



1 **6. Employee Recognition**

2  
3 **a. Alesia Sanderson, Parks and Recreation Director (30 year service award)**

4  
5 Town Manager Matt Zapp recognized Parks and Recreation Director Alesia Sanderson for her 30  
6 years of service to the Town, having started her career with Emerald Isle on August 1, 1989.

7 Town Manager Zapp congratulated Alesia, noting that while he had only had the last 60 days to  
8 spend with her, everyone else in her presence and grace had the last 30 years to recognize and  
9 reap the benefit of her contributions to our community. Manager Zapp stated on behalf of the  
10 entire staff and team “thank you” and asked the Board to recognize team member Alesia  
11 Sanderson for her 30 years of service. Alesia was awarded a 30 year service plaque, and gift.

12  
13 The Board and public provided a standing ovation in appreciation of Alesia’s 30 years of  
14 dedicated service.

15  
16 Mayor Pro-Tem Messer added that he had told Alesia several times and would say it again – she  
17 was amazing and he didn’t know how she did what she did but if you needed something done  
18 just tell Alesia about it and it would happen.

19  
20 **7. Introduction of New Employee**

21  
22 **a. Tucker Robinson, Police Officer**

23  
24 Police Chief Tony Reese introduced the Department’s newest full-time Officer Tucker Robinson  
25 who came to the Town from Richmond, Virginia having graduated in 2012. Chief Reese stated  
26 that Officer Robinson moved to our area about a year ago to be closer to family who lived here  
27 in the area. Chief Reese noted that Tucker had an Associate’s degree in Business  
28 Administration and was replacing Officer Sherin who had recently left to be an Alaskan State  
29 Trooper. Chief Reese noted Tucker had done a great job for the department and was glad to  
30 have him onboard full-time.

31  
32 **8. Proclamations / Public Announcements**

33  
34 Mayor Pro-Tem Messer noted the following public announcements:

- 35  
36
- 37 • **EmeraldFest Concert – Naked Knees – Thurs, Aug 15 – 6:30-8pm - WORA**
  - 38 • **American Red Cross Blood Drive – Fri, Aug 16 – 2-7pm – Emerald Isle Comm Center**
  - 39 • **Golf Cart Advisory Committee – Tuesday, Aug 20 – 5:30 pm – Town Board Mtg Room**
  - 40 • **Police Educating the Public (PEP) – Tuesday, Aug 20 – 10 am – Town Board Mtg Room**
  - 41 • **Coffee With a Cop – Thursday, Aug 22 – 9 am – Muttigans**
  - **EmeraldFest Concert – 4EverAll – Thurs Aug 22 – 6:30-8pm – WORA**

- 1 • **Heartsaver CPR Class – Summer Series – Saturday, Aug 24 – 9am-1pm – EMS Station**
- 2 • **Planning Board Regular Meeting – Monday, August 26 – 6 pm – Town Board Mtg Rm**
- 3 • **EmeraldFest Concert – Pure T Mommicked – Thurs Aug 29 – 6:30-8pm – WORA**
- 4 • **Labor Day Town Holiday – Monday, Sept 2 – Town Offices / Community Ctr Closed**
- 5 • **Neighborhood Watch Quarterly Meeting – Tues, Sept 3 – 6 pm – Town Board Mtg Rm**
- 6 • **Fishing Tournament Executive Committee – Tues, Sept 10 – 3pm – Town Admin Bldg**
- 7 • **Board of Commissioners Regular Meeting – Tuesday, September 10 – 6 pm – Town**
- 8 **Board Meeting Room**
- 9 • **Bicycle and Pedestrian Advisory Committee, Wed, Sept 18 – 9am – Emerald Isle**
- 10 **Community Center**
- 11 • **1<sup>st</sup> Annual Emerald Isle Fall Fishing Tournament – Saturday, September 21 – NC**
- 12 **Wildlife Public Boat Facility**
- 13 • **Emerald Isle Beach Music Festival – Saturday, September 28 – 10:30-6pm- WORA**

## 14

### 15 **9. Public Comment**

#### 16

#### 17 **Brief Summary:**

18

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

24

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

27 Kim Hebert, 126 Page Place, provided history for the Board and public about her husband  
28 Randy who became ill in 1997 and how she realized then how hard our beaches were to access  
29 for someone in a wheelchair. Ms. Hebert stated there was an access to the beach in 1997 but  
30 at that time the Town wasn't able to help her build the walkway so by raffling her husband's  
31 prize possession, a 1972 Corvette, she was able to raise funds for half of the walkway with  
32 Eddie McNeil covering the other half. Ms. Hebert said the Town promised that if she built the  
33 walkway the Town would repair and maintain it. Ms. Hebert said 25 years later that hadn't  
34 happened, and she wasn't bashing the Town but wanted them to be aware that Randy's Way  
35 was important to a lot of people, and was one of the best walkways because you could  
36 maneuver more easily. Ms. Hebert noted that just before Memorial Day she and her husband  
37 fell through. Ms. Hebert said that Parks and Recreation Director Alesia Sanderson came to their  
38 aid and boarded up the walkway but unfortunately someone in the subdivision didn't like the  
39 boards being up as it was Memorial Day weekend and took the boards down. Ms. Hebert said  
40 she was told for the last 3 years that they were in the zone for repairs but it was in pretty bad  
41 shape and shared some photos with the Board. Ms. Hebert noted they were limited with what  
42 they could do back in 1997 and hoped the walkway when repaired could be wider to allow for

1 two wheelchairs to get by at the same time, and she thought as a Town they should look at not  
2 just Randy's Way but at some of the other accesses to see if the wheelchairs could actually get  
3 onto the beach to be with their families, and recommended they look at what they could do not  
4 only for the disabled but for children and the elderly. Ms. Hebert said she hoped the walkway  
5 would be considered for repair this year, her husband was really sick and the walkway was an  
6 eyesore and in very bad shape.

7 Mayor Pro-Tem Messer thanked Ms. Hebert for her comments and they would look into the  
8 matter.

9 Charlie Tingen, 114 E. Seaview Drive, spoke of a situation in his neighborhood involving a home  
10 that was sold in November 2016 two doors from his house. Mr. Tingen provided photos for the  
11 Board to help them understand his concerns. Mr. Tingen noted that none of the improvements  
12 shown in the photos were there at the time the property was purchased by the current owner,  
13 and had since been done with no permits applied for, the buildings were on the property line or  
14 within a foot of the property line disregarding all setbacks. Mr. Tingen said he had discussed  
15 this with the Town office and there had been no progress in getting this resolved. Mr. Tingen  
16 felt this was an eyesore to their residents. Mr. Tingen said he felt efforts were being made to  
17 keep those building where they were by getting the property owner to purchase property from  
18 the adjoining property owner so the setback line could be moved and the setbacks would be  
19 met. Mr. Tingen felt that property values would be negatively affected unless the situation was  
20 corrected. Mr. Tingen said he had met with the Town office and was very disappointed to learn  
21 the Town was trying desperately to help people get around its own ordinance. Mr. Tingen felt  
22 this individual should have to follow the same rules as he and asked the Board for their  
23 assistance in this matter.

24 Mayor Pro-Tem Messer stated they would look into this issue further.

25 **10. Consent Agenda**

- 26 a. **Minutes – May 14, 2019 Regular Meeting**  
27 b. **Minutes – May 14, Closed Session**  
28 c. **Minutes – May 15, 2019 Special Meeting**  
29 d. **Minutes – June 4, 2019 Special Meeting**  
30 e. **Minutes – June 11, 2019 Regular Meeting**  
31 f. **General Fund Budget Amendment**  
32 g. **Special Events Fund Budget Amendment**  
33 h. **Resolution Authorizing TDA Funding Request – Emerald Isle Beach Music Festival -**  
34 **\$20,000 (19-08-13/R1)**  
35 i. **Resolution Authorizing TDA Funding Request – Emerald Isle Fall Fishing Tournament -**  
36 **\$7,500 (19-08-13/R2)**

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

3 Clerks Note: A copy of Resolution 19-08-13/R1, 19-08-13/R2, and all Consent Agenda items as noted above are incorporated  
4 herein by reference and hereby made a part of these minutes.  
5

6 **11. Golf Cart Infrastructure Improvements Project**

7 **a. Capital Project Amendment**

8 Town Manager Matt Zapp addressed the Board concerning this Agenda item. The following  
9 excerpt from Finance Director Laura Rotchford is provided for additional background:

10 The Board of Commissioners is asked to approve the attached capital project budget ordinance amendment as  
11 described below:

12 During the FY 2019 budget process, the Board adopted a transfer from the General Fund for golf cart registration  
13 fees in the amount of \$18,000 to the new Golf Cart Infrastructure Improvements capital project fund. This figure  
14 was derived from the amount the Town anticipated receiving in excess of \$50,000 in golf cart registration fees, and  
15 so the Town adopted a budget of \$68,000 in total golf cart fees for FY 2019.

16 At the close of FY 2019 the golf cart registration program proved significantly more popular than expected and the  
17 Town posted \$90,050 in registration fees for the year. Therefore, the attached amendment authorizes the transfer  
18 of an additional \$22,050 from the General Fund to reserve for future construction expenses related to golf cart  
19 infrastructure improvements.

20 Town Manager Matt Zapp stated that in the FY 18-19 budget there was \$50,000 identified as a  
21 threshold related to golf cart permits with an anticipated \$68,000 of revenue. Town Manager  
22 Zapp noted at the previous Golf Cart Advisory Committee meeting a total of 90,050 was  
23 provided in revenue as of June 30, 2019. Town Manager Zapp stated a unanimous vote was  
24 taken by the Golf Cart Committee requesting the Board to approve all proceeds above \$50,000  
25 to be allocated to the special fund for golf cart committee use and recommendation. Town  
26 Manager Zapp asked that the Board consider all funds in excess of \$50,000 be approved for  
27 transfer to the special fund in the amount of \$40,050.

28 Mayor Pro-Tem Messer asked for any comments from the public.

29 Dick Yelverton, 6611 Ocean Drive, said if he understood correctly the additional funds were for  
30 more golf cart parking lots and he would simply ask what the premise was for more golf cart  
31 parking lots, as there were 15 parking lots within 2 miles of his home and on Friday and  
32 Saturday nights when the party crowd was here it was dangerous to be on Ocean Drive already.

33 Town Manager Matt Zapp responded that they had recently completed a statistical analysis and  
34 year to date there were 1,001 golf cart permits and there were only 62 golf cart parking spaces  
35 available and dedicated in Emerald Isle resulting in a problem for where people could place  
36 those carts. Town Manager Zapp said it was a little easier at times to maneuver through Town  
37 on golf carts so they had created the situation where they now had 1,000+ end users and only

1 62 dedicated spaces. Town Manager Zapp stated the funds derived from golf cart revenue  
2 would come back to this team through the committee as to the best use for those dollars  
3 whether an expanse of the path, parking, signage or things to make it safer for all whether  
4 walking, bicycling, golf cart, or vehicle.

5 Kim Hebert, 126 Page Place, asked about the number of handicapped parking spaces the Town  
6 had at accesses.

7 Town Manager Zapp said they had 3-5 areas identified at public beach accesses to be improved  
8 in FY 2019-20, and they had also identified the need and importance of creating wider and  
9 flatter paths to make as many access points ADA compliant. Town Manger Zapp said at this  
10 point how many were identified as handicapped or golf cart he couldn't answer but could  
11 certainly respond to her later with that information.

12 Tom Rule, 103 Howe, said that recently at the Neighborhood Watch Board meeting the issue  
13 had been raised about why we were spending so much time for golf carts versus people who  
14 have cars and couldn't park at the ocean.

15 Town Manager Zapp said those were excellent points and that historically looking back one of  
16 the reasons that drove golf cart consumption was the exemption for electric vehicles when they  
17 were receiving tax credits. Town Manager Zapp said as there was now a system and process in  
18 place, to answer his question philosophically, you ultimately had over 1,000 end users paying  
19 for a permit and access fee.

20 Mr. Rule said they weren't asking for more vehicle access but why should they allow all of the  
21 golf carts to have that access.

22 Town Manager Zapp said he couldn't answer the question as it was philosophical in nature; but  
23 they had golf cart parking, bicycle racks, walking trails, multi-mobile for all types of people, and  
24 they could hear loudly and clearly from Neighborhood Watch as they had representation there  
25 also on the committee for golf carts.

26 Paul Schwartz, was opposed to mixing golf carts with vehicular traffic as he thought it was  
27 dangerous. Mr. Schwartz felt golf carts were wonderful in closed gated communities. He was  
28 not in favor of golf carts with traffic at all.

29 Bernie Whalley, 5306 Ocean, said he started out 35 years ago riding his bicycle all around and  
30 then he graduated to walkers and crutches and now he liked the idea of golf carts. Mr.  
31 Whalley said he didn't own one but had used one and thought there were a lot of retired  
32 people this was a wonderful way to transport people in a nice safe manner, he just wished they  
33 had more places to park them to make the beach accessible. Mr. Whalley said he also liked the  
34 way they were doing the walkways now with no steps like at Ocean Drive/Fairfax where you  
35 could easily push a wheelchair so that they could enjoy seeing the ocean, feeling the breeze and  
36 breathing in the salt air; he thought it was wonderful and he was all for this as long as they did  
37 it in a way to be safe for everyone.

1 ***Motion was made by Commissioner Normile to approve the capital project budget ordinance***  
2 ***amendment for Golf Cart Infrastructure Improvements. The Board voted unanimously 5-0 in***  
3 ***favor. Motion carried.***

4 Clerks Note: A copy of all Capital Project Budget Ordinance amendment as noted above is incorporated herein by reference  
5 and hereby made a part of these minutes.  
6

7 **12. Purchase of New Enterprise Resource Planning System Software**

8 **a. Resolution Authorizing Contract with Tyler Technologies (19-08-13/R3)**

9 Finance Director Laura Rotchford addressed the Board concerning this Agenda item. The  
10 following excerpt from her memo to the Board is provided for additional background:

11 The Board of Commissioners is asked to approve the attached resolution authorizing the execution of a License  
12 and Service Agreement with Tyler Technologies, Inc. for the Town's new comprehensive software package, or  
13 enterprise resource planning system.

14 Town staff has considered the upgrade of its existing legacy administrative/financial software for the past few  
15 fiscal years, and we are pleased to recommend a long-term solution for not only the administrative staff, but also  
16 for all town departments and employees.

17 Town staff informally reviewed several software applications from providers, and later requested proposals from  
18 three technology firms including: Southern Software; Edmunds Software; and Tyler Technologies. Town staff  
19 reviewed the proposals; conducted onsite demonstrations; and spoke to several other local government peers for  
20 referrals and experience with the software capabilities, technical support and service, as well as ease-of-use.

21 Following the review, staff is recommending a fully-hosted Incode 10 application offered by Tyler Technologies.  
22 This web-based and fully integrated application will include the core financial system including general ledger;  
23 purchasing; capital assets; project accounting; and cashiering. Further, it will include a personnel management  
24 suite including employee self-service portal and online timesheets. The system also includes a property tax  
25 module with ability to inquire and pay for property taxes online.

26 It is expected that the process to implement, train, convert existing data, and test the new applications will take  
27 approximately 8-12 months. Once the new applications are fully utilized we expect that Town staff will realize  
28 significant efficiencies in streamlined processing and online self-service.

29 Further, the Town will be able to eliminate existing software maintenance costs from the legacy system of \$12,500  
30 plus the elimination of hosting costs of \$4,000 provided by VC3.

31 The cost of the financial/personnel/property tax modules is \$34,991 per year, beginning in year one, with a one-  
32 time cost of \$66,530 for project management, implementation, onsite and remote training, and legacy data  
33 conversion. This cost also includes \$3,500 in thermal receipt printers and a bar code reader for tax payment  
34 processing. Although the net impact to the annual budget will be an addition of \$18,500 for annual support and  
35 service, the Town will receive significant improvements and efficiencies to its business processes which will be  
36 realized both internally and externally to our residents and visitors.

37 The annual subscription pricing has been budgeted for FY 2020 and is included in the Town's five year plan.  
38 Further, the one-time costs will be spread over both FY 2020 and FY 2021, as the billing for these costs will occur as  
39 provided over the 8 to 12 month period of implementation.

1 Tyler has offered additional modules for building permitting and parks and recreation further expanding the  
2 software into both of these departments. Staff recommends that these additional modules be added at a later  
3 date following the full implementation of the core financial/personnel and tax modules.

4 The attached Resolution authorizes the Town Manager to execute a license and services contract with Tyler  
5 Technologies, Inc. Yarmouth, ME for the acquisition of the new Incode 10 hosted applications.

6 Finance Director Laura Rotchford summarized the request for the Board to consider the  
7 Resolution for purchase of new Enterprise Resource Planning System Software as  
8 recommended in detail above.

9 Mayor Pro-Tem Messer asked for public comments. There were none.

10 Commissioner Normile said that Finance Director Rotchford had been before the Board at the  
11 budget planning workshops at least two years working up to this point and they knew she had  
12 done a lot of due diligence in finding the right vendor and software for the right job and he  
13 appreciated that and he felt good about it. Commissioner Finch agreed.

14 ***Motion was made by Commissioner Finch to approve the Resolution Authorizing Contract for***  
15 ***New Enterprise Resource Planning System. The Board voted unanimously 5-0 in favor.***  
16 ***Motion carried.***

17 **Clerks Note:** A copy of Resolution 19-08-13/R3 as noted above is incorporated herein by reference and hereby made a part  
18 of these minutes.

19

### 20 **13. Islander Drive Improvements**

21 **a. Status Update of Islander Drive Improvements**

22 **b. Resolution Authorizing Contract with Ark Consulting – Islander Drive Improvements /**  
23 **Streetscape (19-08-13/R4)**

24 Town Manager Matt Zapp addressed the Board concerning this Agenda item. The following  
25 excerpt from his memo to the Board is provided for additional background:

26 **GENERAL OVERVIEW-** The Town of Emerald Isle approved a Capital Project Ordinance on June 12, 2018 in the  
27 amount of \$263,846. The area of work being considered is located between NC 58/ Emerald Drive and Louise  
28 Avenue, including beach access improvements through the Western Regional Access area.

29

30 To date, \$10,000 has been expended to develop preliminary design drawings for the subject area. Town staff has  
31 met on multiple occasions with the local private developer (A-Team Enterprises), Carteret Craven Electric  
32 Cooperative, and engineers at the Ark Consulting Group, PLLC.

33

34 **PROPOSED NEED-** In order for the redevelopment project to proceed, a need exists to develop a working set of  
35 engineered drawings for the subject area.

36 **ATTACHED DETAILS-** A letter of engagement outlining the anticipated scope of work and pricing is attached.

1 **RECOMMENDATION**- If the Board of Commissioners approve a Resolution of Necessity on August 13, 2019, the Town  
2 Manager will execute a lump sum contract with Ark Consulting Group, PLLC. In the amount of \$76,000.

3 Town Manager Matt Zapp updated the Board on the status of the Islander Drive improvements  
4 as outlined in his memo and supplemental agenda packet material including a fold out map of  
5 the Islander Drive area. Town Manager Zapp indicated that the conceptual design was complete  
6 and roughed in and they now needed to move forward with actual engineering and workable  
7 designs in order to begin any other ground work or additional infrastructure improvements.  
8 Town Manager Zapp asked the Board to consider approving a contract with Ark Consulting Group,  
9 PLLC.

10 Mayor Pro-Tem Messer asked for any public comments. There were none.

11 Commissioner Finch said looking at the map he saw 22 more golf cart parking spaces so that was  
12 a plus.

13 Town Manager Zapp responded to a question from the audience showing on the map the location  
14 of the 22 golf cart parking spaces located on Islander Drive, and showed the proposed concept  
15 with the area of one-lane traffic on Islander and proposed areas of two-lane traffic as  
16 recommended during the technical advisory review.

17 ***Motion was made by Commissioner Dooley to approve Resolution Authorizing Engineering***  
18 ***Services Contract with Ark Consulting Group, PLLC. The Board voted unanimously 5-0 in favor.***  
19 ***Motion carried.***

20 **Clerks Note:** A copy of Resolution 19-08-13/R4 as noted above is incorporated herein by reference and hereby made a part  
21 of these minutes.

22

#### 23 **14. Appointments**

24

- 25 a. **Amendment – Bicycle and Pedestrian Advisory Committee By-Laws**
- 26 b. **Bicycle and Pedestrian Advisory Committee Appointment(s)**
- 27 c. **Dog Park Development Committee Appointment(s)**
- 28 d. **EI Parks and Recreation Association, Inc. – 1 Vacancy**

29 **Brief Summary:** The Board is asked to approve the attached amendments to the Bylaws for the Bicycle and  
30 Pedestrian Advisory Committee. The proposed amendments included would 1) increase the membership of the  
31 committee from 8 to 9, and 2) amend the regular meeting to the third Wednesday of each month, and that the  
32 meetings would occur from September through May.

33 It the Board approves the amendments to the Bylaws they should fill 2 vacancies on the Bicycle and Pedestrian  
34 Advisory Committee. (5 individuals have expressed interest – Erin Starcke, Chris Vandiford, Rich Mackesy, Martha  
35 Przysucha, and John Mackowiak).

1 The Board should also fill 2 vacancies on the Dog Park Development Committee. (Currently only 1 individual has  
2 expressed interest – Matt Morel)

3 The Board should also fill a vacancy on the Emerald Isle Parks and Recreation Association, Inc. Board of Directors.  
4 (Current member Clay Olsen has expressed interest in serving another 3 year term).

5 ***Motion was made by Commissioner Taylor to approve the Bylaws as amended for the Bicycle  
6 and Pedestrian Advisory Committee. The Board voted unanimously 5-0 in favor. Motion  
7 carried.***

8 ***Motion was made by Commissioner Normile to appoint Erin Starcke and Chris Vandiford to fill  
9 terms on the Bicycle and Pedestrian Advisory Committee that expire in December 2019. The  
10 Board voted unanimously 5-0 in favor. Motion carried.***

11 ***Motion was made by Commissioner Dooley to appoint Matt Morel to fill a vacancy on the Dog  
12 Park Development Committee. The Board voted unanimously 5-0 in favor. Motion carried.***

13 ***Motion was made by Commissioner Finch to reappoint Clay Olsen to a new term on the  
14 Emerald Isle Parks and Recreation Association, Inc. that expires in August 2022. The Board  
15 voted unanimously 5-0 in favor. Motion carried.***

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

17 There were no further comments from the Town Clerk or Town Attorney.

18 Town Manager Matt Zapp noted for the public that the Town was working aggressively toward  
19 the replacement/repair of damaged docks following Hurricane Florence. Manager Zapp noted  
20 the intention was to go out for bid early fall with construction to conclude in the fall or early  
21 winter to be completed for the 2020 summer season as they continued to work with FEMA for  
22 available contractors.

23 Town Manager Zapp also noted that the delay in collecting yard debris simply connected back  
24 to the amount of material placed. Town Manager Zapp noted the Town had two trucks running  
25 5-6 days per week, with some extended hours and continued to have staff start early in the  
26 morning and finish before the main heat of the afternoon. Manager Zapp thanked everyone for  
27 cleaning up their property and just asked for continued patience as they continued to collect  
28 this debris.

29 **16. Comments from Board of Commissioners and Mayor**

30 Commissioner Taylor stated there was a productive Fishing Tournament meeting earlier in the  
31 day noting things were going well with tournament planning and asked everyone to spread the  
32 word about the tournament scheduled for Saturday, September 21, hoping this could become  
33 another great annual event.

34 Commissioner Finch complimented Town Manager Zapp for an excellent job in debris  
35 collection. Commissioner Finch also noted that he attended a dinner with the Town's lifeguards

1 the past week and that it was one of the finest groups of individuals he had seen in a long time.  
2 Commissioner Finch suggested before the lifeguards left for the summer to pat them on the  
3 back for an excellent job.

4 Commissioner Normile commented to Parks and Recreation Director Alesia Sanderson again on  
5 how much they appreciated her 30 years with the Town, working with our children,  
6 grandchildren, visitors, and asked for one more round of applause for Alesia.

7 Mayor Pro-Tem Messer said it didn't seem that Alesia had been here 30 years, agreeing about  
8 what an excellent job she had done and how much she was appreciated.

9 Alesia commented that she didn't do anything alone – she had a tremendous team around her  
10 that made it all possible.

11 **17. Adjourn**

12 ***Motion was made by Commissioner Normile to adjourn the meeting. The Board voted***  
13 ***unanimously 5-0 in favor. Motion carried.***

14 ***The meeting was adjourned at 6:55 pm.***

15

16 Respectfully submitted:

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18

19

20 Rhonda C. Ferebee, CMC, NCCMC

21 Town Clerk

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23

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