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3 **MINUTES OF THE REGULAR SCHEDULED MEETING**  
4 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**  
5 **TUESDAY, NOVEMBER 10, 2020 – 6:00 P.M.**  
6 **TOWN BOARD MEETING ROOM**  
7  
8

9 **1. Call to Order**

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11 The regular monthly meeting of the Emerald Isle Board of Commissioners was called to order by  
12 Mayor Eddie Barber at 6:00 PM in the Town Board Meeting Room.  
13

14 **2. Roll Call**

15  
16 Present for the meeting: Mayor Eddie Barber, Mayor Pro-Tem Floyd Messer, Commissioners  
17 Candace Dooley, Steve Finch, Jim Normile and Mark Taylor (Mayor Barber and Commissioner  
18 Finch participated remotely)  
19

20 Also, present during the regular meeting: Town Manager Matt Zapp, Town Attorney Richard  
21 Stanley, Police Chief Tony Reese, Fire Chief Bill Walker, Town Clerk Sarah Williams, and Finance  
22 Director Laura Rotchford. (Town Attorney Stanley participated remotely.)  
23

24 **3. Opening Prayer**

25  
26 Mayor Barber offered the Opening Prayer.  
27

28 **4. Pledge of Allegiance**

29  
30 Mayor Barber led the Pledge of Allegiance.  
31

32 **5. Adoption of Agenda**

33  
34 ***Motion was made by Commissioner Messer to adopt the Agenda. The Board voted***  
35 ***unanimously 5-0 in favor. Motion carried.***  
36

37 **6. Proclamations / Public Announcements**

38  
39 Mayor Barber noted the following announcements for the public:  
40

- 41 • Board of Commissioners Regular Meeting - Tuesday December 8 - 6pm
- 42

43 **9. Public Comment**

44

1 **Brief Summary:**

2  
3 The public will have the opportunity to address the Board about any items of concern not on the agenda. The  
4 Mayor and Board welcome and appreciate all comments from the public, and will take these comments into  
5 consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time  
6 for the Board to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question  
7 and answer session.  
8

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

11 There was no public comment.

12 **10. Consent Agenda**

- 13 a. Tax Releases  
14 b. September 8, 2020 Meeting Minutes  
15 c. Part-Time Police Officer Salary Adjustment  
16 d. Purchase of Police Body Cameras  
17 e. Budget Amendment  
18 f. Designation of Applicant's Agent-FEMA and NC DPS Reimbursement  
19 g. Updating Town Purchase Policy  
20

21 ***Motion was made by Commissioner Normile to approve the items on the Consent Agenda.***

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

23 **Clerks Note: Consent agenda items as noted above are incorporated herein by reference and hereby made a part of these**  
24 **minutes.**

25 **11. Ocean Rescue Report**

26 Fire Chief Walker gave an update and presentation on the past summer and plans for the  
27 upcoming year. He told the Board he appreciated their help. The Board thanked him for his  
28 leadership and the work that is put in during the off-season to prepare for the summer. The  
29 presentation is included herein by reference and attached to these minutes.

30 **13. Regulation of Modified Utility Vehicles**

31 Police Chief Tony Reese informed the board that NC has identified a new type of motor vehicle.  
32 The golf cart advisory committee has concerns about the new vehicle and asked for guidance  
33 from the Board. Since the MUV is registered with the state (NC DMV) it would not be registered  
34 through the town (with current town ordinances). The board discussed the issue and  
35 determined that since golf cart registration fees help pay for the golf cart parking spaces, the  
36 town ordinance should be updated to reflect that MUV's should register with the town as well.

1 Residents in gated communities would not need to register their MUV's unless they wanted to  
2 utilize public (golf) parking spaces.

3

4 **11. Authorize Manager to select Engineering Firm applicant (Stormwater RFQ)**

5 Town Manager Zapp informed the board that 7 RFQ's were submitted. Moffat Nichol came in at  
6 #1 with the rest of the applicants being very close. He asked for permission to begin discussions  
7 with Moffat Nichol about creating a stormwater management plan.

8

9 ***Motion was made by Commissioner Normile to authorize the Town Manager to move forward***  
10 ***with discussion. The Board voted unanimously 5-0 in favor. Motion carried.***

11

12 **12. Continued Discussions Related to BBWC Well Request at McLean- Spell Park**

13 Alex Hardee submitted a written public comment. It is included herein by reference and  
14 attached to these minutes.

15

16 Shaun Toms, a representative from Bogue Banks Water Cooperation explained that BWW is  
17 concerned about saltwater intrusion at their wells and that they are looking for an additional  
18 water source. There is a strain on the current system from irrigation and summer demands.  
19 Location is an important factor because wells should be placed as far apart as possible with a  
20 minimum of 200X200. He explained what the lot would look like, details of the project, and  
21 asked the board to consider a long-term lease. There was discussion about the size of the  
22 service road, removal of trees, and the timeframe.

23

24 The presentation is included herein by reference and attached to these minutes.

25

26 **13. Presentation on October Safety Month**

27 Town Manager Zapp reviewed the departments' (Fire, Parks, and Rec, Police, and Public Works)  
28 hard work during the month of October.

29

30 **14. CV-19 Related Funding**

31 Town Manager Zapp reviewed plans for the board room. Using CV-19 funding, the board room  
32 will be undergoing renovations to improve remote listening/learning and social distancing.

33

34 Town Manager Zapp asked the board for permission to move forward with advertising for a PIO  
35 position with the town that would start in the new year. The Board was in general agreement  
36 to move forward with advertising and funding the position.

37

38 **15. Annual Financial Reports**

39 Finance Director Laura Rotchford gave the financial summary for the year and reviewed the  
40 changes in the fund balance. Mayor Barber thanked her for her hard work.

41

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

2

3 Town Manager Zapp announced:

- 4 • There would be a free covid testing drive though on 12/01 from 11-4 at the Western  
5 Ocean Regional Access.  
6 • DOT postponed lane closures have been moved to Dec 1  
7 • Great progress was made on Randy's Way for the ADA expansion. The town received  
8 \$9,000 in donations for the advance of the platform and the CAMA permit was in hand.  
9 He thanked the donors for privately funding the public access.

10

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

12

13 The board members acknowledged Veterans Day and the Marine Corps Birthday and thanked  
14 Finance Director Rotchford for her hard work.

15

16 **16. Adjourn**

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

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20 ***The meeting was adjourned at 7:42 pm.***

21

22 Respectfully Submitted:

23

24 Sarah G. Williams

25 Town Clerk

26

27