

1 donations of which were being presented tonight to the Carteret Healthcare Foundation to
2 provide assistance and aid to local indigent patients in their fight against cancer. Chief Reese
3 also recognized Senior Police Officer Tyler Biskup as the officer who received the most
4 donations during the campaign in the amount of \$1,425, but thanked all officers who
5 participated as well as citizens who generously supported this worthy cause. Chief Reese
6 introduced Susie Collins, Executive Director of the Carteret Healthcare Foundation who
7 graciously accepted the invitation to attend tonight and accept the donation from the Emerald
8 Isle Police Department and Emerald Isle community.

9
10 Ms. Collins thanked the community on behalf of the Carteret Healthcare Foundation for the
11 donation. Ms. Collins said this would really go a long way as many were having problems after
12 the storm and for cancer patients it affected them even more.

13
14 **7. Recognition of Employees**

15
16 **a. David Ketchum, Police Lieutenant**

17
18 Police Chief Tony Reese recognized Police Lieutenant David Ketchum for his recent graduation
19 from the NC Justice Academy's Management Development Program. Chief Reese outlined the
20 11-month leadership program requirements of this program that focused on developing the
21 knowledge, skills, and abilities necessary to be successful in command level positions within
22 Police organizations. Chief Reese noted that Lt. Ketchum was only the third officer in the
23 history of the Emerald Isle Police Department to complete this program.

24
25 **8. Proclamations / Public Announcements**

26
27 Mayor Barber noted the following announcements for the public:

- 28
29 • **Coffee With a Cop – Thursday, December 13 – 9 am – Ben & Jerry's**
30 • **Emerald Isle Parks and Recreation's "Santa and a Movie" – Friday, December 14 – 6 pm –**
31 **Comm Center**
32 • **Planning Board Regular Meeting – Monday, December 17 – 6 pm – Town Board Meeting**
33 **Room,**
34 • **Police Educating the Public (PEP) – Tuesday, December 18 – 10 am – Town Board Meeting**
35 **Room**
36 • **American Red Cross Blood Drive – Friday, December 21 – 2 pm – 7 pm – Comm Center**
37 • **Christmas Holiday – Monday, Dec 24, Tuesday, Dec 25, and Wed, Dec 26 – Town Offices**
38 **Closed**
39 • **Community Center Closed on Monday, December 24, and Tuesday, December 25**
40 • **No trash collection on Monday, December 24 or Tuesday, December 25**

- 1 • **New Year's Day Holiday – Tuesday, January 1 – Town Offices Closed, Community Center**
- 2 **Closed**
- 3 • **Board of Commissioners Regular Meeting – Tuesday, January 8 – 6 pm – Town Board**
- 4 **Meeting Room**
- 5 • **Golf Cart Safety / Regulations Class – Saturday, January 5 – 10 am – Town Board Meeting**
- 6 **Room**

7

8 **9. Public Comment**

9

10 **Brief Summary:**

11

12 The public will have the opportunity to address the Board about any items of concern not on the agenda. The

13 Mayor and Board welcome and appreciate all comments from the public, and will take these comments into

14 consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time

15 for the Board to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question

16 and answer session.

17

18 The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other

19 mutually agreeable time to discuss Town issues and answer any questions.

20

21 There were no comments from the public.

22

23 **10. Consent Agenda**

- 24
- 25 **a. Tax Releases**
- 26 **b. Minutes – November 13, 2018 Regular Meeting**
- 27 **c. Minutes – November 13, 2018 Closed Session**
- 28 **d. 2019 Board of Commissioners & Planning Board Schedules**

29

30 ***Motion was made by Commissioner Finch to approve the items on the Consent Agenda. The***

31 ***Board voted unanimously 5-0 in favor. Motion carried.***

32

33 **Clerks Note: A copy of all Consent Agenda items are incorporated herein by reference and hereby made a part of these**

34 **minutes.**

35

36 **11. Eastern Emerald Isle Post-Florence Beach Nourishment Project**

- 37
- 38 **a. Resolution Authorizing Construction Contract (18-12-11/R1)**

39

40 Interim Town Manager Randy Martin along with Carteret County Shore Protection Officer Greg

41 'Rudi' Rudolph addressed the Board concerning this Agenda item. The following excerpt from

42 Mr. Martin's memo to the Board is provided for additional background:

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1
2 As a result of beach erosion caused by Hurricane Florence, the Board will consider a Resolution authorizing a
3 Construction Contract with Great Lakes Dredge and Dock Company, LLC. The previously determined project scope
4 would be increased from ~ 471,000 cubic yards over ~ 3 miles of beach to fully replace the sand losses caused by
5 Hurricane Florence. The project limits would include the area from the Indian Beach town limits to just west of the
6 Ocean Drive “dog-leg” vehicle ramp. The project would now include the construction of a 25 ft. wide dune up to
7 elevation +12 sea level, installation of new dune plantings, and the construction of a 40 – 60 ft. wide flat beach berm
8 at an elevation of +6 feet above sea level.

9 Enclosed is a FACT SHEET for the expanded scope project provided by Greg “Rudi” Rudolph, Shore Protection Officer,
10 including a breakdown of the results of the re-bid of the project on December 4th. Rudi and I will be prepared to
11 discuss in detail at the meeting the Eastern Emerald Isle beach nourishment project report and this information in
12 total.

13 As the Board was previously advised, rather intense negotiations have been underway since the re-bid opening. As
14 previously publicly announced, the bid solicitation had to be advertised again because only one bid was received at
15 the first scheduled opening. Only one bid was received at the second opening as well. It was from Great Lakes who
16 was also the lone bidder who responded to the first solicitation. Great Lakes is a reputable company that has done
17 considerable work locally and regionally in the past.

18 Mr. Johnny Martin, lead engineer with Moffat & Nichol, Rudi and representatives of Emerald Isle and Indian Beach
19 have had a number of discussions/meetings on the project and bid results. The agreed upon strategy has been for
20 the engineers to take the lead in negotiating with Great Lakes on potential opportunities to lower the bid amount.
21 The focus was on items in the bid that exceeded expectations and some changes in the contract documents desired
22 by the contractor. The biggest item of concern to us was the mobilization/demobilization costs included which are
23 significantly higher than estimated. For perspective, this element of the bid was approximately \$1.9 million higher
24 which comprises roughly the equivalent of 10% of the total project. The other major items including the largest
25 number for the construction portion are at, near or even below the estimates provided in advance by the engineers
26 to the towns.

27 Unfortunately, the negotiations to date have not resulted in any recommended change in the base bid amount or
28 contract documents. The parties did not finalize our collective municipal recommendations until late on Friday
29 afternoon after negotiations did not produce a desired outcome. The engineers’ report including my bid
30 recommendation and supporting documents has just been received and is included in the agenda package for
31 distribution. The agenda documents will be supplemented on Monday with any additional documents received from
32 the parties.

33 All this background shared, I will recommend at the meeting that the Board authorize a project contract which will
34 stipulate completion of the project in Spring, 2019. This recommendation to authorize the contract is supported by
35 Rudi on behalf of the County/Beach Commission and Tim White, Indian Beach Town Manager on behalf of Indian
36 Beach. Tim will be presenting his recommendation to the Indian Beach Board on Wednesday after our meeting on
37 Tuesday. It is my understanding the Beach Commission has already authorized their required actions regarding the
38 Salter Path portion of the project.

39 Obviously, none of us want to see the partners pay any more than is necessary for the work and would prefer that
40 the project be delayed until we know for certain that FEMA and state matching reimbursements are firmly
41 committed. However, the bottom line is sufficient funds are available in the reserves to go forward and award the
42 contract contingent upon the concurrence of Indian Beach and the County through the Beach Commission for the

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1 Salter Path portion. Realistically, a federal/state reimbursement commitment for Florence is months away at a
2 minimum which would preclude a 2019 project if we chose to delay until 2020.

3 After personally riding the eastern beach area that is included in the contract scope with FEMA officials on
4 Wednesday, I do not believe it is in the Town of Emerald Isle's best interest to delay the project. The risk of additional
5 damages within the next year is in my opinion too high. Further, although the affected Towns and County have not
6 received formal commitments yet, I believe it reasonable to expect to receive significant reimbursement for the
7 impacts on the entire beach from Hurricane Florence.

8 As for available and committed funds to cover the cost of this project, Emerald Isle, Indian Beach and the County
9 representing the Salter Path portion have received a \$5.0 million grant from the state's Coastal Storm Damage
10 Mitigation Fund which is available in its entirety for this project. The distribution of this amount is based upon the
11 share of the beach fill estimated for each community. The Emerald Isle share is approximately 65% which equals
12 \$3,263,703 as indicated on the fact sheet.

13 The County reserve for beach projects through the Beach Commission provides 75% of the balance of the project
14 cost with the Towns responsible for the remaining 25%. Based upon the bid document as illustrated, the Emerald
15 Isle portion including the contingency would in the worst case total \$2,596,338 which would be taken from the
16 Town's beach fund reserve of approximately \$4.0 million. Again, it is not in my opinion unreasonable to expect that
17 the Town will be reimbursed from FEMA sufficiently to replenish this fund in its entirety for future beach
18 nourishment needs after the Florence reimbursements are expended.

19 As a final note, the capital project ordinance previously adopted and amended recently by the Board is at this time
20 sufficient without further action to allow for the Board to authorize execution of the proposed contract.

21 Interim Town Manager Randy Martin provided introductory comments and then introduced
22 Carteret County Shore Protection Manager Greg 'Rudi' Rudolph who provided a PowerPoint
23 presentation for the benefit of the Board and public summarizing the details of the Post-Florence
24 Beach Nourishment Project.

25 Mayor Barber asked for any public comments. There were none.

26 Interim Town Manager Randy Martin and Shore Protection Manager Rudi Rudolph answered
27 questions from the Board following the presentation.

28 **Motion was made by Commissioner Normile to approve the Resolution Authorizing**
29 **Construction Contract with Great Lakes Dredge and Dock Company, LLC. The Board voted**
30 **unanimously 5-0 in favor. Motion carried.**

31 Clerks Note: A copy of Resolution 18-12-11/R1 is incorporated herein by reference and hereby made a part of these minutes.
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1 **12. Contract Amendment with Waste Industries, LLC**

2
3 **a. Resolution Authorizing a 1-year Extension to 12/31/2019 For Commercial Waste**
4 **Services (18-12-11/R2)**

5
6 Interim Town Manager Randy Martin recommended that the Board approve a Resolution
7 Authorizing the Manager to execute a 1-year contract extension with Waste Industries, subject
8 to the same terms and conditions as the current contract through December 31, 2019. Interim
9 Manager Martin referred to relevant information in the memo provided by former Town
10 Manager Frank Rush when the Board approved a two-year extension in 2016.

11
12 ***Motion was made by Commissioner Finch to approve the Resolution Authorizing Contract***
13 ***Extension – Waste Industries, LLC (Dumpster Services). The Board voted unanimously 5-0 in***
14 ***favor. Motion carried.***

15
16 Clerks Note: A copy of Resolution 18-12-11/R2 is incorporated herein by reference and hereby made a part of these minutes.

17
18 **13. Appointments**

19
20 **a. Bicycle & Pedestrian Advisory Committee**

21
22 **Brief Summary:** The Board of Commissioners will consider filling vacant 4 seats on the Bicycle and Pedestrian
23 Advisory Committee. The terms of members Ken Ambrose, Branden Burt, Cris Lauback, and Mike Taylor all expire
24 in December 2018 and the Board should appoint 4 individuals to serve new 2-year terms. All 4 individuals have
25 expressed interest in being reappointed to the Bicycle and Pedestrian Advisory Committee.

26
27 ***Motion was made by Commissioner Normile to appoint Ken Ambrose, Branden Burt, Cris***
28 ***Lauback, and Mike Taylor to new terms on the Bicycle and Pedestrian Advisory Committee***
29 ***that expire on December 2020. The Board voted unanimously 5-0 in favor. Motion carried.***

30
31 **14. Comments from Board of Commissioners and Mayor**

32
33 There were no comments from the Town Clerk. Town Attorney Richard Stanley wished
34 everyone a Merry Christmas.

35
36 Interim Town Manager Randy Martin said it was a pleasure to present the Manager's report as
37 provided in written comments. Mr. Martin acknowledged the assistance and support by
38 Administrative staff.

39

1 The following is an excerpt from the Interim Town Manager Comments memo to the Board
2 providing additional background information for all items of importance:

3

4 In terms of specific updates to the Board, I offer the following:

- 5 1) The enclosed reports from the departments offer the usual insights into daily operations of the Town
6 particularly concerning citizen engagement and public service delivery. Also included in the statistical
7 section is data provided by all departments. Please note that some aspects of the statistical data compiled
8 and included in the past by management is not updated in its entirety this month. The administration
9 intends to provide these updates in future meeting information, but time did not allow for 100% completion
10 at this time. Management recognizes the historical value of the information and desires to make this a goal
11 for the New Year.
- 12 2) I have attended a number of meetings in the area and community thus far. I was particularly impressed
13 with the citizen engagement at the recent neighborhood watch event. The Mayor, Mayor Pro Tem and I
14 attended. The Police Department did a fine job coordinating. I have also been actively engaged along with
15 our staff and neighboring jurisdiction representatives in several interactions with FEMA representatives and
16 others concerning hurricane disaster assistance/ reimbursement discussions. This is a labor intensive
17 process and can be challenging, but I am confident the Town interests are being well served. Taking the
18 lead for much of this effort has been Laura Rotchford, Finance Director. She is doing an excellent job and
19 is putting in a lot of time on this crucial activity. The Town has already invested much of our reserves in
20 paying costs incurred for cleanup activities and Laura is on top of vigorously pursuing timely reimbursement
21 from the feds and state. In the months ahead, you will see the impact of these expenditures and
22 subsequent reimbursement progress on the Town's financial reports.
- 23 3) I have previously distributed to the Board the updated Town Manager's message now displayed on the
24 website and a copy of the current edition of the monthly newsletter. The newsletter contained updates on
25 several projects, so I will not repeat those here, but I will be glad to respond to any questions or concerns
26 Board members have about these items. A copy of the newsletter is attached for your easy reference.
- 27 4) According to Police Chief Tony Reese the Town's authorized Coyote Trapping season began on December
28 1, 2018 and extends through February 28, 2019. The Town will again utilize licensed trappers to trap
29 coyotes on Town owned property during this season, and residents and property owners are also
30 authorized to utilize licensed trappers on their own private property. Residents interested in this program
31 should contact Police Chief Tony Reese for further information.
- 32 5) Parks and Recreation Director Alesia Sanderson recently brought to my attention that Emerald Isle Woods
33 Park property is still closed and is not safe for people to enter due to damage following Hurricane Florence.
34 In addition, as this is also Town owned property there are places where traps are currently in use as part of
35 the Town's authorized Coyote Trapping program.
- 36 6) Mayor Barber and I recently attended an event held by the Carteret County Tourism Development
37 Authority. This gave me an opportunity to meet the new executive director. I plan to follow up with him
38 on potential future mutually beneficial opportunities for the TDA and Town to collaborate. Frank and I had
39 a chance to brain storm on this topic before he left. If individual Board members have ideas, I would love
40 to discuss those as well.
- 41 7) Commissioner Normile and I recently attended the Beach Commission meeting at which Rudi gave an
42 excellent presentation on some things coming down the pipe from regulatory agencies. To avoid confusion
43 with current more pressing beach nourishment project activities, I will not elaborate on this information in
44 this space at this time, but I will be sharing information provided to the Commission in a separate
45 communication on the topic of Inlet Hazard Area Delineation and Policy discussions. The science panel has

1 done extensive work on this topic. Our preliminary staff assessment is that the proposed changes will not
2 have a significant impact for Emerald Isle, but we intend to further evaluate the matter and keep everyone
3 informed as the discussion progresses. Commissioner Normile may want to add his thoughts on the matter.

4 Commissioner Normile noted that their discussions on the topic of Inlet Hazard Area Delineation
5 and Policy at the Beach Commission was that the Point area was developed and as such, they
6 were not anticipating any major debacles associated with the future language.

7 Carteret County Shore Protection Manager Rudolph added that the State was revisiting the
8 issue and once refigured they would look back at the rules, but as Commissioner Normile stated
9 anything already built they would probably grandfather.

10 **15. Comments from Board of Commissioners and Mayor**

11
12 Commissioner Taylor thanked Interim Town Manager Randy Martin for coming in and filling in
13 during their search for a new Town Manager. Commissioner Taylor also thanked Rudi Rudolph
14 for all of his work on the beach nourishment projects, and Merry Christmas.

15
16 Commissioner Finch said he looked forward to the coming year with a lot of work ahead of us
17 to put Emerald Isle back together as it was 3-4 months ago, and wished everyone a Merry
18 Christmas.

19
20 Commissioner Messer thanked Interim Town Manager Randy Martin for being here, they
21 appreciated his expertise, and also thanked Rudi Rudolph for his efforts, and Merry Christmas.

22
23 Commissioner Dooley appreciated the smooth transition provided by Interim Town Manager
24 Randy Martin and wished everyone Merry Christmas.

25
26 Commissioner Normile thanked Interim Town Manager Randy Martin and staff as they had a lot
27 of work ahead with FEMA reimbursements, and he had noticed Finance Director Laura
28 Rotchford's car at Town Hall on weekends. He wanted to bring this up in public that it was okay
29 to go home, and that they all appreciated the great job Laura was doing for the Town.

30 Commissioner Normile gave a shout out to the beach commission and reporter Brad Rich who
31 he thought had done a great job documenting their last several meetings for this beach
32 nourishment project, the largest one ever. Commissioner Normile also thanked the Beach
33 Commission's great leader, Atlantic Beach Mayor Trace Cooper, noting that by divine
34 providence, they had started this permitting process before the Hurricane and if not for that
35 they would not have voted this evening to pass a resolution to put sand back on the beach. He
36 thanked the sister towns on the island for their support, and Merry Christmas.

37

1 Mayor Barber thanked the Board of Commissioner for their hard work over the last few
2 months, they all work so well together and he was blessed as Mayor to work with such
3 wonderful Commissioners. Mayor Barber thanked the Town staff and Randy Martin for
4 stepping in and doing a great job as Interim Manager. Mayor Barber said they were moving
5 forward with the Mercer Group to find a new Town Manager, and wished everyone Merry
6 Christmas.

7

8 **16. Closed Session – Pursuant to NCGS 143-318.11(5) for the Purpose of Discussing Potential**
9 **Real Estate Acquisition**

10

11 ***Motion was made by Commissioner Finch to enter Closed Session pursuant to NCGS 143-***
12 ***318.11(5) for the purpose of discussing potential real estate acquisition. The Board voted***
13 ***unanimously 5-0 in favor. Motion carried.***

14

15 ***Motion was made by Commissioner Messer to return to Open Session. The Board voted***
16 ***unanimously 5-0 in favor. Motion carried.***

17

18 Upon returning to Open Session there was no action taken by the Board as a result of Closed
19 Session.

20

21 **17. Adjourn**

22

23 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board voted***
24 ***unanimously 5-0 in favor. Motion carried.***

25 ***The meeting adjourned at 6:45 pm.***

26 Respectfully submitted:

27

28 Rhonda C. Ferebee, NCCMC, CMC
29 Town Clerk