

1
2
3 **MINUTES OF THE SEPTEMBER 13, 2022 MEETING**
4 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**
5 **TUESDAY, SEPTEMBER 13, 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, Finance Director Laura Rotchford, Town Clerk Anna Smith, Planning Director
21 Michelle Eitner, Ocean Rescue Coordinator William Matthias, Officer George Blalock, Public
22 Works Director Artie Dunn, Interim Public Works Director Joe Smith, and Interim Assistant
23 Public Works Director Chad Strawser.
24

25 **3. Opening Prayer**

26
27 Paul Ortiz, Pastor of Island Church in Emerald Isle, offered the opening prayer.
28

29 **4. Pledge of Allegiance**

30
31 Mayor Holland led the Pledge of Allegiance.
32

33 **5. Adoption of Agenda**

34
35 *Motion was made by Mayor Pro-Tem Messer to adopt the agenda. The Board voted*
36 *unanimously 5-0 in favor. Motion carried.*
37

38 **6. Employment Retirement Recognition – Artie Dunn, Public Works Director**

39
40 Outgoing Public Works Director Artie Dunn was recognized by Mayor Holland and Town
41 Manager Zapp. Dunn will retire on September 30, 2022, after more than 31 years of working for
42 the Town’s Public Works Department.
43

44 He was presented with a retirement plaque, and a proclamation marking his retirement date as
45 John “Artie” Dunn Day in Emerald Isle.
46

1 A public retirement reception was held in his honor for one hour prior to the Board meeting.

2
3 **7. Proclamations/Public Announcements**

4
5 Mayor Holland read a list of upcoming Town events.

6
7 Mayor Holland presented a proclamation for NFPA (National Fire Protection Association) Fire
8 Prevention Week October 9 – 15, 2022. He then presented it to Chief William Matthias, Ocean
9 Rescue Coordinator with the Emerald Isle Fire Department.

10
11 **8. New Employee Introductions**

12
13 Chief Matthias virtually introduced two new fulltime employees with the Emerald Isle Fire
14 Department. Cassidy Childree is a firefighter and Will Coffey is an engineer.

15
16 **9. Public Comment**

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

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

26
27 Rena Popp, of 10217 Corree Cove Drive, said she would like to discuss the rat issue throughout
28 town. She said people have complained about seeing rats at various rental houses, and a lot of
29 public discussion about it on Facebook. She asked the Board if there is a plan to address the
30 problem.

31
32 Mayor Holland said she is welcome to reach out to him to discuss it further, to see if there is a
33 solution.

34
35 Irv Monclova spoke about Ed Roach, who recently passed away. Mr. Roach was a founding
36 member of the Emerald Isle Neighborhood Watch. He requested the Board observe a minute of
37 silence in Mr. Roach's memory. Mayor Holland used the remaining minute left of Mr.
38 Monclova's time to honor this request.

39
40 Bil Gburek, of 11208 Inlet Drive, said he was there to represent a group of neighbors in the Inlet
41 Drive vehicle access ramp area. He said they were surprised to see the change in vehicle and
42 pedestrian traffic, and asked why there was a sudden concern with trespassing. He added the new
43 traffic route is not big enough to allow two vehicles to pass by each other. He asked what is

1 going on behind the scenes to necessitate this change. Mayor Holland requested his contact
2 information to discuss the issue with him further outside of the meeting.
3

4 **10. Consent Agenda**

- 5 1. Beach Safety – Holes on Beach
 - 6 2. Approve Contract with Summit Engineering – Lands End Infiltration System
 - 7 3. August 9, 2022 Regular Meeting Minutes
- 8

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

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

13
14 **11. Recognition of Beach Safety Partnerships**

15
16 Town Clerk/Public Information Officer Anna Smith gave a brief presentation on various
17 community partners who helped spread beach safety messaging in 2022. This included area
18 restaurants and businesses who displayed the table toppers with beach warning flags and rip
19 current safety information; businesses who distributed beach safety QR code stickers with to-go
20 cups and containers; the Islander Hotel & Resort for putting beach safety QR code stickers on
21 room keys; and four area businesses who ran the joint Bogue Banks Beach Safety videos at their
22 establishments.

23 Following her presentation, Town Manager Zapp reiterated we are seeking additional community
24 partners to partner for the 2023 season.

25
26 Mayor Holland said it takes a village to get information out and thanked all who assisted with
27 this.

28 No formal action was taken.

29 **12. Certificate of Achievement for Excellence in Financial Reporting**

30 Town Manager Zapp noted this is the eight year in a row the Town has received the Certificate
31 of Achievement for Excellence in Financial Reporting, and noted it is for the Fiscal Year that
32 ended in June. He said this is a “marathon award, not a sprint award,” and thanked Finance
33 Director Laura Rotchford and her team for their hard work.

34 Mayor Pro-Tem Messer noted Laura works long and hard days and his appreciation for all she
35 does.

36 Mayor Holland said to receive this award once is an accomplish, but eight times is wonderful. He
37 added he is extremely grateful for her, and the Town runs a whole lot smoother because of her
38 hard work.

1 No formal action was taken.

2

3 **13. Town Event Banners on Light Poles**

4

5 Commissioner Mark Taylor led a discussion on putting banners on the Town's light poles for
6 Town-specific events, such as the Beach Music Festival, Marathon, St. Patrick's Festival and
7 Fishing Tournament.

8

9 Mayor Pro-Tem Messer asked who pays for the events, and Commissioner Taylor said the event
10 itself. Town staff will be responsible to put up and take down the banners.

11

12 Commissioner Vogel said as a marketer and someone who works hard for the St. Patrick's
13 Festival each year, she thinks it would be great to support this initiative.

14

15 Commissioner Finch thanked Town Manager Zapp for the banners that go up on the Town's
16 light poles and said it looks good. He added that he believed Commissioner Taylor's idea will
17 offset it and advertise other events, which will be a good thing.

18

19 *Motion was made by Commissioner Taylor to permit Town events to use up to max of every*
20 *other light pole to promote their event. If there are two or more events with similar dates, then*
21 *the remaining light flag poles will be used for the other event. For example: event 1, pole 1;*
22 *event 2, pole 2; event 1, pole 3; event 2, pole 4; and so on. NO more than two events in a 60-*
23 *day period. Once the event is approved by the BOC it will continue yearly until the BOC*
24 *removes this approval with one-year advanced written notice to the event leadership. All*
25 *design decisions and cost of each flag will be made and paid by the event. The event must get*
26 *approval by the BOC of the flag design each year, unless no change is made form the previous*
27 *year. The Town at no cost to the event will install no later than 60 days before the event and*
28 *remove 15 days or less after the event. All flags will be returned to the event leadership. The*
29 *Board voted unanimously 5-0 in favor. Motion carried.*

30

31 **14. Accept Resignation of Town Attorney Richard Stanley**

32

33 Mayor Holland said Town Attorney Richard Stanley informed Town Manager Zapp he plans to
34 retire in December, and will step down as the Town's attorney at this time. The board is asked to
35 grant approval and start seeking a new attorney.

36

37 Mayor Holland thanked Stanley for his 42 years of service to the Town and said his only regret is
38 he didn't personally get to work with him for longer.

1 Each board member had a brief message for Stanley and thanked him for his hard for the Town
2 over the decades.

3

4 *Motion was made by Commissioner Finch to approve the resignation of Town Attorney*
5 *Richard Stanley. The Board voted unanimously 5-0 in favor. Motion carried.*

6

7 **15. Commnts from Town Clerk, Town Attorney and Town Manager**

8

9 Town Clerk/Public Information Officer Anna Smith congratulated Artie Dunn on his retirement.

10 Town Attorney Stanley declined to comment.

11 Town Manager Zapp said nothing happened in the Town regarding beach driving, but private
12 parties who own the property around The Point access ramp contacted the Town and said beach
13 drivers were illegally crossing their property and trespassing. Staff was asked to mark it off and
14 worked in tandem with the shore bird preservation group. He reiterated the change was made to
15 protect private property and shore birds.

16

17 A video was played in which Chief of Police Michael Panzarella highlighted the beach driving
18 season and the updated vehicular and pedestrian traffic pattern at The Point.

19

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

21

22 Commissioner Taylor said it has been great working with both Artie Dunn and Richard Stanley
23 over the years. He said they have helped make Emerald Isle what it is today. He also encouraged
24 everyone to participate in the Emerald Isle Fishing Tournament or the Captains Party. He said
25 the tournament was lucky enough to be able to award six scholarships this year.

26

27 Commissioner Finch congratulated Artie Dunn once again on his retirement, and said they look
28 forward to having him return in the future to work part-time. He welcomed Cassidy and Will
29 with the Emerald Isle Fire Department. He also congratulated Laura Rotchford on her financial
30 aware. Finally, he thanked Stanley again for his years of service and said he will be missed.

31

32 Mayor Pro-Tem Messer wished Commissioner Taylor a successful fishing tournament. He also
33 thanked Stanley for his years of service, and congratulated Dunn on his retirement. He once
34 again recognized Rotchford for her award.

36 Commissioner Vogel said she will mirror many of the comments made, and said congratulations
37 to Stanley and Dunn. She also highlighted the Day4Kids that was held the week prior, and
38 recognized Emerald Isle Parks & Recreation for doing a great job with it. She also noted the
39 September 11 walk throughout town and thanked Chief Panzarella and others who joined them

1 for an “emotional, but wonderful morning.” She concluded by recognizing that Public Works has
2 filled more than 40 large holes on the beach strand in the past month.
3

4 Commissioner Normile reiterated the comments made by his fellow Board members. He added
5 that the Fire Responder rate time for the Town has been 40 seconds faster in the Fire Department
6 in the past month, and thanked the EIFD members for their hard work. He wrapped up his
7 comment time by recognizing Michelle Eitner and Jeff Hall in the Planning Department for
8 their hard work and for sticking to protocols that have not always been followed by previously
9 employees. He congratulated Town Manager Zapp for these two strong hires this year.

10
11 Mayor Holland once again commended Laura Rotchford for her hard work, and said it is beyond
12 exceptional. He also thanked Artie and Richard for 73+ years of combined service to the Town,
13 and said hopefully current employees will see what it is like to truly dedicate your service to the
14 Town. He concluded his comments by noting the son of a part-time Parks and Recreation
15 employee was recently in a very bad incident abroad while on vacation and has a long recovery
16 ahead. He said he is praying for the family and encouraged others to support them during this
17 time.

18
19 **17. Adjourn**

20
21 ***Motion was made by Mayor Pro-Tem Messer to adjourn the meeting. The Board voted***
22 ***unanimously 5-0 in favor. Motion carried.***

23
24 The meeting adjourned at 6:56 p.m.

25
26 Respectfully Submitted:

27
28 Anna Smith
29 Town Clerk