

1
2
3 **MINUTES OF THE REGULAR SCHEDULED MEETING**
4 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**
5 **TUESDAY, MARCH 8, 2022 – 6:00 P.M.**
6 **TOWN BOARD MEETING ROOM**
7
8

9 **1. Call to Order**

10
11 The regular monthly meeting of the Emerald Isle Board of Commissioners was called to order by
12 Mayor Jason Holland at 6:00 p.m. in the Town Board Meeting Room.
13

14 **2. Roll Call**

15
16 Present for the meeting: Mayor Jason Holland, Mayor Pro-Tem Floyd Messer, Commissioners
17 Mark Taylor, Steve Finch, Candace Dooley and Jamie Vogel.
18

19 Also, present during the regular meeting: Town Manager Matt Zapp, Town Attorney Richard
20 Stanley, Town Clerk/PIO Anna Smith, Finance Director Laura Rotchford, Chief of Police
21 Michael Panzarella, Fire Chief Bill Walker, and HR Director Sarah Diehl.
22

23 **3. Moment of Silence**

24
25 Mayor Holland held a moment of silence for the victims of the Drum Inlet Plane Crash on
26 February 13, that claimed eight lives, six of which lived in Carteret County.
27

28 He also offered a moment of silence for Emerald Isle Ret. Police Capt. Paul Cheshire, who
29 passed away on February 10.
30

31 **4. Opening Prayer**

32
33
34 Paul Ortiz, pastor of Island Church of Emerald Isle, offered the opening prayer.
35

36 **5. Pledge of Allegiance**

37
38 Mayor Holland led the Pledge of Allegiance.
39

40 **6. Adoption of Agenda**

41
42 *Motion was made by Mayor Pro-Tem Messer to adopt the agenda. The Board voted*
43 *unanimously 5-0 in favor. Motion carried.*
44

45 **7. Proclamations / Public Announcements**

46

1 Mayor Holland read a list of upcoming Town events, including the 30th annual St. Patrick's
2 Festival, armband amusement ride night, Story Time-Pre-K Play, Golf Cart Advisory Committee
3 Meeting, Coffee with a Cop, the Planning Board meeting, Police Educating the Public,
4 Neighborhood Watch Board Meeting and the upcoming regular Board of Commissioners
5 Meeting.
6

7 **8. Introduction of New Town Employees**

8

9 Fire Chief Bill Walker virtually introduced two new full-time employees in the Emerald Isle Fire
10 Department. Nick Blount and Grant Emde both joined the department in February.
11

13 **9. Public Comment**

14

15
16 The public will have the opportunity to address the Board about any items of concern not on the agenda. The Mayor
17 and Board welcome and appreciate all comments from the public, and will take these comments into consideration
18 as they make decisions on Town issues and provide direction to Town staff. Public comment is a time for the Board
19 to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question and answer
20 session.
21

22 The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other
23 mutually agreeable time to discuss Town issues and answer any questions.

24
25 There were no public comments in person, and zero comments submitted in advance.
26

27 *Due to Covid-19 safety protocols in place, the public had the opportunity to submit public*
28 *comment in advance.*
29

30 **10. Consent Agenda**

- 31 1. General Fund Budget Amendment
- 32 2. Public Records Policy Update
- 33 3. Authorize Audit Services Contract Extension
- 34 4. February 8, 2022 Regular Meeting Minutes
- 35 5. Highway 58 Uplighting
- 36 6. Sale of Surplus Property
- 37 7. SRO Funding at White Oak Elementary
- 38 8. EOC Contract Renewal
- 39 9. Update to Itinerant and Satellite Merchant Ordinance
- 40

41
42 ***Motion was made by Commissioner Finch to approve the items on the Consent Agenda. The***
43 ***Board voted unanimously 5-0 in favor. Motion carried.***

1 **Clerks Note: Consent agenda items as noted above are incorporated herein by reference and hereby made a part of these**
2 **minutes.**

3
4 **11. Planning Board Re-appointments**

5
6 Town Manager Matt Zapp spoke on behalf of Town Planner Josh Edmondson to introduce the
7 re-appointment of three Planning Board members, Chad MacAvery, Athan Parker and Malcolm
8 Boartfield.

9 There was no discussion by the Board.

10

11 ***Motion was made by Commissioner Taylor to re-appoint Chad MacAvery, Athan Parker and***
12 ***Malcolm Boartfield to the Planning Board for terms that expire in March 2024. The Board***
13 ***voted unanimously 5-0 in favor. Motion carried.***

14 **12. Widening of Louise Avenue**

15 Town Manager Zapp said the Town has an opportunity to do a roadway improvement on Louise
16 Avenue, between Boardwalk and Islander drives. With the major improvements that occurred at
17 Village West, adjacent to the Western Ocean Regional Access area, they would like to make the
18 road 25 feet wide, by adding three feet on one side and two feet on the other.

19 He said funds are currently available and the contractor, Thomas Simpson Construction, can
20 have the project complete by Easter, weather permitting. HE asked fo rhte Board’s concurrence
21 to make this happen.

22

23 Commissioner Vogel asked if there is a sidewalk in this area, and Town Manager Zapp
24 confirmed it is on the north side of Louise Avenue, by the RV park. This project would bring the
25 roadway closer to the sidewalk as anticipated. He said there would eb crosswalks at the proper
26 locations to allow pedestrians to safely traverse the area.

27

28 ***Motion was made by Commissioner Vogel to approve widening Louise Avenue for pedestrian***
29 ***and vehicular safety, authorizing the Town Manager to contract with Thomas Simpson***
30 ***Construction. The Board voted unanimously 5-0 in favor. Motion carried.***

31

32 **13. Approval of NC Wildlife Boat Ramp Dredging Bid**

33

34 Town Manager Zapp said the Town solicited bids for the NC Wildlife Boat Ramp Dredging
35 Project, and didn’t get the required amount of bids by the original deadline of March 4, 2022.
36 He re-iterated the project is completely State funded, but the Town has been tasked with

1 soliciting bids for it.

2

3 After the Town did not receive at least three bids for the project, it re-advertised for bids and
4 they will be collected through 10 a.m. on March 14, 2022. He said if one or more bidders, then
5 the Town can open the bids, and the board should hold a special meeting to approve the contract.

6

7 Following some discussion from the board, it was decided a special meeting will be held on
8 March 14 at 6 p.m.

9

10 *No formal action was taken by the board.*

11

12

13 **14. Approval of FEMA 428 Funds**

14

15 Town Manager Zapp said this topic has been discussed multiple times in the past with the public,
16 but they wanted to bring it forward again. He explained the Carteret County Beach Commission
17 and local municipalities worked together to jointly bid the three-phase Florence Renourishment
18 Beach Project that took place 2019-2021. By bidding collectively, there was an aggregate
19 savings for all the involved communities. Emerald Isle saved \$9,827,948.

20

21 Zapp and the Finance Department worked with staff and the board to compile a list of 17
22 projects for the Town that would best benefit Emerald Isle moving forward.

23

24 *The list of projects and price points is attached and therefore incorporated into these minutes.*

25

26 He noted the big item was the rehab of Fire Station No. 2. Originally this project had a
27 placeholder of \$400,000. It was then increased to \$850,000. After talking with the architect and
28 design team, he said the new estimate is \$3,060,745 to resituate, expand and rebuild Station 2.

29

30 He said these projects are the best use of non-local tax money to protect our \$3.2 Billion of
31 infrastructure in Emerald Isle and the countless number of lives here.

32

33 He said the 17 grant applications are in the queue to be distributed by the end of this week, with
34 the board's permission. Zapp said it would be no less than six months until they hear back if the
35 funding has been approved, but will likely be between 12-18 months for projects with an
36 environmental impact.

37

38 Mayor Pro-Tem Messer said the list is "absolutely fantastic," and Commissioner Dooley agreed.

39

40 Mayor Holland thanked Town Manager Zapp and the Town staff for compiling this list and
41 making it easy to digest.

42

1 *Motion was made by Commissioner Finch to approve the grant application under the FEMA*
2 *428 Public Assistance Program for the attached project listing. The Board voted unanimously*
3 *5-0 in favor. Motion carried.*

4
5 **15. Comments from Town Clerk, Town Attorney and Town Manager**

6
7 Town Clerk/PIO Smith said the Town's new website will be ready to reveal to the public in early
8 April and encouraged the Board to stay tuned.

9
10 Town Attorney Richard Stanley said it was good to be at the meeting without a mask.

11
12 Town Manager Zapp said we can't predict Mother Nature for the 30th Annual Emerald Isle St.
13 Patrick's Day Festival on Saturday, but we are planning for a good time and re-entry to Emerald
14 Isle. HE encouraged the public to come out and support the public. He also promoted the golf
15 cart raffle with the Town's Golf Cart Advisory Committee and the Emerald Isle Business
16 Association. The golf cart will come from John's Golf Carts.

17
18 Commissioner Vogel said the public can now purchase these tickets online.

19
20
21
22 **16. Comments from the Board of Commissioners and Mayor**

23
24 Commissioner Taylor thanked the Emerald Isle Business Association and Town staff for getting
25 the festival up and running again. He added that as more people are coming into Emerald Isle
26 again, it is important to keep the Town clean. He said the Police Department is giving away free
27 pet disposal bag units and the public can stop by the Police Department to pick one up.

28
29 Commissioner Finch thanked Mayor Holland, Commissioner Vogel and other volunteers for a
30 job well done aiding with a spaghetti dinner that benefitted the families of those lost in the plane
31 crash Down East on February 13.

32
33 Mayor Pro-Tem Messer said commissioners Taylor and Finch said what he wanted to, so he
34 would defer his comments.

35
36 Commissioner Dooley said our hearts are with the families Down East and also breaking for the
37 loss of Paul Cheshire on staff. She commented HR Director Sarah Diehl for running the board
38 room technology during the meeting.

39
40 Mayor Pro-Tem Messer then stated the board was all wearing blue and gold colors in honor of
41 the four boys from East Carteret whose lives were lost in the plane crash. He also noted these are
42

1 the Ukrainian colors.

2

3 Commissioner Vogel said everyone is looking forward to a fun time at the festival on Saturday,
4 and it will be held rain or shine. She added she is “never surprised, but always amazed” at how
5 the community shows up to help others and said the spaghetti dinner raised almost \$10,000 to
6 benefit those families. She thanked Ashley and Red at Gaffers for their role in the fundraiser
7 dinner.

8

9 Mayor Holland echoed the rest of the board, and added his gratitude for the Gaffers staff who
10 made the fundraiser dinner possible. He said the event was a testament of the entire community
11 and a stark reminder that we all deal with problems, but should be grateful for every day we
12 have.

13

14 **17. Adjourn**

15

16 ***Motion was made by Mayor Pro-Tem Messer to adjourn the meeting. The Board voted***
17 ***unanimously 5-0 in favor. Motion carried.***

18

19 The meeting adjourned at 6:30 p.m.

20

21 Respectfully Submitted:

22

23 Anna Smith

24 Town Clerk

25

26