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3 **MINUTES OF THE REGULAR SCHEDULED MEETING**  
4 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**  
5 **TUESDAY, JANUARY 10, 2023 – 6:00 P.M.**  
6 **TOWN BOARD MEETING ROOM**  
7

8  
9 **1. Call to Order**

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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, Jamie Vogel and Jim Normile.  
18

19 Also, present during the regular meeting: Town Manager Matt Zapp, Town Attorney Norwood  
20 Blanchard, Town Clerk Anna Smith, Finance Director Laura Rotchford, Parks and Recreation  
21 Director Candace Dooley, Fire Chief Bill Walker, and Chief of Police Michael Panzarella .  
22

23 Town Attorney Norwood Blanchard participated remotely.  
24

25 At the request of resident Irv Monclova, Mayor Holland held a moment of silence was held for  
26 Jay Thomas, a founding member of Emerald Isle Neighborhood Watch. Mr. Thomas passed  
27 away on December 21, 2022.  
28

29 **3. Opening Prayer**

30  
31 Pastor Freddie Braswell with Emerald Isle Baptist Church offered the Opening Prayer.  
32

33 **4. Pledge of Allegiance**

34  
35 Mayor Holland led the Pledge of Allegiance.  
36

37 **5. Adoption of Agenda**

38  
39 ***Motion was made by Commissioner Messer to adopt the Agenda. The Board voted***  
40 ***unanimously 5-0 in favor. Motion carried.***  
41

42 **6. Proclamations / Public Announcements**  
43

1 Mayor Holland ran through a list of announcements and upcoming events over the next month  
2 through the Town.

3  
4 Mayor Holland recognized Paul Schwartz and presented him with a certificate of appreciation.  
5 Mr. Schwartz has been an instrumental member of the Planning Board since 2015, and has  
6 recently submitted his resignation.

7  
8 Mr. Schwartz said he really appreciated the opportunity to serve and he felt it was important.  
9 He thanked the board.

10  
11 **7. Recognition of Retired Rep. Pat McElraft**

12  
13 Mayor Holland introduced Retired State House Representative McElraft. He said she served  
14 three terms as an Emerald Isle Commissioner from 1999-2005, a partial term with the Carteret  
15 County Board of Commissioners from 2005-2006, and then served at the State level from 2006-  
16 2022. She opted not to seek re-election in Fall of 2022. She served 16 years in the house, and  
17 that it was this date 23 years prior she started her service as a Town Commissioner.

18  
19 He gave her a retirement plaque, and a proclamation that designated January 10, 2023, as Pat  
20 McElraft Day in Emerald Isle. She received a standing ovation from the room.

21  
22 Rep. McElraft thanked the board and all the citizens in the board, including former  
23 Commissioner John Wootten, whom she served alongside on the Town Board. She said we live  
24 in the best town of all of Carteret County and NC. She loved serving, but is happy to be back in  
25 Emerald Isle. She also recalled the late Sen. Jean Preston, who passed away ten years ago on  
26 this date. She credited her with convincing her to run for the Town Board. She thanked  
27 everyone again for the recognition and the flowers.

28  
29 Former Mayor Ronnie Watson asked to speak about McElraft's service. He told her she has  
30 done an amazing job for the Town, county and state, and said she is wonderful. He said anytime  
31 he needed something done, he could call her and ask for help. He said Sen. Ted Budd called him  
32 today to say hellow and what an amazing person she is, and offered for her to call him anytime  
33 she needed something. He concluded by saying she his loved.

34  
35 The Board took a picture with McElraft.

36  
37 **8. Public Comment**

38  
39 Taney Browder, 7515 Sound Drive: He commended the Board on scaling back the proposed  
40 enhancements to McLean-Spell Park last month, by not including a dog park. His request  
41 tonight is to remove the exercise stations that are approved and replace them with educational  
42 placards to create a coordinated educational theme for the park. Secondly, he said in regards to

1 the UDO: A requirement in Chapter 6.3 for stormwater revisions that every site have a  
2 stormwater design done by a professional and a topographic map by a licensed survey and then  
3 inspected and certified work, and he feels this is unduly punitive. Says there isn't any size limit.  
4 He said while he is a design professional, as soon as you mandate a topographic survey and an  
5 engineer plan, you'll be adding thousands of dollars to single family homes, no matter how  
6 small they are. He noted this is for "small" houses, less than 10,000 sq ft. He said this could be a  
7 huge burden. He respectfully requested some changes could be made to this provision, similar  
8 to what was done before.

9  
10 Carol Peoples: 401 Hickory St.: She spoke on the Planning Board vacancy. She said this board is  
11 to plan and provide for the growth of the community, and she knows they have been  
12 instrumental with the UDO amendments. She said one vacancy is announced with applications  
13 due by February and there are three more terms coming up for consideration in March. She  
14 asked the public to consider applying if they do not have business or personal ties to real estate  
15 and landscaping in Emerald Isle. She said it is a very important board.

16  
17 Fiore Michael DeRogatis, 137 Fawn Dr: He said he has a rodent problem at his house, mainly  
18 due to an unkempt house and property next to him. He said he had gone to Town Hall to talk  
19 about the problem, and he understands it is not just at his house. He asked for additional  
20 advice from the Town. He does have a trapper he is using, but has not yet received a rat. He  
21 knows there are rats, because one is under the hood of his Corvette. He said he appreciates  
22 living in this town and everything is very nice. Mayor Holland said to get his contact information  
23 and he would reach out to him.

24  
25 **Brief Summary:**

26  
27 The public will have the opportunity to address the Board about any items of concern not on the agenda. The  
28 Mayor and Board welcome and appreciate all comments from the public, and will take these comments into  
29 consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time  
30 for the Board to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question  
31 and answer session.

32  
33 The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other  
34 mutually agreeable time to discuss Town issues and answer any questions.

35 There was no public comment.

36 **9. Consent Agenda**

37 1. Adopt FY 2023 Budget Calendar

38  
39 ***Motion was made by Commissioner Finch to approve the items on the Consent Agenda. The***  
40 ***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 **10. Emerald Isle Fishing Tournament Donation Presentation**

4 Commissioner Mark Taylor brought his tournament committee forward and said they started  
5 this about five years ago to raise money for scholarships and dredging. He said it is an all year  
6 long project to make this event happen.

7 He thanked everyone for the opportunity to hold this event, and noted the auction held the  
8 evening before the tournament. All funding goes to scholarships, dredging funding and money  
9 toward the Continuing Education Program for fulltime Town employees.

10 Commissioner Taylor presented a \$5,000 check to Town Manager Matt Zapp for local dredging  
11 projects. He then presented a check for \$10,000 for the Continuing Education Program. He said  
12 this is a new aspect for the Tournament and he was proud to present it.

13 He added that there will be six scholarships at \$3,000 apiece, for a total of \$18,000 that will be  
14 awarded later this year. These scholarship applications are now available at area high schools.

15 Mayor Holland said he's had a chance in recent years to the work that helps this tournament  
16 become the success it is, and thanked all the volunteers involved. He recognized this is the  
17 brainchild of Commissioner Taylor, and called for a round of applause for him.

18

19 *The Board took no formal action.*

20

21 **11. Unified Development Ordinance (UDO) Draft Review and Potential Adoption**

22

23 Planning Director Michelle Eitner presented the UDO Phase 1 updates again tonight, and noted  
24 it was reviewed at last month's meeting and one-on-one with the board members, as well as at  
25 the retreat earlier in the month.

26

27 She reviewed the text amendment process, along with the main changes to these amendments.  
28 She noted there is headway for Phase II updates to be presented later this year.

29 *Her presentation is attached.*

30

31 *There was no discussion from the Board.*

32

33 ***Motion was made by Commissioner Vogel to approve the Resolution of Consistency and***  
34 ***Ordinance Amending Chapter 6 Building Regulations and Appendix A Unified Development***

35

1 ***Ordinance. The Board voted unanimously 5-0 in favor. Motion carried unanimously.***

2  
3 **12. Boat Channel Relocation Presentation**

4  
5 Doug Huggett with Moffatt & Nichol gave a presentation on the proposed Boat Channel  
6 Relocation. The Town contracted with Moffatt & Nichol in 2022 to produce a study to  
7 determine the feasibility of relocating this channel.

8  
9 He gave an overview of the project up until this point, and said they did find  
10 pinching/narrowing of the dredge islands that could complicate the engineering of the project  
11 and said it has the potential for more frequent dredging if it is pursued.

12  
13 He also reviewed recent SAV (Submerged Aquatic Vegetation) studies, and said more will need  
14 to be done in the Spring/Summer of 2023 to look for a different variation of SAV. These studies  
15 are required by the NC Division of Marine Fisheries to assess potential impacts.

16  
17 Out of a few potential options to relocate the channel, he said Alternatives 1 and 1A are best by  
18 environmental survey estimates, but they do need to get the additional studies. He reiterated  
19 there is significant shoaling in those areas.

20  
21 The updated estimate of the total project cost is \$1,925,000.

22  
23 Commissioner Taylor clarified how quickly the current channel is shoaling, and if they remain  
24 with that channel, how long until it completely closes up. Huggett said he was unable to give  
25 that a specific timeframe for several reasons.

26  
27 Commissioner Normile said he did not have any financial questions at this time on the project,  
28 because he believes the numbers will change. He asked if any action was needed by the Board  
29 tonight in order to move forward with the SAV studies in the spring. Mr. Huggett confirmed  
30 they would continue to move forward without further action from the Board.

31  
32 Mayor Holland confirmed the next SAV study would be in the spring or summer. Mr. Huggett  
33 confirmed it would probably be in June.

34  
35 *The Board took no formal action.*

36  
37 **Comments from Town Clerk, Town Attorney and Town Manager**

38  
39 Town Clerk Smith had no comments.

40  
41 Town Attorney Norwood Blanchard, who was attending remotely, had no comments.

1 Town Manager Zapp said although the attorney was attending remotely during the meeting, we  
2 are aiming for in-person representation moving forward.

3  
4 He gave an overview of the more than \$15 Million in grant funding the Town is currently  
5 utilizing, that means some projects are being completed without local tax dollars. He added it is  
6 important to note that the Town has a normalized budget of \$12 Million and we have a game  
7 plan for the next three years based on a game plan made at the Board retreat earlier in the  
8 month.

9  
10 He said there were more than 21 identified initiatives in 2022, and the Board identified goals  
11 for the next 36 months.

12  
13 **12. Comments from Board of Commissioners and Mayor**

14 Commissioner Finch thanked Commissioner Taylor and the Fishing Tournament Committee for  
15 their hard work. He thanked McElraft for her service to Emerald Isle and the state. He  
16 concluded by saying he is looking forward to the year ahead.

17  
18 Commissioner Normile thanked McElraft for her hard work, especially related to water and  
19 sand issues. He said she's been essential in brokering some grants at the state level that Zapp  
20 had previously mentioned. He also pointed out that larceny numbers are down 23 percent and  
21 14 percent for burglaries in 2022, compared to the year prior.

22  
23 Commissioner Vogel commended Commissioner Taylor for the money coming back to the Town  
24 through the fishing tournament. She highlighted the upcoming St. Patrick's Festival and said  
25 sponsorships are open, and make it possible. She thanked McElraft for everything she has  
26 accomplished in office.

27  
28 Commissioner Taylor said to McElraft she can't be thanked enough for what hse has done and  
29 everything she has helped make possible. He said the Town will continue to enjoy everything  
30 she's impacted for years. He thanked the Board for their kind comments on the tournament.

31  
32 Mayor Holland thanked the UDO committee and Town staff for their work on the amendments  
33 and revisions. He thanked Paul Schwartz and Pat McElraft for their contributions to our town.  
34 He thanked Moffatt & Nichol for the presentation on the boat channel relocation presentation,  
35 and recognized the members of the public in attendance. He said it is great to see the public  
36 come out and make their voices heard. He also recognized the work of the Fishing Tournament  
37 Committee. Finally, he offered condolences to the family of Jay Thomas, who passed away in  
38 December.

39  
40 Commissioner Finch added one more comment, and thanked Town staff who put it together.  
41 He said they will be a big asset to everyone in Emerald Isle.

42

1 **13. Adjourn**

2 ***Motion was made by Mayor Pro-Tem Messer to adjourn the meeting. The Board voted***  
3 ***unanimously 5-0 in favor. Motion carried. The meeting adjourned at 7:32 p.m.***

4  
5 ***The meeting adjourned at 7:32 p.m.***

6  
7 Respectfully Submitted:

8  
9 Anna Smith

10 Town Clerk/Public Information Officer.