

# Board of Commissioners

Tuesday, April 11, 2023

Board of Commissioners Meeting  
Tuesday, April 11, 2023 - 6:00 PM  
2nd Tuesday of each month  
7500 Emerald Drive  
Emerald Isle, NC 28594

1. Call to Order

Jason Holland, Mayor

2. Roll Call

Sarah Diehl, Town Clerk

3. Opening Prayer

4. Pledge of Allegiance

Jason Holland, Mayor

5. Adoption of Agenda

Board of Commissioners

6. Proclamations

3

Jason Holland, Mayor

a. Proclamation Recognizing Devlyne Gilmore and Tyron Gilmore

7. Introduction of New Employee(s)

Jason Holland, Mayor

a. Summer Acfalle- Police Permit Technician

b. Mark Crews- Public Information Officer

8. Public Service Announcements

Jason Holland, Mayor

a. Parks and Recreation Department Video

Candace Dooley, P&R Dir.

1. Tennis Court Rehab

a. Resurfacing of Courts

b. Restriping to include 5 Pickleball courts

c. Fence Replacement (Complete)

2. Community Center Repairs

a. HVAC (install is pending)

b. Painting

3. Howe St. Public Beach Access Replacement

- b. 2023 Beach Safety Update  
Billy Matthias, ORC/ Deputy Fire Chief
- c. Progressive Goals Update (2023-2025)  
Matt Zapp, Town Manager
- d. Pack It In/ Pack It Out  
Matt Zapp, Town Manager
- 9. Public Comment - Limited to three minutes per person
- 10. Consent Agenda  
Matt Zapp, Town Manager
- a. March 14, 2023 Regular Meeting Minutes
- b. Authorize Audit Services Contract Extension
- c. Approve Amendment to Onslow Grading & Paving, Inc. Contract
- d. Budget Amendment- General Fund
- e. Budget & CPO Amendment
- 11. Emerald Isle Health Insurance Presentation  
Michelle Endicott, Medcost
- 12. Appointments- Planning Board  
Jason Holland, Mayor
- 13. FEMA : Preliminary Revised FIRM Panel  
Michelle Eitner, Planning Director
- 14. Comments from Town Clerk, Town Attorney and Town Manager
- 15. Comments from Board of Commissioners and Mayor
- 16. Adjourn

**TOWN OF EMERALD ISLE  
Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: 11-Apr-23

Agenda Item #: 6

**ITEM TO BE CONSIDERED**

Title: Proclamations

**Brief Summary:**

During the NCDOT's Bridge Construction at Emerald Isle, two of the construction contractors, Devlyne and Tyron Gilmore (brothers) kept passerby in good spirits and residents looked forward to seeing them. The Town of Emerald Isle appreciates the Gilmore Brothers and their spirit.

**Suggested Motion:**

No formal action required.

**BACKGROUND**

**Originating Department / Individual:**

Jason Holland, Mayor



**Attachments:**

- 1 Proclamation
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_

**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

**TOWN OF EMERALD ISLE  
Board of Commissioners**

**AGENDA ITEM COVER SHEET**

Meeting Date: 11-Apr-23

Agenda Item #: 7

**ITEM TO BE CONSIDERED**

**Title:** Recognition and Introduction of New Employee

**Brief Summary:**

Town Manager Matt Zapp, Police Chief Panzarella will introduce one new full-time hire to the Police Department.

Summer Acfalle has been hired as a Permit Technician.

Town Manager Matt Zapp will introduce one new full-time hire to the Administration Department.

Mark Crews has been hired to fill the Public Information Officer Role.

**Suggested Motion:**

**BACKGROUND**

**Originating Department / Individual:**

Matt Zapp, Town Manager \_\_\_\_\_

Mike Panzarella, Police Chief \_\_\_\_\_

**Attachments:**

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

















































