throughout the day.

## **Meetings**

The meetings of all appointed Town advisory boards and committees will be modified and/or canceled to reduce vulnerability of people and property of the Town of Oak Island. Town staff will be in contact with these groups to outline meeting procedures going forward and will make that information public. Meetings of groups not affiliated with government operations are not permitted in Town buildings until further notice.

The next scheduled meeting for the Town Council is July 14, 2020 at 6pm. The meeting will be open to public “in person” attendance in accordance with Governor’s Order. The Meeting will be livestreamed on the Town’s website, [www.oakislandnc.com](http://www.oakislandnc.com) and Local Channel 8. Public Comments will be accepted prior to meeting, up until noon on the day of the meeting, via email to [lsites@ci.oak-island.nc.us](mailto:lsites@ci.oak-island.nc.us).

### **Building Inspections**

The Building Inspections Department is open. However, Town staff requests that you submit your permit applications through either email at [permits@ci.oak-island.nc.us](mailto:permits@ci.oak-island.nc.us), fax (910-278-1811), Town Hall drop box located on SE 47th St. in the gravel parking lot by the basketball court, or other mail services. Permit applications can be found on the Town website at:

<https://www.oakislandnc.com/departments/development-services/forms/>

Once your permit application has been approved, you will be contacted by Town staff notifying you of the approval, the amount owed and the payment process; credit card payments will be made available.

### **Police and Fire Departments**

The Police Department and Fire Stations are open. However, Town staff requests all non-emergency business be conducted via phone, email, or other virtual means to the greatest extent possible.

If you have an emergency and need Police/Fire/EMS to respond to your home, call 911.

If you have business with the Police Department and need to contact someone there, please call 910-278-5595 (Monday through Saturday, 8 a.m. to 4:30 p.m.), or email [okipolice@ci.oak-island.nc.us](mailto:okipolice@ci.oak-island.nc.us) . If you have an emergency and need police to respond to your home, call 911.

If you have business with the Fire Department and need to contact someone there, please call 910-278-1000 (Monday to Friday 8 a.m. to 4:30 p.m.), fax 910-278-1015 or email [okifire@ci.oak-island.nc.us](mailto:okifire@ci.oak-island.nc.us). If you have an emergency and need fire to respond to your home, call 911.

### **Park and Recreation Department**

Effective Monday, March 16, the Town suspended Town-sponsored activities, including all activities and programs at Rec Center and the Community Center; the Community Center and public restroom facilities are still closed to the public. All Parks are open (no restrooms available), though everyone is encouraged to practice

“social distancing” as recommended by the CDC. For all Recreation Department/Community Center questions please call 910-278-5518 or email [rsquires@ci.oak-island.nc.us](mailto:rsquires@ci.oak-island.nc.us)

### **Pier and 801 Ocean Event Center**

The Oak Island Pier and the Pier House are open at this time. Hours of operation may be found on the website, [www.okipier.com](http://www.okipier.com) or on Facebook, @VisitOKIPier. Everyone is encouraged to practice “social distancing” as recommended by the CDC, and gatherings must meet the allowances in the Governor’s Executive Order. The contact information for the Pier and 801 Ocean is [801oceanoki@ci.oak-island.nc.us](mailto:801oceanoki@ci.oak-island.nc.us) or 910-523-8166.

### **Public Services (Water Maintenance, Sewer, Public Works and Stormwater)**

Public Services will be open for normal business. If you need to report a leak or a problem in town, or want to check on progress of a repair or project, please email or call. Contact information is provided below. Normal hours of operation for this department are 8 a.m. to 4:30 p.m. Monday through Friday.

#### Water and Sewer:

Kim Nix  
[knix@ci.oak-island.nc.us](mailto:knix@ci.oak-island.nc.us)  
Phone: 910-201-8007  
Fax: 910-278-7438

#### Public Works:

Kennette Tower  
[ktower@ci.oak-island.nc.us](mailto:ktower@ci.oak-island.nc.us)  
Phone: 910-201-8083  
Fax: 910-278-9558