

Board of Commissioners

Tuesday, October 8, 2024

Board of Commissioners Meeting
Tuesday, October 8, 2024 - 6:00 PM
2nd Tuesday of each month
7500 Emerald Drive
Emerald Isle, NC 28594

1. Call to Order *Mayor Holland*
Mayor Jason Holland
2. Roll Call *Holland, Taylor, Brownlow, Sawyer, Sanderson, Wooten*
Town Clerk Jennifer Welborn
3. Opening Prayer *Mayor Holland*
Mayor Jason Holland
4. Pledge of Allegiance *Mayor Holland*
Mayor Jason Holland
5. Public Comment - Limited to three minutes per person *2 Public Comments*
6. We Heard You: Follow-Ups to Prior Public Comments *Mayor Holland*
Mayor Jason Holland
7. Adoption of Agenda (*Approved 5-0*)
Board of Commissioners
8. Proclamations / Public Announcements
 - a. Moment of Silence for James "Bubba" David Thomas, Sr.
Mayor Jason Holland
 - b. New Full-time Employee - Tony Sermarini
Town Manager Matt Zapp
 - c. Recent Storm Damage from PTC #8
Moffatt & Nichol, Town Manager Matt Zapp
9. Consent Agenda (*Approved 5-0*)
Board of Commissioners
 - a. General Fund Budget Amendment for Gym Floors
 - b. September 10, 2024 Regular BOC Meeting Minutes
10. Emerald Isle Marathon Donation Update (*Approved 5-0 to donate 25% of Bike Path proceeds to Western North Carolina Hurricane Helene relief efforts*)
Parks & Rec Director Candace Dooley
11. Consideration of Contract for On Call Engineering Services (*Approved 4-0, Brownlow*)

recused)

Planning Director Chris Seaberg

12. Review of Huston Subdivision Application (*Approved 5-0*)

Planning Director Chris Seaberg

13. Recommendation for Design and Build of Fire Station 2 by Tarheel Builders (*Approved 5-0*)

Fire Chief Billy Matthias

a. Ocean Rescue Vehicles (*Approved 5-0*)

Fire Chief Billy Matthias

14. Stormwater Mitigation Improvements (*Approved 5-0 to authorize purchase of 2 ramps*)

Public Works Director Joe Smith, Town Manager Matt Zapp

15. Procedures Pertaining to Legal Counsel (*Approved 3-2, Two Commissioners must seek Mayor approval, then Manager input, prior to contacting Town legal counsel*)

Board of Commissioners

16. Comments from Town Clerk, Town Attorney and Town Manager (*Stormwater project at 5002/5004 Bogue Sound Court Approved 4-0, Brownlow recused*)

17. Comments from Board of Commissioners and Mayor

18. Closed Session Pursuant to § 143-318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

Mayor Jason Holland

19. Adjourn

**NOTE: These are not official or draft minutes.
Official minutes will be produced, reviewed, and approved
at the next open public Board of Commissioners meeting.**

MEETING RECAP:

During the Emerald Isle Board of Commissioners meeting on October 8, 2024, the following actions were taken.

NOTE: Official minutes will be produced, reviewed, and approved at the next open public BOC meeting.

- Public Comment was held with two commenters.
- A video played showing public announcements and Town happenings.
- A moment of silence was taken to honor James "Bubba" David Thomas, Sr. who passed away on September 25, 2024. He worked for the Town of Emerald Isle's longtime contractor, Simmons and Simmons and was an integral part of Town operations.
- Tony Sermarini was welcomed to the new full-time Administrative Assistant position.
- Nicole Vanderbeke from Moffat & Nichol presented findings regarding sand loss along our beach strand due to Potential Tropical Cyclone #8, which hit Emerald Isle in September.
- The Board unanimously approved the Consent Agenda.
- The Board unanimously voted to donate 25% of the funds raised by the Emerald Isle Marathon, Half Marathon and 5K to the Community Foundation of Western North Carolina's Emergency and Disaster Response Fund in the wake of Hurricane Helene.
- The Board voted 4-0 to enter into a contract with Stroud Engineering, PA for On Call Engineering Services for the Planning Department after Legal Staff has reviewed and approved the contract. Commissioner Brownlow recused himself from the vote due to personal relationships.
- The Board unanimously voted to approve the Huston Subdivision application, which subdivides one parcel located at 205 13th St. into 2 parcels, as recommended by the Emerald Isle Planning Board.
- The Board unanimously voted to enter into a contract with Tarheel Builders to design and build Fire Station #2.

- The Board unanimously voted to authorize Town staff to move forward with the sale of four older Ocean Rescue Jeeps and cost-savings replacement with Tacoma trucks.
- The Board unanimously voted to approve the purchase of two road ramps to aid in Town efforts during stormwater pumping.
- The Board voted 4-0 to approve a stormwater project at 5002/5004 Bogue Sound Court. Commissioner Brownlow recused himself from the vote due to professional relationships.
- The Board voted 3-2 on new Rules of Procedure for contacting legal counsel.
- The Board unanimously voted to enter into a Closed Session Pursuant to § 143-318.11(a)(6) at 7:55 PM.