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3 **MINUTES OF THE REGULAR SCHEDULED MEETING**
4 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**
5 **TUESDAY, MAY 11, 2021 – 6:00 P.M.**
6 **TOWN BOARD MEETING ROOM**
7

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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.
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15 **2. Roll Call**

16
17 Present for the meeting: Mayor Eddie Barber, Mayor Pro-Tem Floyd Messer, Commissioners
18 Candace Dooley, Jim Normile and Mark Taylor.
19

20 Commissioner Finch was excused from the meeting on a motion by Commissioner Messer that
21 passed unanimously.
22

23 Also, present during the regular meeting: Town Manager Matt Zapp, Town Attorney Richard
24 Stanley (participated remotely), Town Clerk Sarah Diehl, Finance Director Laura Rotchford,
25 Public Information/ Media Director Anna Smith, and Police Chief Tony Reese.
26

27 **3. Opening Prayer**

28
29 Mayor Barber offered the Opening Prayer.
30

31 **4. Pledge of Allegiance**

32
33 Mayor Barber led the Pledge of Allegiance.
34

35 **5. Adoption of Agenda**

36
37 ***Motion was made by Commissioner Messer to adopt the Agenda. The Board voted***
38 ***unanimously 4-0 in favor. Motion carried.***
39

40 **6. 30 Year Service Recognition—John “Artie” Dunn, Public Works Director**

41
42 Mayor Barber recognized and thanked Mr. Dunn for his 30 years of service with the town. He
43 read a proclamation and said the town was lucky to have him as Public Works Director. He
44 thanked Mr. Dunn’s wife and sons for sharing him with the town.

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7. Proclamations / Public Announcements

Mayor Barber noted the following proclamation and announcements for the public:

- Proclamation - Municipal Clerks Week
- Proclamation - National Police Week
- Proclamation - National EMS Week
- Proclamation - National Public Works Week
- Proclamation- National Safe Boating Week
- Proclamation- Small Business Week

- Golf Cart Advisory Committee Meeting- Tuesday, May 18-5:30 pm- Town Board Meeting Room
- Planning Board Regular Meeting - Monday, May 24 - 6pm - Town Board Meeting Room
- Memorial Day Town Holiday - Monday, May 31-Town Offices / Community Center Closed
- Neighborhood Watch Board Meeting - Tues. June 1 - Police Conference Room
- Board of Commissioners Regular Meeting - Tuesday, June 8 - 6pm - Town Board Meeting Room

8. Public Comment

There was no public comment.

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

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

9. Consent Agenda

- Minutes from April 13, 2021 Regular Meeting
- Resolution Authorizing Pre-Positioned Hurricane Debris Removal Contract
- Simmons and Simmons Renewal of Contract
- Tax Discovery and Releases

Commissioner Messer recused himself from voting on the consent agenda citing ties with

1 Simmons and Simmons.

2

3 ***Motion was made by Commissioner Normile to allow Commissioner Messer to recuse himself.***
4 ***The Board voted unanimously 3-0 in favor. Motion carried.***

5

6 ***Motion was made by Commissioner Dooley to approve the items on the Consent Agenda. The***
7 ***Board voted unanimously 3-0 in favor. Motion carried.***

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

10 **10. Discussion: McLean Spell Park—Bogue Banks Water Well Lease Process**

11 There were no comments from the public.

12

13 Town Manager Zapp explained the process for executing the lease. Upon approval of the
14 resolution, staff would advertise a notice for 30 days (as required by NCGS). After 30 days, the
15 board would have the opportunity to execute the lease. The regularly scheduled June meeting
16 (June 8, 2021) would fall short just short of 30 days so the lease would need to be voted on at
17 the regularly scheduled July 13, 2021 meeting.

18

19 Commissioner Normile said that the revenue generated from the lease of the property could be
20 used for debt service and future needs of the Parks and Recreation Department.

21

22 ***Motion was made by Commissioner Messer to approve the resolution stating the intent to***
23 ***lease property in McLean Spell Park to Bogue Banks Water Corporation. The Board voted***
24 ***unanimously 4-0 in favor. Motion carried.***

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26

27 **11. Discussion: 3 Year Prioritization List**

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29 Town Manager Zapp explained that the list was comprised of goals established by the Board at
30 the December 2020 and February 2021 workshop meetings. Included were the short-term, mid-
31 term, and long-term goals.

32

33 There was discussion among the Board. They thanked town staff for their work and felt that the
34 goals established a clear vision of the Board's goals.

35

36 ***Motion was made by Commissioner Normile to adopt the Progressive Goals Map for 2021-***
37 ***2023. The Board voted unanimously 4-0 in favor. Motion carried.***

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1 **12. Consideration of Lee Avenue Parking Improvements (Golf Cart Committee)**

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3 Police Chief Tony Reese explained that there were currently 2 golf cart parking spaces at the
4 Lee Ave Beach Access and that by reconfiguring the space, the access could have from 4-6
5 spaces. He informed the Board that this area of town had a large number of golf cart
6 registrants.

7
8 Mayor Barber asked when the work would be done and Chief Reese answered that the goal
9 would be to have it finished by July.

10
11 ***Motion was made by Commissioner Taylor to approve golf cart parking improvements at Lee***
12 ***Avenue utilizing funds from the Golf Cart Improvement Fund. The Board voted unanimously***
13 ***4-0 in favor. Motion carried.***

14
15 **13. Presentation FY 2021-22 Recommended Budget**

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17 Town Manager Matt Zapp provided an informative PowerPoint presentation outlining the
18 details of the FY 21-22 Recommended Budget for the Board and public. Town Manager Zapp
19 provided a general overview of the balanced budget highlighting key points. Highlighted during
20 the meeting was the total FY 20-21 Recommended Budget of \$11,896,121, a \$421,871 or 3.68%
21 increase from the FY 20-21 originally adopted total budget. The recommended General Fund
22 tax rate was 15.5 cents per \$100 of assessed value (14.5 cents for general services and 1.0 cents
23 earmarked for beach nourishment), which is the same as FY20-21. The recommended Primary
24 Benefit District (oceanfront and inlet-front properties only) tax rate is 4 cents which is also the
25 same as FY 20-21. There was a recommended increase to the annual solid waste fee in the
26 proposed budget from the current \$255 to \$265. The 3.9% increase was necessary to cover
27 direct costs associated with providing this essential service. Town Manager Zapp noted a
28 special budget meeting was slated for May 18 at 5:30 pm if the Board felt the necessity for that
29 workshop, additionally the official budget hearing would occur on June 8 during the regular
30 Board meeting allowing time for the formal adoption before July 1.

31 Commissioner Messer said another great job and recommended cancelling the meeting on May
32 18. He was satisfied with the budget and didn't see a need for a special meeting. Mayor Barber
33 agreed and asked his fellow Board members if they were in agreement as well. Everyone was.

34 Commissioner Finch asked to make a comment. He thanked the town for having the availability
35 to have the audio and video to attend remotely. He said as far as the budget was concerned, if
36 the town did any better, they wouldn't be able to stand themselves.

37 Mayor Barber thanked everyone for doing an outstanding job and for making the budget easy
38 to understand.

1 Commissioner Normile thanked Finance Director Rotchford for a great job and said they
2 appreciated her.

3

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

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

7

8 Town Attorney Richard Stanley said Town Manager Zapp had done a good job on his
9 presentation of the lease.

10

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

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13 Commissioner Taylor said great job on the budget and he was pleased staff was able to do what
14 they did.

15

16 Commissioner Finch thanked Public Works Director Dunn for his dedicated service throughout
17 the years and said staff did a great job with the budget.

18

19 Commissioner Messer said every budget year he said this and would say it again this year – he
20 didn't know how they kept doing this with increased costs and services and still maintaining the
21 same tax rate he felt staff should be commended and job well done. He thanked Public Works
22 Director Dunn or his service.

23

24 Commissioner Dooley said she echoed what the others had said. She said she had been a little
25 nervous this year about the budget but they were able to get it done. On behalf of the Board
26 she thanked everyone for all of their hard work. She said she had been able to see some of the
27 town departments working together recently and it was a beautiful thing, the town was very
fortunate.

28

29 Commissioner Normile said that Earth Balance was planting dune vegetation. They had
30 concluded their first section of the greater point area, moving east and they were on schedule.
31 They will be monitored to make sure they mature and to protect the investment. He cited the
32 goals and said the product was bold, open to the public, and showed where the funding was
(hopefully) coming from and the opportunity to accomplish great things over the next years.

33

34 Mayor Barber said it had been a great meeting and he had been in great, productive meetings
35 all day. He thanked Town Manager Zapp and Finance Director Rotchford for their work on the
36 budget and that it was nice to see the teamwork and everyone working together. Recently, he
37 was able to show other coastal mayors Emerald Isle's beach (the lifeguard stands, lifeguards,
38 etc) and they were all impressed with the town's ability to get things done and to do things
39 right. He credited the Board and town staff for doing things right.

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16. Adjourn

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

The meeting was adjourned at 6:53pm.

Respectfully Submitted:

Sarah Diehl
Town Clerk