

1 **6. Special Presentation – Race Proceeds Emerald Isle Marathon, Half-Marathon & 5K Races**

2
3 **a. SECU Family House**

4 **b. Emerald Isle Bicycle and Pedestrian Advisory Committee**

5
6 Commissioner Dooley, Race Director for the Emerald Isle Marathon, Half-Marathon, & 5K races
7 formally presented a check to the Town in the amount of \$22,000 (50% of the net proceeds) for
8 future bicycle path and pedestrian improvements. Commissioner Dooley also presented a
9 check for \$22,000 to the SECU Family House. Commissioner Dooley recognized the Race
10 Committee members – Amy Reardon, Annitta Best, Dorla Pake, Bryson McLean, Noelle Ricks,
11 Emily Sylvester, Emily Egerton, Stephanie Whitehead, and Patrick Dooley. Commissioner
12 Dooley was pleased to be able to present these funds for the 6th year in a row following another
13 great race with over 1,000 participants, and over 300 volunteers. Commissioner Dooley
14 thanked all departments of the Town that played a huge role in the race. Commissioner
15 Dooley gave a brief summary of the State Employees Credit Union (SECU) House services, a
16 non-profit organization very near and dear to her heart because of former Mayor Art Schools
17 and his wife Diane who were fortunate enough to stay there while Art was undergoing
18 treatment at UNC –Chapel Hill. Commissioner Dooley recognized SECU House representative
19 Martha Aldridge who was in attendance and accepted the \$22,000 race proceeds donation.
20 Ms. Aldridge thanked the Town and Race Committee for the donation. Ms. Aldridge noted that
21 SECU had served over 2,000 people from Carteret and surrounding counties since 2012, and
22 she thanked everyone for investing in the people from this area who received treatment at
23 Chapel Hill, it truly was an unbelievably overwhelming experience to see a community like ours
24 give to the SECU House. Bicycle and Pedestrian Committee Chair Ken Stone accepted the
25 check for the Town. Mr. Stone thanked everyone for the donation for the funds to benefit
26 bicycle and pedestrian activities.

27
28 **7. Introduction of New Employees**

29
30 **a. Wanda Martinez-Alexander, Facilities Coordinator**

31 **b. Jordan Goodrum, Police Officer**

32 **c. Joshua Nichols, Police Officer**

33 **d. Sam Scott, Police Officer**

34
35 Parks and Recreation Director Alesia Sanderson introduced Wanda Martinez-Alexander who
36 was recently promoted from part-time Center Attendant to full-time Facilities Coordinator.
37 Director Sanderson thanked her for her service.

38
39 Police Chief Tony Reese introduced the department's new full-time officers. Chief Reese noted
40 that Officer Sam Scott came to the Town from Branson, Missouri having spent 20 years in the
41 Army as an engineer, followed by a police position in Joplin, Missouri where he served 11 years.

1 Police Chief Reese introduced Officer Josh Nichols stating that Officer Nichols graduated BLET
2 from Carteret Community College and came to Emerald Isle as a part-time officer in June 2017,
3 going full-time with the Carteret County Sheriff's office in December 2017. Chief Reese noted
4 that Officer Nichols returned to Emerald Isle when a full-time position became available.

5
6 Police Chief Reese introduced Officer Jordan Goodrum who was a native of Jacksonville, North
7 Carolina and had been a student of Chief Reese's at Coastal Carolina Community College's BLET.
8 Chief Reese noted Officer Goodrum spent 6 years in the Air Force, came to work for Emerald
9 Isle in February as a part-time officer and was promoted to full-time to fill a vacancy in April.

10
11 The Board and public welcomed the new employees.

12
13 **8. Employee Recognition – Career Advancement**

- 14
15 a. **Gail Knapp, Tax Collector**
16 b. **Sheila Lowe, Program Supervisor**

17
18 Finance Director Laura Rotchford formally recognized Gail Knapp for her recent promotion in
19 April from her role as Full-time Administrative Assistant to Tax Collector. Director Rotchford
20 commented that most people would already know Gail from her previous position at the front
21 desk at Town Hall, and if not they may have been greeted with her welcoming voice on the
22 phone. Director Rotchford noted Gail had been working with the Town for over 6 years having
23 started in 2011 as a part-timer. It was noted that Gail had worked closely with former Tax
24 Collector Gayle Parker who had retired earlier in the year and she was eager to dig into tax
25 collection. Director Rotchford welcomed Gail into her new position and congratulated her on
26 her promotion to this new role.

27
28 Parks and Recreation Director Alesia Sanderson formally recognized Sheila Lowe for her recent
29 promotion. Director Sanderson noted that Sheila had worked for the Town for 8.5 years having
30 begun her career with the Town as a part-time Center Attendant, moving to full-time Facilities
31 Coordinator a few years ago, and was now being promoted again to the position of Program
32 Supervisor. Director Sanderson said they looked forward to having Sheila involved in different
33 ways in her new role.

34
35 The Board and public applauded Gail and Sheila for their promotions.

36
37 **9. Proclamation / Public Announcements**

38
39 Mayor Barber noted the following Proclamations and public announcements.

- 40
41 a. **Proclamation – National Police Week (19-05-14/P1)**
42 b. **Proclamation – National Public Works Week (19-05-14/P2)**

1 **c. Proclamation – EMS Week (19-05-19/P3)**

2 **d. Proclamation – Safe Boating Week (19-05-14/P4)**

- 3
- 4 • **Dog Park Development Committee – Wednesday, May 15 – 3 pm – Community Center**
 - 5 • **Board of Commissioners special Budget Meeting – Wednesday, May 15 – 5:30 pm –**
 - 6 **Admin Conference Room**
 - 7 • **Planning Board Regular Meeting – Monday, May 20 – 6 pm – Town Board Meeting**
 - 8 **Room**
 - 9 • **Police Educating the Public (PEP) – Tuesday, May 21 – 10 am – Town Board Meeting**
 - 10 **Room**
 - 11 • **Golf Cart Advisory Committee – Tuesday, May 21 – 5:30 pm – Town Board Meeting**
 - 12 **Room**
 - 13 • **Bicycle & Pedestrian Advisory Committee – Wednesday, May 22 – 9am – Community**
 - 14 **Center**

15

16 **Clerks Note: A copy of all Proclamation 19-05-14/P1, 19-05-14/P2, 19-05-14/P3, and 19-05-14/P4 as noted above are**

17 **incorporated herein by reference and hereby made a part of these minutes.**

18

19 **10. Public Comment**

20

21 **Brief Summary:**

22

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

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

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

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

27 and answer session.

28

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

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

31

32 John Farmer, 8614 Reed Drive, expressed concern about rain water run-off following Hurricane

33 Florence. Mr. Farmer noted that since Hurricane Florence he had noticed that the normal rains

34 were causing flooding and backup in ditches. Mr. Farmer had concerns about health and

35 safety, including the ability of emergency vehicles to get down Reed Drive when flooded, and

36 water backing up over septic tanks. Mr. Farmer wondered if there were any plans in the near

37 future to correct the situation.

38

39 Interim Town Manager Randy Martin noted there were funds in the budget to address drainage

40 issues on Reed Drive, and there would be more discussion during the budget process. Interim

41 Manager Martin encouraged Mr. Farmer to contact Public Works Director Artie Dunn for

42 further details.

43

1 Wayne Hare, 8616 Reed Drive, said he had spoken to Public Works Director Artie Dunn and he
2 was advised of the plans to clean out the ditches which had been done, and he wondered if it
3 would go any further than cleaning out ditches.

4
5 Interim Manager Martin responded that funds had actually been requested by Director Dunn
6 for improvements to infrastructure, as well as the pursuit of grant funding for more
7 comprehensive improvements in town for additional improvements.

8
9 Phil Fallin, 8620 Reed Drive, said Reed Drive had been a problem for the 5 years he had lived
10 there and he asked about an email list where they could get some information.

11
12 Interim Manager Martin said they would be glad to share information after the Board adopted
13 the budget as proposed – so later in the summer/fall.

14
15 Ken Stone, 9701 Ashley Place, noted the Bike the Banks event was held the previous weekend
16 with a great turnout of 159 riders. Mr. Stone said they brought it about \$6,000 that would all
17 go toward bicycle and pedestrian goals.

18
19 Mayor Barber recognized a group of students from Croatan High School in attendance.

20
21 **11. Consent Agenda**

- 22
23 a. **Resolution Declaring Police In-Car Cameras as Surplus and Authorizing Sale to Roxboro**
24 **Police Department (19-05-14/R1)**
25 b. **Amendment to Town of Emerald Isle Civilian / Employee Commendation Program**
26 c. **Resolution Authorizing Emergency Agreement (Off-Island EOC) (19-05-14/R2)**
27 d. **Resolution Authorizing Pre-Positioned Hurricane Debris Removal Contract (19-05-14/R3)**
28 e. **Resolution Authorizing Pre-Positioned Debris Monitoring Contract (19-05-14/R4)**

29
30 ***Motion was made by Commissioner Messer to approve the items on the Consent Agenda. The***
31 ***Board voted unanimously 4-0 in favor. Motion carried.***

32
33 **Clerks Note: A copy of Resolutions 19-05-14/R1, 19-05-14/R2, 19-05-14/R3, and other Consent Agenda items as noted above**
34 **are incorporated herein by reference and hereby made a part of these minutes.**
35
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1 **12. Ocean Oaks Park Playground Donation – Starcke Family Foundation**

2
3 **a. General Fund Budget Amendment**

4
5 Parks and Recreation Director Alesia Sanderson addressed the Board concerning this Agenda
6 item. The following excerpt from Interim Manager Martin’s memo is provided for additional
7 background:

8
9 I have been working with Erin and Doug Starcke in reference to the renovation of Ocean Oaks Park over the past
10 eight months. The Starckes expressed a desire to make a donation from their family foundation in order to make
11 this project possible.

12
13 The Starckes frequently visit the Senator Jean Preston Park and specifically requested the poured in place surfacing
14 used in that park for the Ocean Oaks Park renovation. With a great deal of input from Doug and Erin I requested a
15 meeting with Nick Gutman, Regional Sales Manager for Playworld Preferred who is was also the vendor for Senator
16 Preston Park.

17
18 The project design has been tweaked by the Starckes and myself a few times and I have attached the design that
19 all parties concur is the best option to optimize play opportunities and components at the park while following a
20 nautical theme that the Starckes requested. I have attached the final proposal for consideration. The Starcke
21 Family Foundation will donate \$50,000 toward the project if the Town will contribute the additional \$52,358 to
22 complete the project. The total of \$102,358.19 does not include the \$6909.18 of the \$109,267.37 on the quote
23 attached as the Town will receive reimbursement on sales tax.

24
25 If the Board of Commissioners accepts the proposal the Starcke Family would like to see the park completed prior
26 to July 1, 2019. After review with the vendor staff feels that is an adequate time line if we move quickly.

27
28 This is an incredibly generous donation by a family with young children who reside in that area. It is also an area
29 where many young families with children live and the renovations will provide first class recreational opportunities
30 for a large number of our younger population.

31
32 The Town has the opportunity with this donation to expand and improve a playground that is deficient in play
33 apparatus that needs replacing into a state of the art Neighborhood Park.

34
35 Parks and Recreation Director Alesia Sanderson briefed the Board on the Starcke Family
36 Foundation’s request to improve Ocean Oaks Park. Director Sanderson said she had been
37 working with Erin and Doug Starcke for a number of months and they had a design that reached
38 the level of the Senator Jean Preston Memorial park with the same type of surfacing and state
39 of the art equipment. Director Sanderson noted the budget was \$102,000 and the Starcke
40 Family Foundation had donated \$50,000 toward the project if the Town would match the
41 \$52,000.

42

1 Erin Starcke stated they were excited for the opportunity to contribute to the Town. She said
2 that she and her husband Doug had been here since the early 80s, and all of her high school
3 jobs had been in Emerald Isle and she was fortunate enough to move back here after college.
4 Ms. Starcke said they loved this town and wanted to give back and with two little ones they
5 were very active, going to all the parks, and with all of the young families here on the island
6 they were excited about being able to build a playground.

7
8 Interim Town Manager Randy Martin responding to a question from Commissioner Normile
9 stated that these funds would come from unencumbered funds in the Parks and Recreation
10 department and would not impact next year's budget.

11
12 Commissioner Finch asked if there were any other quotes other than the one. Director
13 Sanderson noted that Doug and Erin Starcke were very specific in the type of vendor and
14 equipment and the quote provided was from the same vendor of the Senator Jean Preston
15 Memorial Park. Director Sanderson said based on comparative quotes in the past they were all
16 very much the same with minimal difference, \$100 - \$200 difference, in addition Playworld
17 provided a lifetime warranty on their equipment.

18
19 ***Motion was made by Commissioner Messer to approve the Agreement Setting Forth***
20 ***Obligations Regarding Ocean Park Renovations. The Board voted unanimously 4-0 in favor.***
21 ***Motion carried.***

22
23 ***Motion was made by Commission Normile to approve the General Fund Budget Amendment.***
24 ***The Board voted unanimously 4-0 in favor. Motion carried.***

25
26 Mayor Barber thanked the Starcke's for their very generous donation as the children of Emerald
27 Isle would enjoy the new playground equipment.

28
29 **Clerks Note: A copy of General Fund Budget Amendment as noted above is incorporated herein by reference and hereby**
30 **made a part of these minutes.**

31
32 **13. Commercial Review – Islander Drive Development – A-Team Village West, LLC**

33
34 Town Planner Josh Edmondson addressed the Board concerning this Agenda item. The
35 following excerpt from his memo is provided for additional background:

36
37 **Special Plat Preliminary Review and Approval**

38
39 As part of the proposed development at 201 Islander Drive, the A-Team has submitted a preliminary plat for
40 review and approval as required in Section 2.4.6 Special Plat Approval in the Unified Development Ordinance

1 (UDO). This is the first mixed use development of its kind in Emerald Isle and as such only those plat requirements
2 outline for special plats in 2.4.5(2), 2.4.5(3) and Section 2.4.6 are applicable. These sections have been included
3 for your review. The requirements for preliminary plat approval can be found on the preliminary plat approval and
4 site plan sheets. Based on the information provided it is staffs opinion that the requirements for preliminary plat
5 approval have been met. Once all improvements are complete, the Developer will submit the final plat for review
6 and approval before recording the plat with the Carteret County Register of Deeds Office.

8 **Site Plan Property Information and Existing Site Conditions**

10 A-Team has submitted a site plan to review for a proposed development at 201 Islander Dr. The site is
11 approximately 2.63 acres. The site is zoned Village West and surrounding properties are zoned Village West,
12 Government and Residential Multi-Family. The site is currently vacant vegetated land with the exception of a small
13 parking lot and old mobile home office unit located on the southeast corner, which will be demolished. There is
14 also an existing concrete wall running along the western and northern property line of the site. The site is not
15 located in an area of environmental concern nor any special flood hazard area. Existing topography on the sites
16 range from 14.5' to about 20.5' above sea level. Crew Drive and Louise Avenue border the site. Carteret Craven
17 EMC is the electrical utility provided and Bogue Banks Water Corporation is the water provider.

19 **Site Improvements**

21 Disturbance for the development of this property will be over 1 acre and therefore a State Soil Erosion and
22 Sedimentation Control Permit is required. The engineer is in the process of submitting this to the State. The new
23 improvements include 11 mixed-use structures and 17 townhome units. All units will be 3 story units with the 11
24 mixed used structures having commercial on the bottom floor with residential on the remaining 2 floors.

26 The site plan includes revisions requested by the TRC. The following highlights the major site improvements that
27 have been reviewed by staff:

- 29 • Setback/MB Lines – minimum 10' required along both Islander and Louise Ave; 15' required along western
30 property line boarding Residential Multi-Family development
- 31 • Proposed Driveways – one driveway 24' in width at Northeast corner of site and second driveway 24' in
32 width at southwest corner of site
- 33 • Proposed Drive Isles – All proposed drive isles to be 20', meets minimum requirement necessary for Fire
34 Apparatus access; Drive Isle to be one-way
- 35 • Materials for Parking Lot – Typical asphalt detail and permeable pavement
- 36 • Proposed Parking – 114 Total Spaces; 72 off-street parking spaces and 42 on street parking spaces (see
37 plan for residential and commercial parking breakdown)
- 38 • Garbage Areas – To be located at Northwest corner of the property
- 39 • Fire Hydrants – 3 hydrants, 1 on Northwest corner, 1 on Northeast corner and 1 one Southeast corner
- 40 • Vegetative Area – 19,221 sq. ft. or 16.75% (15% required)
- 41 • Building Height – 40' actual
- 42 • Lighting – Propose 13 Pole Lights with low levels of illumination to be less than 20' in height
- 43 • Waste Water – Onsite Septic System
- 44 • Additional Items to Note
 - 45 ○ Sidewalk installed on property to be for public use
 - 46 ○ Existing concrete wall meets screening requirements of site from the adjacent property zoned
47 Residential Multi-Family
 - 48 ○ Islander Dr. between Reed Dr. and Louise Ave may become One-Way (discussion for
49 Commissioners as part of Town streetscape project)

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MAY 14, 2019
Page 9 of 21

- 1 ○ The stormwater management plan is being reviewed by the Town’s consulting engineer using the
2 redevelopment option
3

4 **Commercial Review**

5
6 For this review, we look at the first phase of the project, which is buildings 1-11. We will take a look at the
7 following features lighting, exterior color, decorative construction, outside wall facings and building
8 elevations/height.
9

10 First, let us discuss the proposed lighting. Any lighting on the buildings will be located or shielded so that no
11 offensive glare will be visible from an adjoining street or property. The Developers are proposing to put 13 pole
12 lights less than 20’ in height to provide low levels of illumination in parking and sidewalk areas. Second, let us look
13 at the proposed exterior colors. As you can tell from the color elevation sheets and color palette and material
14 selection all buildings, appear to meet the requirements to be of low reflectance, subtle, neutral or earth tone
15 colors. Third, let us review the decorative construction and outside wall facings of the structure. As you will note
16 the 20’ visual break is accomplished using architectural design features such as windows, building recesses,
17 variation in building materials, porches, signage and colors. In addition, as noted on the glass calculation sheet for
18 each building, no one unit exceeds the 35% maximum allowance for glass and window facings. The actual building
19 height of each building will be 40’.
20

21 There are a number of items for your review included with the memo. These items are as follows:
22

- 23 • Site & Commercial Plan Checklist
24 • Zoning, Aerial Photography
25 • Preliminary Plat
26 • Special Plat Approval Requirements
27 • Site Plan/Lighting Plan
28 • Exterior Commercial Plan
29 • Color Palette and Material Selection
30

31 The Planning Board at their April 29, 2019 found the plan to comply with the UDO and forwards this to the
32 Commissioners with a favorable recommendation with the following contingencies:
33

- 34 • Providing the Soil Erosion and Sedimentation Control Permit from NC DEQ
35 • Obtain approval from the Town for the Stormwater Management Plan
36 • Providing approval from the Carteret County Environmental Health Office for the waste water system
37

38 If the Board of Commissioners so choose to issue approval, my recommendation would be to approve with the
39 above contingencies as outlined and voted on by the Planning Board and their meeting. I look forward to
40 discussing this with the Commissioners at their May 14, 2019 meeting.
41

42 Town Planner Edmondson summarized the Islander Drive Development proposal as outlined in
43 detail in his memo provided above along with a PowerPoint presentation provided for Board
44 consideration. The Board reviewed the special plat, commercial site plan, building elevations,
45 exterior colors, and lighting plan for a new mixed use development that will include 11 mixed
46 use structures and 17 townhome units. It was noted that all units would be 3-story units with
47 the 11 mixed use structure having commercial on the bottom floor with residential on the

1 remaining 2 floors, and the site was zoned Village West and surrounding properties were zoned
2 Village West, Government, and Residential Multi-Family.

3
4 Mayor Barber asked for any public comments. There were none.

5
6 Ron Cullipher, The Cullipher Group was in attendance and briefly advised the Board regarding
7 proposed stormwater management.

8
9 Town Planner Edmondson discussed the proposals of the commercial review and fielded
10 questions from the Board.

11
12 Commissioner Normile asked whether there was any vegetation planned for the buffer zone to
13 the west adjacent to Queens Court. Town Planner Edmondson said if the Board felt they
14 needed to bolster the buffer zone in that area he would make that request and felt that it
15 would be accommodated and that he would work with the developer on that aspect of the
16 project.

17
18 ***Motion was made by Commissioner Normile to approve the special plat, commercial site plan,***
19 ***building elevations, exterior colors, and lighting plan for the proposed Islander Drive Mixed***
20 ***Use Development, contingent upon receipt of the Soil Erosion and Sedimentation Control***
21 ***Permit from NC DEQ, Town approval of the Stormwater Management Plan, and Carteret***
22 ***County Environmental Health approval for the waste water system. The Board voted***
23 ***unanimously 4-0 in favor. Motion carried.***

24
25 **14. Traffic Study – Coast Guard / Reed Drive Area**

26
27 **a. Consideration of Ordinance Amending Chapter 11 – Motor Vehicle Regulations**
28 **(19-05-14/O1)**

29
30 Police Chief Tony Reese addressed the Board concerning this Agenda item. The following
31 excerpt from his memo is provided for additional background:

32
33 I am submitting this memorandum in response to a recent request to the Board of Commissioners from resident
34 and business owner Ronnie Watson. At the April 2019 town council meeting, Mr. Watson requested the Board of
35 Commissioners consider implementing traffic calming measures in the area of Coast Guard Road and Reed Drive in
36 order to address what he views as public safety concerns. The primary complaint expressed in both of the areas of
37 concern identified by Mr. Watson is that the presence of golf carts, pedestrians and bicyclists combined with the
38 volume of traffic and current speed limits in such a congested area, poses a danger to the public and measures
39 should be taken to reduce the speed of traffic in these areas.

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MAY 14, 2019
Page 11 of 21

1 At the request of the Board of Commissioners, I conducted a study of the two areas identified by
2 Mr. Watson and evaluated the available data relevant to his concerns. The purpose of this study
3 was to:

- 4 1. Evaluate the areas identified in this study to determine if there are any specific public safety
5 hazards related to traffic flow/management.
6
- 7 2. Identify possible options for traffic calming measures that would mitigate or eliminate any
8 public safety concerns identified in the study.
9
- 10 3. Provide recommendations to the Board of Commissioners for specific traffic calming
11 measures that could be implemented to address any concerns identified in the study.

12 Specific descriptions of each of the areas identified by Mr. Watson have been detailed in the results of the study
13 below. As part of the study, I began by reviewing the department's Traffic Accident Crash Reports for both of
14 these areas. In order to provide relevant comparisons, I conducted both a five-year look back and a ten year look
15 back in traffic crash data. Additionally, traffic volume studies were conducted in each of the identified areas to
16 provide daily vehicle volume information. Traffic speed information was also collected to provide an "average
17 speed" in each area for consideration. In order to present the data in terms relevant to each area, I have
18 separated the two areas identified by Mr. Watson into categories titled "Coast Guard Road Data" and "Reed Drive
19 Data". The results are as follows:

20 **Coast Guard Road Data:**

21 The target area identified and evaluated for this portion of the study is the section of Coast Guard Road that begins at
22 Emerald Drive (NC58) and runs southwest along Coast Guard Road to the intersection of Osprey Ridge Drive / Deer
23 Horn Drive. The area studied consists of a total of 1,350 linear feet of roadway. The first 320 feet of roadway heading
24 southwest from Emerald Drive consists of 6 lanes of traffic divided by a concrete island. Also located within that first
25 320 feet are the entrances to several businesses including the Valero Gas Station, Emerald Isle Wine Market, Watson
26 Matthews Real Estate, Bell Cove Village Shopping Center (containing 8-10 businesses) and the Holiday Trav-L-Park
27 Resort Office Complex. Additionally, Reed Drive and a crosswalk are located within this first 320 feet. At Reed Drive,
28 there is a transition from 6 lanes of traffic into 4 lanes of traffic, converging at the location where the crosswalk is
29 located, with a refuge island in the center of the roadway. This crosswalk is heavily trafficked by visitors staying in the
30 resort as a means of getting to the Bell Cove Shopping Center which contains both shops and restaurants. This
31 crosswalk/intersection is also a common crossing used by golf carts that are going to the shops and restaurants
32 located in the Bell Cove Village Shopping Center. Currently, there is no signage in place to alert drivers to the
33 presence of this crosswalk and the street markings for this crosswalk are not highly visible. As you continue along
34 Coast Guard Road the roadway transitions to a 2 lane road and at 400 feet from the crosswalk you arrive at the
35 entrance/exit to Pebble Beach Condominium Complex on the south side of Coast Guard Road, and the entrance/exit
36 for Bell Cove Village Shopping Center and Bell Cove Subdivision located on the north side of Coast Guard Road. These
37 entrance/exit points are located in the middle of a blind curve with limited visibility for those exiting from Bell Cove
38 Blvd, where the visibility at this location is 159 feet (the stopping distance for a vehicle traveling 35MPH on a wet
39 surface is 200 feet). As you continue another 630 feet, you arrive at the intersection of Coast Guard Road and Osprey
40 Ridge Dr / Deer Horn Dr. It should be noted that this particular roadway is the only means of entrance or egress for at
41 least 12 subdivisions and residential developments located along the Coast Guard Road corridor.

42

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MAY 14, 2019
Page 12 of 21

2. 1The current posted speed limit for this area is 35 MPH. The average recorded vehicle speed recorded over a 3-day
2period (04/19/2019 – 04/21/2019) for this study was 19.28 MPH with 50 percent of vehicles traveling at an average of
319.93 MPH and 35 percent of vehicles traveling at an average of 26.51 MPH.

4

3. 5The vehicle count conducted for this area over a 3-day period (04/19/2019 – 04/21/2019) resulted in an average daily
6volume of 4,577 vehicles.

7

4. 8Looking back 5 years, from April 1, 2014 to April 1, 2019, there have been a total of 48 motor vehicle crashes reported
9along the entire length of Coast Guard Road. Of the 48 crashes reported, 21 occurred inside the target area being
10evaluated by this study. This equates to 44% of all motor vehicle crashes reported on Coast Guard Road occurring in
11the target area. Comparatively, in the previous five year period, from April 1, 2009 to April 1, 2014, there were a total
12of 60 motor vehicle crashes reported along the entire length of Coast Guard Road with only 10 of those crashes (17%)
13occurring inside the target area. Comparing the two periods evaluated would indicate that while there has been a 20%
14decrease in the number of motor vehicle crashes reported on Coast Guard Road in the past five years, there has been a
15corresponding 110% increase in the number crashes occurring in the target area during that same period.

16

5.17Based on the data reviewed, it is my opinion that there are public safety concerns related to vehicle and pedestrian
18traffic that could be addressed in this area.

19 **Reed Drive Data:**

1.20The target area identified and evaluated for this portion of the study is the section of Reed Drive that runs west to east
21between Coast Guard Road and Islander Drive. The area studied consists of a total of 1300 linear feet of roadway, with
22two lanes of travel for the entire length studied. Within this 1300 linear feet is the presence of the Valero Gas Station,
23Holiday Trav-L-Park Resort facilities (office, pool, resort entrance, maintenance building, etc.), an Arcade, Fun World
24Go-Cart Track and the entrance/exit to the Queens Court Condominium complex. Additionally, there are three
25crosswalks located in this area which have an extremely high volume of pedestrian, bicycle and golf cart traffic as a
26result of the proximity of the crosswalks in relation to the layout of the Holiday Trav-L-Park Resort facilities. Currently
27there is no signage in place to alert drivers of the presence of these crosswalks, however there are road markings that
28are visible.

29

2.30The current posted speed limit for this area is 25 MPH. The average vehicle speed recorded over a 5-day period
31(04/12/2019 – 04/17/2019) for this study was 16.62 MPH with 50 percent of vehicles traveling at an average of 15.9
32MPH and 35 percent of vehicles traveling at an average of 21.21 MPH.

33

3.34 The vehicle count conducted for this area over a 5 day period (04/12/2019 – 04/17/2019) resulted in an average daily
35volume of 1,988 vehicles.

36

4.37Looking back 5 years, from April 1, 2014 to April 1, 2019, there have been a total of 11 motor vehicle crashes reported
38along the entire length of Reed Drive. Of the 11 crashes reported, 4 occurred inside the area being evaluated by this
39study. This equates to 36% of all motor vehicle crashes reported on Reed Drive occurring inside the target area.
40Comparatively, in the previous five year period, from April 1, 2009 to April 1, 2014, there were a total of 9 motor
41vehicle crashes reported along the entire length of Reed Drive with only 1 of those (11%) occurring inside the area
42being evaluated by this study. Comparing the two periods evaluated would indicate that there has been a 22%

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MAY 14, 2019
Page 13 of 21

1 increase in the number of motor vehicle crashes reported on Reed Drive in the past five years, with a corresponding
2 2300% increase in the number crashes occurring in the target area during that same period.

3

5. 4 Based on the data reviewed, it is my opinion that there are public safety concerns related to vehicle and pedestrian
5 traffic that could be addressed in this area.

6 Based on a review of the data compiled in this study, it is my opinion that there are public safety hazards present
7 in both of the areas identified by Mr. Watson. While the study revealed that the majority of vehicles appear to be
8 traveling below the current posted speed limits in both areas, the results also show significant increases in the
9 number of motor vehicle crashes being reported in both areas over the last five years. It should be noted that the
10 traffic volume averages for both of these locations were taken during the off-season and could be expected to
11 double or triple during the busy tourist season. Additionally, current and proposed development in the Islander
12 Drive and Reed Drive areas is likely to result in an increase in traffic volume, particularly along the Reed Drive
13 corridor. It would be wise to consider what impact those developments will have on the current traffic issues
14 identified in this area. While there is no definitive data that indicates the current speed limits in these areas are
15 responsible for the increase in reported motor vehicle crashes, the volume of traffic recorded in these areas gives
16 serious thought to what reasonable speed limits should be given the geographical layout. What is definitive from
17 this study is that in both areas evaluated, 65 to 85 percent of the vehicles in these areas are already traveling
18 below current posted speed limits which should indicate that public concerns about lowering the speed limits in
19 these areas should be minimal. Furthermore, I believe that the concerns expressed by Mr. Watson and identified
20 in this study can be managed through a combination of implementing traffic calming measures, the posting of
21 proper signage, public education campaigns and targeted enforcement efforts. As a result, I am submitting the
22 following options for your consideration and review:

23 **Coast Guard Road Options:**

24 **Option #1: Speed Limit reduction.**

25

26 Reduce the speed limit along Coast Guard Road from Emerald Drive (NC58) to a location approximately 200 feet
27 west of Osprey Ridge Drive from the current 35 MPH speed limit to 25 MPH. By reducing the speed limit in this
28 area, we should effectively slow traffic in what is already a highly congested and heavily traveled roadway. Driver
29 awareness and reaction times will be increased, while required stopping/braking distances will be reduced.
30 Additionally, impact speeds and injury risks should be minimized in the event of an accident. If you consider this
31 option, I would recommend the following approach:

32

33a. For traffic traveling east on Coast Guard Road, the posting of "reduced speed ahead" signs approximately 400 feet
34 west of the Osprey Ridge Drive intersection, with a 25 MPH speed limit sign being posted 200 feet west of the
35 Osprey Ridge Drive intersection.

36

37b. For traffic traveling west on Coast Guard Road, the installation of a 25MPH speed limit sign 120 feet west of the
38 intersection of Emerald Drive (NC58), with an additional 25 MPH speed limit sign posted just east of Bell Cove Blvd.

39

40c. Public education can be accomplished through public safety announcements in the newspaper, newsletters, digital
41 media platforms and targeted enforcement efforts where drivers are stopped and warned by the police
42 department during the initial implementation phase of the changes.

43d.

44

1 **Option #2: Crosswalk Improvements**

2
3 I would encourage the installation of solar powered RRFB (Rectangular Rapid Flash Beacon) crosswalk system with
4 flashing lights at the Reed Drive and Coast Guard Road crosswalk, and that the roadway markings for the crosswalk
5 be repainted to be more noticeable to vehicles traveling on the roadway. Making this crosswalk more visible to
6 the public should increase protections for pedestrians, cyclist and golf carts while also slowing traffic in response to
7 the highly visible amber lights when flashing.

8
9a. Crosswalk markers should be posted at the Reed Drive crosswalk on Coast Guard Rd with markers placed on the
10 south and north side of the roadway. I would recommend crosswalk markers that are equipped with RRFB solar
11 powered lights to attract the attention of drivers. The markers being recommended would be similar to those
12 being installed along Hwy 58 by NCDOT.

13
14b. Alternatively, you could post normal crosswalk signage at this location. If that option is chosen, I would
15 recommend the posting of signage on the north and south sides of the crosswalk with additional signage being
16 posted in the island between the two travel lanes. It is my opinion that while this is a less expensive option, it will
17 also be less visible and less impactful.

18
19c. This crosswalk is not ADA compliant because the island in the center of the roadway does not meet the DOT ramp
20 requirements. This concrete area would need to be taken up and made level with the surface of the roadway to
21 meet standards.

22
23d. Current signage in the island is incorrect and needs to be changed. The yellow and black striped sign should be
24 angled towards the direction traffic is supposed to flow. One of the signs would need to be replaced.

25
26e. The plantings (Palm trees) in this island are confusing to motorist and should be replaced with small plantings that
27 allow drivers to see through the island. (I would also recommend this for the island at the intersection of Coast
28 Guard Road and NC58).

29
30f. Public education can be accomplished through proper signage and targeted enforcement efforts where drivers are
31 stopped and warned by the police department during the initial implementation phase of the changes.

32
33 **Option #3: Install a 4-way stop at Coast Guard Rd and Osprey Ridge/Deer Horn Drive.**

34
35 By installing a 4-way stop at this intersection, the desired reduction in speed through the target area will be
36 accomplished as the speed of traffic will be interrupted along what is currently a long uninterrupted roadway. This
37 particular intersection would be the most effective, and least disruptive, location to install this traffic calming
38 measure as it is at the western boundary of the target area and in close enough proximity to achieve the desired
39 effect throughout the target area. This is a more substantial and disruptive traffic calming measure that has the
40 potential to have an undesirable effect on the flow of traffic in the target area, particularly during peak season
41 when traffic volumes are higher along Coast Guard Rd. Additionally, while this would most likely address concerns
42 with eastbound traffic in this area, there would be minimal to no impact for westbound traffic since the speed limit
43 is not being reduced for vehicles turning off of Emerald Drive. Therefore, while this is an option for you to consider,
44 it is my opinion that this measure would need to be implemented in conjunction with the measures recommended

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MAY 14, 2019
Page 15 of 21

1 in Option #1 and #2 in order to achieve the desired results. If you consider this option, I would recommend the
2 following approach:

3
4a. The posting of "4 - way stop ahead" signs just east of Bell Cove Blvd for traffic flowing west and a minimum of 200
5 feet west of Deer Horn Drive for traffic flowing east.

6
7b. The posting of stop signs with flags for both the westbound and eastbound travel lanes on Coast Guard Road. The
8 stop signs for Deer Horn Dr and Osprey Ridge Dr. are already in place. Stop bars should be painted on the roadway
9 at the intersection to aid in alerting drivers to the new traffic control device.

10
11c. Public education should be accomplished through public safety announcements in the newspaper, newsletters,
12 digital media platforms and targeted enforcement efforts where drivers are stopped and warned by the police
13 department during the initial phase of the change.

14
15 It is my opinion that the options outlined above would be the most effective method of addressing identified
16 public safety concerns for this area while also having the least disruptive impact on the current flow of traffic.
17 Additionally, the measures recommended here are the least costly and simplest methods to implement quickly. It
18 is my recommendation that you consider implementing Options #1 and #2 as an initial step and then evaluate the
19 impact those measures have on traffic in the area prior to considering Option #3 or other more substantive
20 measures.

21 **Reed Drive Options:**

22 **Option #1: Speed limit reduction**

23
24 Reduce the speed limit along Reed Drive from Coast Guard Road to Islander Drive from the current 25 MPH speed
25 limit to 20 MPH. By reducing the speed limit in this area, traffic will be slowed in a highly congested area filled
26 with vehicles, campers, golf carts, pedestrians and bicyclists. Half of the area (600ft.) studied along this roadway is
27 primarily used by guests staying at the Holiday Trav-L-Park Resort who are traveling between the campground and
28 the resort facilities such as the pool, arcade, go cart track and the Valero Gas station. If you consider this option, I
29 would recommend the following approach:

30
31a. For traffic traveling east on Reed Drive from Coast Guard Rd., I would recommend the posting of a speed limit sign
32 with flags within 50ft. of the intersection with Coast Guard Rd., and a second sign 175 feet west of the entrance to
33 Queens Court.

34b. For traffic traveling west on Reed Drive from Islander Dr. I would recommend the posting of a speed limit sign with
35 flags 125 feet west of the intersection with Islander Dr., and a second sign 175 feet west of the entrance to Queens
36 Court.

37c. Public education can be accomplished through public safety announcements in the newspaper, newsletters, digital
38 media platforms and targeted enforcement efforts where drivers are stopped and warned by the police
39 department during the initial phase of the change.

40

41 **Option #2: Crosswalk Improvements**

42

43 I would encourage the installation of and additional standard crosswalk sign at the two crosswalks located at the
44 entrance to the Holiday Trav-L-Park Resort (currently there is only one on one side of the street at each crosswalk).

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MAY 14, 2019
Page 16 of 21

1 By making this crosswalk more visible to the public, it should increase protections for pedestrians, cyclist and golf
2 carts in that area and make the crosswalk meet national DOT standards. If you consider this option, I would
3 recommend the following approach:
4

5a. A standard crosswalk sign should be installed on the north side of Reed Drive for traffic flowing west for the
6 crosswalk on the east side of the entrance.
7

8b. A standard crosswalk signs should be installed on the south side of Reed Drive for traffic flowing east for the
9 crosswalk on the west side of the entrance.
10

11c. Public education can be accomplished through proper signage and targeted enforcement efforts where drivers are
12 stopped and warned by the police department during the initial implementation phase of the changes.
13

14 **Option #3: Install Speed Bumps/Humps**
15

16 You can consider installing speed bumps/humps at selected locations along Reed Drive. Speed bumps/humps are
17 designed to naturally reduce the speed of traffic by forcing drivers to slow to navigate them safely and avoid
18 damage to their vehicle. The bumps /humps which protrude anywhere from 2 to 6 inches above the road are
19 designed to jolt vehicles traveling faster than 20 mph. Studies have shown that speed bumps/humps typically
20 reduce the speed of traffic an average of 8 - 15 miles per hour, depending on the size of the bump/hump, in areas
21 where they have been used. This is a relatively inexpensive method of calming traffic in an area with the cost of
22 these devices averaging less than \$1000.00 each and installation can be completed by the town's public works
23 department. Additionally, this measure traditionally has the effect of reducing traffic volumes on roads where
24 they are installed since 'cut thru' traffic typically seeks alternative routes to avoid encountering these devices. If
25 you consider this option, I would recommend the following approach:
26

27a. Installation of a high visibility 2" speed bump/hump at 70 feet west of the entrance to the Holiday Trav-L-Park
28 campground, with a "speed bump ahead" warning sign 120 feet west of the entrance for the eastbound travel
29 lane.
30

31b. Installation of a high visibility 2" speed bump/hump at 25 feet east of the entrance to the Holiday Trav-L-Park
32 campground, with a "speed bump ahead" warning sign 75 feet east of the entrance for the westbound travel lane.
33

34c. Public education can be accomplished through proper signage, public safety announcements in the newspaper,
35 newsletters, and digital media platforms.
36

37 It is my opinion that the options outlined above would be the most effective methods of addressing concerns
38 found on Reed Drive as a result of this study. Option#1 and #2 are the least intrusive methods of achieving the
39 desired impact the current flow of traffic in the area and could quickly be implemented as an initial step to address
40 concerns. Current speeds recorded in the area show that traffic is currently averaging 21.21 MPH in this area with
41 a posted speed limit of 25 MPH, therefore a 5 MPH reduction is being recommended to increase the impact on
42 speed reduction. Option #3 is a more significant traffic calming measure that would definitely have the desired
43 impact on the goals we are trying to achieve without lowering the speed limit; however, speed bumps/humps have
44 been shown to have an undesirable effect on emergency response times for first responders and can also reduce
45 the lifespan of emergency vehicles and equipment.

1 *Note: North Carolina State Building Code 503.4.1, passed in 2018, regulates the installation of speed bumps/humps*
2 *on any street or roadway used by emergency responders for access. Therefore, the installation of these devices in*
3 *this area would require the approval of the Town fire code enforcement official (Fire Chief) prior to installation. I*
4 *have spoken with Chief Walker and he would prefer other measures be attempted prior to consideration of this*
5 *option.*
6

7 While there are additional traffic calming measures that can be considered in both of these areas, most are
8 significantly more costly and would take time to engineer, construct and implement. The options that have been
9 provided for your consideration are the most cost effective and easiest to implement, while still achieving the
10 desired effect of addressing most of the concerns that have been expressed regarding public safety. My
11 recommendation overall is that you consider implementing Options #1 and #2 in both areas as a first step. Once
12 implemented, we can monitor and evaluate the impact those measures are having and determine if additional
13 traffic calming measures are warranted. Obviously, you may also determine based on the information provided
14 that no changes to the current traffic control measures in the areas studied are warranted, in which case the
15 department will continue to address complaints received from the public through routine patrol and targeted
16 traffic enforcement efforts. I am available to discuss the information contained in this study or answer any
17 questions you may have at your convenience.
18

19 Interim Town Manager Randy Martin prefaced Chief Reese's presentation by noting that this
20 item was a planned effort to respond as directed by the Board at their last meeting following
21 public comments regarding safety in the area of Reed Drive and Coast Guard Road. Manager
22 Martin noted that Chief Reese had put together an excellent and detailed report that he would
23 highlight along with his recommendations. Manager Martin stated the Board may take action
24 tonight or refer to a future meeting if desired.
25

26 Police Chief Tony Reese outlined his Traffic Study report for the Board and public as outlined in
27 his above memo and in the PowerPoint presentation for the public regarding the areas of Coast
28 Guard Road and Reed Drive. Chief Reese outlined options for the Board to consider as traffic
29 calming measures.
30

31 Mayor Barber asked for comments from the public.
32

33 Jim Hackett, 6410 Ocean Drive, asked about the blind curve on Coast Guard Road and whether
34 that was due to the vegetation. Chief Reese noted that it was a blind curve because of the way
35 the hill came down with the retaining wall which was right on the line of the right-of-way – you
36 couldn't take out vegetation to correct.
37
38
39
40
41

1 Taylor Watts, asked if they implemented the 25 mph on Coast Guard Road what that would
2 mean for golf carts. Chief Reese stated it would not change anything for golf carts. Chief Reese
3 stated the Town's ordinance stated golf carts could travel on any road that was 35 mph or less
4 however the ordinance specifically prohibited golf carts on Coast Guard Road so it had nothing
5 to do with the speed limit but golf carts weren't allowed because the ordinance said not on
6 Coast Guard Road.

7
8 Ronnie Watson, Holiday Trav-L-Park Resort, said he brought this issue to the Board several
9 months ago because he thought it was something that needed to be addressed. Mr. Watson
10 said what scared him was with the high volume of kids on bicycles, joggers, and the area had
11 changed. Mr. Watson noted the high number of cars daily on Coast Guard Road and Reed
12 Drive, and while not everyone speeds there were a lot who did. Mr. Watson said it scared him
13 that there would be a fatality if they weren't paying attention or didn't care. Mr. Watson
14 hoped the Town would do everything they could to help solve this issue.

15
16 Larry Federer, 323 Cape Lookout Loop, said he and his wife walked Coast Guard Road right by
17 the Holiday Trav-L-Park and because of the foot traffic, bicycles, he felt the Chief did a good job
18 with options they should think about because he was concerned they would have someone get
19 hurt there. Mr. Federer recommended they follow at least the two options on both Reed and
20 Coast Guard.

21
22 Chief Reese noted the fastest speed they recorded on Coast Guard Road during the three days
23 of clocking was 91 mph, and expanded further on the issue of gathering speeds in that area.

24
25 Chief Reese answered questions from the Board regarding the recommended options on both
26 Reed Drive and Coast Guard Road, and his concerns regarding the existing speed limits in those
27 areas. Chief Reese said any speed reductions would be followed up with enforcement. Chief
28 Reese also mentioned the crosswalks that needed to be addressed to be ADA compliant and
29 that Public Works could address this winter.

30
31 Commissioner Normile asked if they could also see a study done sometime during the summer
32 months presented back to the Board at a later meeting in the fall.

33
34 ***Motion was made by Commissioner Messer to adopt Coast Guard Road Option 1 and 2. The***
35 ***Board voted unanimously 4-0 in favor. Motion carried.***

36
37 ***Motion was made by Commissioner Finch to adopt Reed Drive option 1 and 2. The Board***
38 ***voted unanimously 4-0 in favor. Motion carried.***

39

1 ***Motion was made by Commissioner Dooley to adopt Ordinance Amending Chapter 11 –***
2 ***Motor Vehicle Traffic Regulations – Regarding the Speed Limit on a Portion of Coast Guard***
3 ***Road and Reed Drive. The Board voted unanimously 4-0. Motion carried.***

4
5 Clerks Note: A copy of Ordinance Amendment 19-05-14/O1 as noted above is incorporated herein by reference and hereby
6 made a part of these minutes.

7
8 **15. Presentation FY 19-20 Recommended Budget**

9
10 Interim Town Manager Randy Martin addressed the Board regarding this agenda item.
11 Manager Martin recognized the input from town staff and concurred with his previous
12 assessment that Emerald Isle was blessed to have a dedicated group of employees who had
13 done a fine job of putting together their budget requests, with our Finance Director doing a
14 tremendous job of honing that and putting together the recommendations before the Board.
15 Manager Martin highlighted the key issues included in the FY 19-20 Recommended Budget
16 which had been presented to the Board and would be discussed in greater detail during the
17 work session planned for the following night.

18
19 (A copy of the FY 19-20 Budget Message in its entirety is attached to these minutes).

20
21 Interim Town Manager Randy Martin confirmed the scheduled work session on Wednesday,
22 May 15 at 5:30 pm, and a work session including a budget public hearing scheduled for
23 Tuesday, June 4 at 6 pm with any additional work sessions being an option. Manager Martin
24 noted the budget needed to be adopted by June 30 and the plan was for the Board to consider
25 the budget at their regular meeting on June 11.

26
27 Manager Martin thanked the Board for the opportunity to have been entrusted with this very
28 important process, and he gave all the credit to the departments and staff, particularly our
29 Finance Director for the outcome.

30
31 Mayor Barber thanked Interim Manager Martin and Finance Director Rotchford for their hard
32 work.

33
34 Commissioner Messer commented that it was amazing what the town employees did to keep
35 the tax rate the same with a budget increase and rising costs. Commissioner Messer felt they
36 should be congratulated and gave them all the credit.

37
38 Commissioner Normile really liked the written format of the recommended budget being short
39 and extremely transparent for each topical item. Commissioner Normile mentioned the great

1 initiatives brought by Interim Manager Martin. He felt the format was very simple to read
2 through for each category.

3

4 **16. Comments from Town Clerk, Town Attorney and Town Manager**

5

6 There were no comments from the Town Clerk or Town Attorney.

7

8 Interim Town Manager Randy Martin noted that included in agenda packets and on the
9 website, and newsletter was an update on water safety measures. Manager Martin stated they
10 would continue working on water safety issues and interacting with neighboring towns to
11 coordinate efforts and asked for the public's help in passing the word that people should be
12 cautious of the ocean and particularly follow the flag system. Manager Martin said they had
13 done outreach in getting information out and appreciated the media in being supportive and
14 helpful.

15

16 Interim Manager Martin requested that the Board add to the planned Closed Session
17 consultation with the Town Attorney in the motion along with the discussion of personnel.

18

19 **17. Comments from Board of Commissioners and Mayor**

20

21 Commissioner Finch said the Town had done a wonderful job with the budget again, and he
22 took his hat off to Commissioner Dooley for a job well done with the Marathon, she had
23 outdone herself.

24

25 Commissioner Dooley thanked everyone within the Town for how they had reacted to the
26 unfortunate instances of three drownings, and she knew everyone was trying to do everything
27 they could to keep swimmers safe. Commissioner Dooley also commended all of the Town
28 departments, and Randy and Laura. Commissioner Dooley noted that Laura was there late last
29 night when she stopped by which was very common for her, and thanked her for a job well
30 done.

31

32 Commissioner Normile commented that for \$2 at the Police Department you could pick up new
33 ocean safety magnets. Commissioner Normile planned to purchase several to put in their
34 rental properties and to give out to his neighbors.

35

36 Mayor Barber thanked the staff for their response over the past few weeks and for the
37 remarkable job they all did for the Town.

38

39

1 **18. Closed Session Pursuant to §NCGS 143-318.11(a)(6), To Discuss Personnel**

2
3 ***Motion was made by Commissioner Messer to enter Closed Session pursuant to NCGS 143-***
4 ***318.11(a)(6) to Discuss Personnel and to Consult with the Town Attorney. The Board voted***
5 ***unanimously 4-0 in favor. Motion carried.***

6
7 ***Motion was made by Commissioner Messer to return to Open Session. The Board voted***
8 ***unanimously 4-0 in favor. Motion carried.***

9
10 Upon returning to open session ***motion was made by Commissioner Normile to amend the***
11 ***Town Manager Employment Agreement removing Carteret County from the required***
12 ***residence section of the agreement. The Board voted unanimously 4-0 in favor. Motion***
13 ***carried.***

14
15 ***Motion was made by Commissioner Dooley in recognition of Interim Town Manager Randy***
16 ***Martin extending his time in Emerald Isle and working longer than originally planned that he***
17 ***be provided an additional \$2,000 to be used toward salary or travel allowance at his***
18 ***discretion. The Board voted unanimously 4-0 in favor. Motion carried.***

19
20 **19. Adjourn**

21
22 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board voted***
23 ***unanimously 4-0 in favor. Motion carried.***

24
25 ***The meeting was adjourned at 8:10 pm.***

26
27
28 Respectfully submitted:

29
30
31
32 Rhonda C. Ferebee, CMC, NCCMC
33 Town Clerk
34
35
36