

1                                   **MINUTES OF THE REGULAR SCHEDULED MEETING**  
2                                   **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**  
3                                   **TUESDAY, MARCH 10, 2015 – 6:00 P.M.**  
4                                   **TOWN BOARD MEETING ROOM**  
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6  
7

8    **1. Call To Order**  
9

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

13    **2. Roll Call**  
14

15 Present for the meeting: Mayor Eddie Barber, Commissioners Tom Hoover, Floyd  
16 Messer, Jim Normile, John Wootten, and Maripat Wright.  
17

18 Also present during the regular meeting: Town Manager Frank Rush, Town Attorney  
19 Richard Stanley, Finance Director Laura Rotchford, Town Clerk Rhonda Ferebee,  
20 Police Chief Jeff Waters, Public Works Director Artie Dunn, Parks and Recreation  
21 Director Alesia Sanderson.  
22

23 Also in attendance: Ken Stone, Bicycle and Pedestrian Advisory Committee Chair.  
24

25    **3. Opening Prayer**

26 Steve Finch, active member of Emerald Isle Baptist Church, and Habitat for Humanity  
27 offered the opening prayer.

28    **4. Pledge of Allegiance**  
29

30 Hunter and Keira Cannette, children of Emerald Isle were present to lead the Pledge of  
31 Allegiance. Hunter and Keira's father Jimmy it was noted was a member of the United  
32 States Coast Guard.  
33

34    **5. Adoption of Agenda**  
35

36 ***Motion was made by Commissioner Wootten to adopt the Agenda. The Board***  
37 ***voted unanimously 5-0 in favor. Motion carried.***  
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1 **6. Proclamations / Public Announcements**

2  
3 Mayor Barber noted the following announcements for the public:

- 4  
5 • **Proclamation – Multiple Sclerosis Awareness Week (15-03-10/P1)**  
6 • **Friday Free Flick – Friday, March 13 – 7 pm – Community Center**  
7 • **24<sup>th</sup> Annual St. Patrick’s Festival – Saturday, March 14 – 9 am – 6 pm –**  
8 **Emerald Plantation Shopping Center**  
9 • **Youth Tennis Clinics – Mondays, March 16 – April 20 – 4 pm – Blue Heron**  
10 **Park**  
11 • **Police Educating the Public (PEP) – Tuesday, March 17 – 10 am & 6 pm –**  
12 **Town Board Meeting Room**  
13 • **Bicycle and Pedestrian Advisory Committee – Wednesday, March 18 – 9 am**  
14 **– Community Center**  
15 • **Planning Board Regular Meeting – Monday, March 23 – 6 pm – Town Board**  
16 **Meeting Room**  
17 • **Coffee With A Cop – Thursday, March 26 – 9 am – Rucker Johns**  
18 • **CPR and First Aid Class – Thursday, March 26 – 9 am – 1 pm – Community**  
19 **Center**  
20 • **Spring Walking Club – Fridays, March 27 – May 15 – 9 am – Community**  
21 **Center**  
22 • **El Marathon, Half-Marathon & 5K Race – Saturday, March 28 – 6:30 am –**  
23 **Western Ocean Reg Access**  
24 • **Easter Egg Hunt – Sunday, March 29 – 1 pm – Community Center**  
25 • **Friday Free Flick – Friday, April 10 – 7 pm – Community Center**  
26 • **Board of Commissioners Regular Meeting – Tuesday, April 14 – 6 pm –**  
27 **Town Board Meeting Room**  
28 • **Summer Employment Job Fair – Saturday, April 18 – 10 am – 2 pm –**  
29 **Community Center**  
30 • **Bike the Banks – Crystal Coast Lighthouse Challenge – Saturday, May 2 –**  
31 **8 am – Town Govt Complex**  
32

33 Mayor Barber noted that Ben & Jerry’s would be honoring the Wounded Warriors as  
34 they did every year with a free cone day. Mayor Barber said the ice cream was free and  
35 they took donations for the Wounded Warriors, last year raising \$3,100 for this cause.  
36 He hoped everyone would come out in support this year on Tuesday, April 14.

37  
38 **Clerks Note: A copy of Proclamation 15-03-10/P1 as referenced above is incorporated herein by reference**  
39 **and hereby made a part of these minutes.**  
40  
41  
42  
43  
44

1  
2 **7. Introduction of New Employees**  
3

- 4 a. Thomas Duty, Police Officer  
5 b. Kurt Schray, Equipment Officer  
6

7 Police Chief Jeff Waters introduced new full-time Police Officer Tom Duty. Chief Waters  
8 noted that Officer Duty started work with Emerald Isle as a part-time in June 2014 as a  
9 beach management officer and was to be promoted to full-time on March 18, 2015.  
10 Chief Waters said they were thrilled to have him onboard with the Department. Chief  
11 Waters further stated that Tom was a graduate of ECU with a Criminal Justice Degree,  
12 as well as being an avid golfer who had traveled with the NGA Tour for 7 months.  
13

14 Officer Duty felt it was an honor to work for the Town, a great department, the best staff,  
15 and an outstanding Chief; the best place to work in the State, and he was very excited  
16 to serve Emerald Isle.  
17

18 Public Works Director Artie Dunn introduced new Equipment Operator Kurt Schray.  
19 Director Dunn stated that Kurt had retired from the Air Force with a background in  
20 asphalt, street maintenance, and sidewalks. Director Dunn said Kurt had been doing an  
21 excellent job for the Town and they were happy to have him onboard.  
22

23 Kurt Schray added that he was happy to be here and looked forward to working with the  
24 Town.  
25

26 The Board and public welcomed both new employees to the Town.  
27

28 **8. Special Presentation – Ben Dadd, Emerald Isle EMS, Inc.**  
29

30 Emerald Isle EMS Chief Susan Walker and Mayor Eddie Barber recognized Ben Dadd  
31 with a presentation of plaques and a Town Flag for his many valued contributions to the  
32 Town, EMS, and citizens of Emerald Isle. The following excerpt from his memo to the  
33 Board is provided for additional background:  
34

35 The Town will formally express its appreciation to Ben Dadd, an Emerald Isle EMS, Inc. volunteer and member of the Joint EMS  
36 Committee, at the March 10 regular meeting. Ben will be relocating to Florida later this month.  
37

38 The Board formally established the Joint EMS Committee in 2005 to maintain communication and promote an effective working  
39 relationship between the Town and the non-profit Emerald Isle EMS, Inc. The Joint EMS Committee proved to a valuable liaison  
40 between the Town and Emerald Isle EMS, Inc. over the years, and Ben Dadd was instrumental in maintaining a cooperative  
41 working relationship. Ben was also heavily involved in contract negotiations and the annual budget process, and approached  
42 each with a cooperative spirit.  
43

44 The new EMS Station was opened in 2008, and Ben was the lead person for Emerald Isle EMS, Inc. during the design and  
45 construction of the new station. The new station was funded by a combination of EI EMS, Inc. reserves, proceeds from the sale

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1 of the old EMS Station, and Town funds, and was constructed on Town-owned land. Ben's leadership and assistance was  
2 invaluable during this process.  
3

4 Mayor Barber will present Ben with a plaque with the attached inscription, and also a Town of Emerald Isle flag at the March 10  
5 meeting.  
6

7 We wish Ben the very best in the next chapter of his life. His service to Emerald Isle EMS, Inc. and the Town has been  
8 appreciated, and will be missed.  
9

10 Ben Dadd said he came to this area 50 years ago having just gotten out of basic school  
11 with the Marine Corps as a 2<sup>nd</sup> Lieutenant. Ben said that 35 years later when he retired  
12 from the government he was recruited into the EMS by George McLaughlin. Ben said  
13 that George was a hero of his and represented the very kind of people he had the good  
14 fortune to work with here. Ben said this was a first class operation here and noted that  
15 one of the significant things they had done was to keep all of the assets here on the  
16 Island, away from the County so that Emerald Isle could do what they do, knowing their  
17 business better than anybody, and with so much experience here and the ability to work  
18 together with all departments, more importantly with very good people. Ben said he  
19 was leaving to go to Amelia Island, Florida close to the area where they had things set  
20 up for his wife when she had breast cancer, so he knew people there and his brother-in-  
21 law was also there. Ben said he would miss Emerald Isle and this was probably one of  
22 his saddest days.  
23

## 24 **9. Public Comment**

25  
26 **Brief Summary:** The public has the opportunity at this time to address the Board about  
27 any items of concern not on the agenda.  
28

29 There were no comments from the public.  
30

## 31 **10. Consent Agenda**

- 32  
33 **a. Tax Releases**  
34 **b. Order to Advertise Tax Liens**  
35 **c. Minutes – February 9, 2015 Special Meeting**  
36 **d. Budget Amendments AND Capital Project Ordinance Amendments**  
37

38 Town Manager Rush pointed out that the Board had at their places a revised list for  
39 Item 10b – list of outstanding taxpayers. Mr. Rush said they had reduced it by about 17  
40 taxpayers and about \$15,000 since their packets had been prepared. Mr. Rush said  
41 they would remove anyone on the list if they paid before Friday morning.  
42

43 Commissioner Wootten noted that Tax Collector Gayle Parker had achieved 99.54%  
44 collection and he felt that was not just excellent but outstanding.  
45

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

3  
4 **Clerks Note:** A copy of Consent Agenda items as noted above are incorporated herein by reference and  
5 hereby made a part of these minutes.  
6

7 **11. Recommendations – Bicycle and Pedestrian Improvements**  
8

9 **a. Resolution Authorizing Paving of Emerald Isle Woods Park Entrance Road**  
10 **(15-03-10/R1)**

11 **b. Resolution Authorizing Decorative Lighting Improvements – “Downtown”**  
12 **Bicycle Path and Sidewalks (15-03-10/R2)**  
13

14 Parks and Recreation Director Alesia Sanderson along with Bicycle and Pedestrian  
15 Advisory Committee Chair Ken Stone addressed the Board concerning this agenda  
16 item. The following excerpt from his memo to the Board is provided for additional  
17 background:

18  
19 The Board of Commissioners will receive recommendations from the Town’s Bicycle and Pedestrian Advisory Committee for two  
20 beneficial projects at the March 10 meeting. If the Board concurs, the two attached resolutions would authorize the paving of the  
21 entrance road in Emerald Isle Woods Park and the installation of decorative lighting along the bike path and sidewalk in the  
22 “downtown” area.  
23

24 Both projects would be funded by dedicated revenues in the Town’s Bicycle and Pedestrian Fund that are derived from various  
25 fundraising activities coordinated by the Bicycle and Pedestrian Advisory Committee, proceeds from the Emerald Isle Marathon,  
26 Half-Marathon, and 5K races, and other sources. The Bicycle and Pedestrian Fund currently has a balance of more than  
27 \$101,000, and an additional \$30,000 +/- is anticipated later this month from the 2015 Emerald Isle Marathon, Half-Marathon, and  
28 5K races.  
29

30 Resolution Authorizing Paving of Emerald Isle Woods Park Entrance Road

31 The Bicycle and Pedestrian Advisory Committee has identified the paving of this 0.3 mile entrance road as its highest priority.  
32 The Committee believes the paving of this entrance road will make it easier for bicyclists to access the amenities in Emerald Isle  
33 Woods Park, and it would essentially become an additional spur off of the Coast Guard Road bicycle path.  
34

35 As you know, the Town has contracted with Onslow Grading and Paving, Inc. for the resurfacing of Coast Guard Road, and this  
36 work is expected to be completed later in March. Town staff has secured a quote from Onslow Grading and Paving for the EI  
37 Woods Park entrance road to be completed at the same time, and the total cost is \$45,150 for fine grading of the existing rock  
38 base and a 2 inch asphalt overlay (the Town typically places a 1.5 inch overlay for resurfacing projects). The Board should note  
39 that the scope of work includes only the entrance road and cul-de-sac, and does not include the paving of the main parking lot  
40 and other smaller parking areas. The work does include the installation of 3 speed bumps along the entrance road to discourage  
41 speeding within the park. An aerial photo of EI Woods Park is attached to provide a better understanding of the area to be  
42 paved.  
43

44 This project would reduce the current balance in the Bicycle and Pedestrian Fund to approximately \$56,000.  
45

46 Resolution Authorizing Decorative Lighting Improvements – “Downtown” Bicycle Paths and Sidewalks

47 The Bicycle and Pedestrian Advisory Committee is also recommending the use of dedicated revenues in the Bicycle and  
48 Pedestrian Fund for the installation of new decorative lighting along the bicycle path and sidewalks in the “downtown” area. The  
49 installation of new lighting in the area between Merchants Park (new Welcome Center site) and the Town Government Complex

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1 would provide a safer environment for bicyclists and pedestrians using these features during night hours, and would also improve  
2 the overall appearance of the "downtown" area.  
3

4 Town staff has secured a revised quote from Carteret Craven Electric Cooperative for the installation of 34 decorative lights on  
5 both sides of NC 58 in the "downtown" area. The decorative lights are identical to those currently in place along the bike path  
6 between Coast Guard Road and Merchants Park, and would be installed approximately every 200 feet along this 0.6 mile length  
7 of the bike path and sidewalks. The total cost for this project is \$41,101, and the bulk of this cost is associated with directional  
8 boring to minimize construction impacts. Annual street lighting costs for these lights are expected to be approximately \$6,400,  
9 and would be included in future years' annual budgets.

10  
11 If the Board concurs, this work would be scheduled for later this fall after the 2015 summer season. The Town would provide a  
12 \$15,000 deposit in the coming weeks, and would then remit the balance of \$26,101 upon completion later this fall. The use of  
13 dedicated revenues in the Bicycle and Pedestrian Fund for this project (assuming the El Woods Park entrance road is approved)  
14 would reduce the balance in this fund to approximately \$15,000. As noted above, we anticipate an additional \$30,000 +/- from  
15 the upcoming 2015 Emerald Isle Marathon, Half-Marathon, and 5K races later this month, and that should increase the Bicycle  
16 and Pedestrian Fund back to approximately \$45,000 if these two projects are approved.  
17

18 Ken Stone, Chair of the Bicycle and Pedestrian Advisory Committee, will present these recommendations to the Board at the  
19 March 10 meeting. As you know, the Committee has been very active, and has done a terrific job over the past several years.  
20 These two projects would not be possible without their efforts, the generous donations from Emerald Isle residents and  
21 businesses, and the hard work of the organizing committee for the Emerald Isle Marathon, Half-Marathon, and 5K races.  
22

23 Parks and Recreation Director Alesia Sanderson asked committee members Brandon  
24 Staton and Wanda Collins who were also in attendance to come forward to be  
25 recognized during this item.  
26

27 Committee Chair Ken Stone stated that the committee started looking for donations in  
28 2010, and made some things happen, noting that with the assistance of committee  
29 members and others unable to be here tonight, that by this May they would have raised  
30 close to \$250,000 in donations from concerned citizens, and generous businesses.  
31 Chair Ken Stone said they couldn't have done it without Parks & Recreation Director  
32 Alesia Sanderson and Town Manager Frank Rush, and the Board, stating how thankful  
33 they were for them and the public for their generosity. Mr. Stone continued that with that  
34 said they had some money and a couple of recommendations for use of that money.  
35

36 Mr. Stone noted the first recommendation as being to pave the entrance road up to  
37 Emerald Isle Woods, with the purpose being riding bicycles in that rock was not very  
38 easy and they would not pave the parking lot area but just the entrance, a spur to the  
39 path that goes down Coast Guard Road. Mr. Stone hoped they could do this during the  
40 paving of Coast Guard Road.  
41

42 Secondly, Mr. Stone said their second recommendation was to add decorative lighting  
43 within the Town itself, the downtown area, where the new Welcome Center would be  
44 located toward the Town Hall. He felt this would light up the area, making it a little safer  
45 and add some beautification.  
46

47 The Mayor and Board thanked the Bicycle and Pedestrian Advisory Committee for their  
48 hard work and Ken Stone for being a great leader.

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1 Parks and Recreation Director Alesia Sanderson added that the paving of Coast Guard  
2 Road entrance to Emerald Woods Park was the highest priority set by the committee,  
3 with their second priority being to add the decorative lighting in the downtown area.  
4

5 Director Sanderson said to put on the Board's radar the committee was also working  
6 very hard to come up with a recommendation that would also be funded by this  
7 committee for some type of structure to go at the Welcome Center that would be a  
8 picturesque type of thing along the lines, but different from the Bluewater chair, a  
9 landmark for Emerald Isle as well as the Welcome Center.

10  
11 Commissioner Wootten asked who had been the biggest contributors. Director  
12 Sanderson stated that would be the Half-Marathon from 2014 because they received all  
13 of those proceeds, Emerald Isle Business Association proceeds over the years from the  
14 Triathlon, as well as a past beach house raffle large fundraiser led by former Mayor Art  
15 Schools, along with a few private donations made, one of those being Transportation  
16 Impact, as well as another individual Ken Ambrose who not only donated \$10,000 but  
17 he also was a wonderful basket maker and when he sold them he gave the proceeds  
18 from what he got to the committee.  
19

20 ***Motion was made by Commissioner Wright to approve both resolutions***  
21 ***(Resolution Authorizing Paving of Emerald Isle Woods Park Entrance Road, and***  
22 ***Resolution Authorizing Decorative Lighting Improvements – “Downtown” Bicycle***  
23 ***Path and Sidewalks), with our great thanks to the Bike and Pedestrian Committee.***  
24 ***The Board voted unanimously 5-0 in favor. Motion carried.***  
25

26 Parks and Recreation Director Alesia Sanderson stated for the record for the benefit of  
27 the public it should be noted that all of the funds being spent for these two projects were  
28 either donated or given to the Bike and Pedestrian committee for bike and pedestrian  
29 projects so they couldn't be used for any other projects within the Town. Some of the  
30 funding had been used to construct the path along Coast Guard Road when they did the  
31 small sections, and the money couldn't have been spent on any other town projects it  
32 was solely earmarked for bike and pedestrian uses.  
33

34 **Clerks Note:** A copy of Resolutions 15-03-10/R1 and 15-03-10/R2 as noted above are incorporated herein by  
35 reference and hereby made a part of these minutes.  
36

37 **12. Resolution Authorizing Solid Waste Collection Contract Extension –**  
38 **Simmons & Simmons Management, Inc. (15-03-10/R3)**  
39

40 Town Manager Frank Rush addressed the Board concerning this Agenda item. The  
41 following excerpt from his memo to the Board is provided for additional background:  
42

43 The Board of Commissioners is scheduled to consider the attached resolution authorizing a new 5-year contract extension with  
44 Simmons & Simmons Management, Inc. for solid waste collection services.  
45

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1 The attached resolution authorizes the Town Manager to execute a 5-year contract extension with Simmons & Simmons, subject  
2 to the same terms and conditions as the current contract. The Town's current contract with Simmons & Simmons expires on  
3 December 31, 2016, and the attached resolution would extend the contract until December 31, 2021. The attached resolution  
4 also authorizes two additional one-year extensions for 2022 and 2023 if desired by the Town at such time. As noted in the  
5 attached letter from Simmons & Simmons, they are seeking this new 5-year extension in order to provide security that will enable  
6 them to purchase 4 new solid waste collection trucks for deployment in Emerald Isle in the near future.  
7

8 The current contract includes a flat monthly fee of \$70,585, and this fee adjusts each January 1 according to the annual change  
9 in the Consumer Price Index (Southeast Urban, All Items). The Town's current solid waste services would remain exactly the  
10 same under the new contract extension. Oceanside trash would continue to be collected twice per week, year-round, on  
11 Mondays and Friday. Soundside trash would continue to be collected twice per week, year-round, on Tuesdays and Thursdays.  
12 The entire Town would continue to have recycling collected once each week on Wednesdays. Simmons & Simmons would also  
13 continue to roll empty containers back to a location adjacent to or near the structure after collection. All trash is transported to  
14 the transfer station in Newport (where it is then transported to the regional landfill in Tuscarora), and all recyclables are  
15 transported to a sorting facility in Newport.  
16

17 As you know, the Town's solid waste service needs are unique due to the presence of many permanent homes, the abundance  
18 of second homes, and the significant influx of visitors in vacation rental accommodations in the summer months. Our service  
19 design is also somewhat limited by the operating hours of the transfer station and landfill (not open on weekends), heavy traffic  
20 volumes in Emerald Isle on summer weekends, the sheer volume of solid waste collected, and the Town's geography. As a  
21 result, the Town offers a much higher level of service than most NC municipalities, and this higher level of service has evolved  
22 over time based on the unique needs of our community. Interestingly, the Town has been able to provide this higher level of  
23 service at a very reasonable cost to our customers, and the Town's solid waste fee (equivalent to \$17.50 per month per  
24 residential unit for ALL solid waste services, including yard debris and beach strand collection) is actually less than most other  
25 NC municipalities.  
26

27 Simmons & Simmons has now served the Town for more than 8 years, and has provided exceptional service during that time.  
28 Their service has always been timely, with reliable and attractive equipment, and provided by courteous and conscientious  
29 employees who strive to exceed our customers' expectations. I rarely receive complaints about the service provided by  
30 Simmons & Simmons, and often receive compliments and praise for their work. The leadership at Simmons & Simmons is also  
31 very responsive to the Town's concerns, and we have developed and maintained a very positive relationship over the years.  
32

33 Based on Emerald Isle's unique service needs, the high quality of services provided by Simmons & Simmons over the past 8+  
34 years, the positive working relationship, and my belief that the Town will not be able to secure better pricing through a  
35 competitive process at this time, I recommend that the Board approve the attached resolution authorizing a 5-year contract  
36 extension.  
37

38 The Board should note that the Town's existing contract with Waste Industries for twice weekly dumpster collection and disposal  
39 from all multi-family residential complexes will also expire on December 31, 2016. I plan to initiate discussions with Waste  
40 Industries about this contract later in 2015 or early in 2016. The Town does not offer commercial solid waste services.  
41

42 Commissioner Messer stated that he needed to recuse himself from voting on this issue  
43 as he had an interest in property that Simmons & Simmons rented.  
44

45 ***Motion was made by Commissioner Hoover to excuse Commissioner Messer***  
46 ***from voting on this item. The Board voted unanimously 5-0 in favor. Motion***  
47 ***carried.***  
48

49 Mayor Barber recognized Mr. and Mrs. Simmons who were in attendance during this  
50 meeting.  
51

1 Mayor Barber expressed that the Town heard nothing but praise about the services of  
2 Simmons and Simmons Management, Inc.

3  
4 ***Motion was made by Commissioner Hoover to approve the Resolution***  
5 ***Authorizing Solid Waste Collection Contract Extension – Simmons & Simmons***  
6 ***Management, Inc.***

7  
8 Town Manager Rush noted that the Town had contracted with Simmons & Simmons for  
9 a little more than 8 years, initially a 5-year contract and the Board approved a 5-year  
10 extension. Mr. Rush said they had done an outstanding job every step of the way in  
11 addition to being such a great group of people to work with, continuing to receive great  
12 comments about the service they provide.

13  
14 Town Manager Rush stated that the resolution if approved tonight would authorize a 5-  
15 year extension, there remained about 2 years left on the current contract, so this would  
16 be an extension for an additional 5 years at exactly the same terms, conditions, and  
17 pricing in place. Mr. Rush noted the monthly flat fee of \$70,585 with provisions for  
18 annual adjustments.

19  
20 Commissioner Wootten said he understood that this extension would facilitate the  
21 purchase of new equipment. Town Manager Rush confirmed that they planned to buy  
22 four new collection trucks.

23  
24 Following this discussion ***the Board voted on the motion made by Commissioner***  
25 ***Hoover 4-0 in favor. Motion carried.***

26  
27 **Clerks Note: A copy of Resolution 15-03-10/R3 is incorporated herein by reference and hereby made a part**  
28 **of these minutes.**

29  
30 **13. Resolution Supporting Current School Calendar (15-03-10/R4)**

31  
32 Town Manager Frank Rush addressed the Board concerning this Agenda item. The  
33 following excerpt from his memo to the Board is provided for additional background:

34  
35 The Board of Commissioners is asked to approve the attached resolution supporting the current school calendar in North  
36 Carolina. Under a 2004 law and an amendment approved in 2012, NC schools can not begin the school year earlier than the  
37 Monday closest to August 26.

38  
39 As you know, current State law was approved in response to many school systems beginning school in early August (and even  
40 late July), and the earlier school start dates were having a negative impact on tourism prior to 2004. In 2004, State law  
41 established an August 25 school start date, and that date was in effect until 2013, when the State law was tweaked to result in  
42 school beginning no earlier than Monday, August 23 and no later than Monday, August 29 each year, depending on which day of  
43 the week August 26 happens to fall on each year.

44  
45 As you know, this issue is of critical importance to the tourism industry in Emerald Isle and Carteret County, and the Town  
46 previously expressed its support for the 2004 and 2012 legislation. In fact, Carteret County room occupancy tax revenues for the

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1 month of August increased by more than 36% from 2005-2008 (after the change) over the 2001-2004 revenues. The availability  
2 of most of August for family vacations makes a big difference on the State and local economy.  
3

4 There have been several attempts in recent years to undermine the 2004 and 2012 legislation, and fortunately none of those  
5 efforts have been successful in allowing an earlier school start date. There are new efforts underway to promote an earlier  
6 school start date, and it is important for the Board of Commissioners to make Emerald Isle's position known to Governor  
7 McCrory, Representative McElraft, Senator Sanderson, and the NC General Assembly. A quick review of the NC General  
8 Assembly website identified more than 20 bills introduced this session to change the current school calendar requirements.  
9

10 Town Manager Rush noted that this item had been discussed several times in the past  
11 and the Board had approved several resolutions in the past. Mr. Rush said that  
12 unfortunately this issue still continued to come up and represented a threat to the  
13 economic well being of Emerald Isle. Mr. Rush stated that the Resolution for the Board  
14 to consider would support the current school calendar. State law was adopted in 2004,  
15 according to Mr. Rush, that required that in North Carolina schools could not begin class  
16 earlier than the Monday closest to August 26. Mr. Rush said that over the years there  
17 had been several bills introduced to try to change that, and prior to 2004 many school  
18 systems were starting early August, and one even started late July, so this resolution  
19 would simply again convey Emerald Isle's position on this issue that the Town of  
20 Emerald Isle supported the current school calendar because of the significant economic  
21 impacts on Emerald Isle, Carteret County, all over North Carolina.  
22

23 Mr. Rush also noted that if you looked at room tax collections in Carteret County during  
24 the month of August for the 4 year period from 2001 to 2004 under the old schedule  
25 when some of the schools were starting early in August and compare that with the 4  
26 year period after the law changed, the room tax collections in August went up by 36%  
27 and that was significant and underscored the impact it had on our local and state  
28 economy.  
29

30 ***Motion was made by Commissioner Messer to adopt the Resolution Supporting***  
31 ***the Current School Calendar. The Board voted unanimously 5-0 in favor. Motion***  
32 ***carried.***

33  
34 **Clerks Note: A copy of Resolution 15-03-10/R4 as noted above are incorporated herein by reference and**  
35 **hereby made a part of these minutes.**  
36

37 **14. Appointments – Joint EMS Committee**  
38

39 The Board of Commissioners addressed this item on the Agenda. The following is an  
40 excerpt of the Town Manager's memo to the Board for additional background:  
41

42 The Board of Commissioners is asked to appoint 3 members to the Joint EMS Committee (that is comprised of representatives  
43 from the Town and Emerald Isle EMS, Inc.) at the March 10 meeting. Emerald Isle EMS, Inc. has also identified 3 members to  
44 serve on this committee, resulting in a total membership of 6.  
45

46 The Joint EMS Committee was first established by the Town and EI EMS, Inc. in 2005, and the committee has played a helpful  
47 role in maintaining good communication and cooperation between the two entities since that time. In the past, the Joint EMS

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1 Committee generally met 2 or 3 times annually to review budget requests, receive updates on service issues and challenges,  
2 and consider the most effective short-term and long-term management structure for emergency medical services in Emerald Isle.  
3 The Committee has not been as active in the past couple of years, however, it may now be helpful for the Committee to be more  
4 active in the future. As discussed at the Board's February 9 budget meeting, EI EMS, Inc. now relies on paid personnel to cover  
5 all roles and all shifts, and their budget is approaching \$500,000 annually.  
6

7 The Town's previous members of the Joint EMS Committee were Commissioner Nita Hedreen, Commissioner John Wootten,  
8 and Town Manager Frank Rush. EI EMS, Inc was previously represented by EI EMS, Inc. members Ben Dadd, Joe Quigley, and  
9 Ed Naiman. With the passing of Commissioner Hedreen and the upcoming relocation of Ben Dadd, new members should be  
10 appointed to the Joint EMS Committee. EI EMS, Inc.'s Board of Directors recently appointed members Ed Naiman and Arlayne  
11 Calhoun to serve, along with Chief Susan Walker. The Board may wish to consider appointing two members of the Board, along  
12 with the Town Manager.  
13

14 Emerald Isle EMS, Inc. will submit its FY 15-16 budget request to the Town Manager by March 20. I would like to schedule a  
15 meeting of the new Joint EMS Committee soon thereafter to discuss the budget request, and discuss any other timely issues. It  
16 may also be prudent for the new Joint EMS Committee to re-examine the best long-term management structure for EI EMS, Inc.  
17 over the next year.  
18

19 As you know, the Town contracts with EI EMS, Inc. for the provision of emergency medical services, and in FY 14-15 will provide  
20 a total of \$330,000 from the General Fund. EI EMS, Inc. also anticipates an additional \$140,000 in service fees, resulting in a  
21 total FY 14-15 budget of \$470,000. As discussed at the February 9 meeting, this amount may increase by up to \$50,000 in FY  
22 15-16 to cover additional salaries and wages for EMS drivers (shifts were previously covered by volunteers). EI EMS, Inc.  
23 contracts back with the Town for financial management services, and Town staff manage accounts payable, payroll, and other  
24 activities for EI EMS, Inc. The EMS Station is owned by the Town, but is leased to EI EMS, Inc. at essentially no cost. I have  
25 attached copies of the current contracts between the Town and EI EMS, Inc. and the EMS Station lease for your information.  
26

27 ***Motion was made by Commissioner Wright to appoint John Wootten, Eddie***  
28 ***Barber, and Frank Rush to serve on the Joint EMS Committee. The Board voted***  
29 ***unanimously 5-0 in favor. Motion carried.***  
30

31 **15. Comments from Town Clerk, Town Attorney, and Town Manager**  
32

33 There were no comments from the Town Clerk or Town Attorney.  
34

35 Town Manager Frank Rush noted DOT would be inspecting the bridge the week of  
36 March 17 but he would publicize as the date was confirmed. Mr. Rush noted that beach  
37 parking fee season was set to begin on Saturday, April 18 to continue through  
38 September 13. Mr. Rush updated the Board on the status of the upcoming Marathon,  
39 Half-Marathon, 5K coming up on Saturday, March 28. Also, noted they were working  
40 hard to complete the repairs to the bike path on the east end of town that was part of  
41 the marathon route, and to finally resolve those issues for the residents in that area.  
42 Lastly, Mr. Rush noted that Josh Edmondson, currently the Planning and Inspections  
43 Director for the Town of Tarboro, had been hired as Town Planner and was scheduled  
44 to start work on April 20 and felt it would be a great addition to our team.  
45

46 The following is an excerpt from the Town Manager Comments memo to the Board  
47 providing additional background information for all items of importance:  
48  
49

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1 **24th Annual St. Patrick's Festival**

2 Preparations continue for Emerald Isle's signature event, and we are looking forward to a big crowd on Saturday, March 14. We  
3 are hopeful for a nice, warm, sunny day! Special thanks to Alesia Sanderson, Parks and Recreation Director, her staff, and other  
4 Town staff involved in the preparations for this great annual event. We also extend a special thanks to all of our great sponsors,  
5 including Transportation Impact, the title sponsor, and also the Emerald Isle Business Association for their great efforts.  
6

7 Concealed weapons, open carry weapons, and pets will not be permitted at the event, which is held solely on private property at  
8 Emerald Plantation Shopping Center. As has been the case for prior festivals, no one under 21 years of age, no smoking, no  
9 pets, and no strollers will be permitted in the beer garden. Strollers ARE allowed in all other areas of the festival.

10  
11 **NCDOT Bridge Inspection Planned for Week of March 17?**

12 Although the schedule may yet change, NCDOT has informed us that they expect to have bridge inspectors on the Emerald Isle  
13 bridge beginning Tuesday, March 17 and likely a few days after that. One lane will be closed after 8:30 am each day, and  
14 flagmen will control traffic. Once we receive confirmation of the dates, we will publicize via email newsletter, Twitter, Facebook,  
15 and Town website.  
16

17 **Regional Access Parking Fees Begin April 18**

18 Town staff will begin charging the regional access parking fee on Saturday, April 18, and will continue collecting the \$10 per  
19 vehicle fee each weekend and holiday through September 13. Free parking permits for residents and taxpayers will be available  
20 at the Town Administration Building beginning Monday, March 16.  
21

22 **Forthcoming CRC Amendment to Static Line Rules**

23 The CRC continues to work on this issue, and is expected to consider formal rule language at its April meeting. Carteret County  
24 Shore Protection Manager Rudi Rudolph is chairing an ad-hoc committee developing the proposed rule language, and I am a  
25 member of the ad-hoc committee. It is likely that the proposed rule language will retain the static line and static line exception  
26 process (with helpful revisions, namely to remove the 2,500 sq. ft. size limit in the static line exception area), but will also include  
27 an option for each oceanfront municipality to designate a "development line", seaward of which no new development could occur.  
28 All of these provisions are very helpful to Emerald Isle, and I am optimistic that the CRC will ultimately approve new rule  
29 language this year.  
30

31 **Update – 1400 Block Drainage Improvements**

32 Public Works staff are nearing completion of the installation of new catch basins and storm water pipe in the 1400 block along  
33 the new bike path. We expect to complete this work within the next week, and have made arrangements for a paving crew to  
34 resurface necessary areas within the next 3 weeks. We are working to have this area fully restored before the Emerald Isle  
35 Marathon, Half-Marathon, and 5k Races on March 28. I greatly appreciate Public Works' efforts on this project, and look forward  
36 to putting this issue behind us.  
37

38 **Additional Bike Path Paving Repairs**

39 We also expect to have all other "gaps" in the NC 58 bike path resurfaced before March 28. Morton Trucking (Jacksonville, NC)  
40 will perform this work for the Town in conjunction with the planned paving work at the Eastern Ocean Regional Access.  
41

42 **Paving of Park Drive on Soundside**

43 Morton Trucking will also pave the short segment of Park Drive after the bike path work is complete. A paved cul-de-sac will be  
44 added near the Town's soundside pier, along with a decorative street light. This work is funded by the WAMI grant, and is a part  
45 of the overall Eastern Ocean Regional Access Parking Area project.  
46

47 **Update – Eastern Ocean Regional Access Parking Area**

48 The bad weather over the past few weeks has slowed progress on this project to some degree, but SunLand Builders remains  
49 optimistic that they can complete all work by early April. The work completed to date looks terrific, and the new facility will be  
50 very attractive when complete. We expect to begin charging weekend parking fees on April 18, so I am hopeful that all work will  
51 be complete by that date.  
52  
53

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1 **Update – New Welcome Center**

2 The recent bad weather has also slowed progress on this project, however, we are still hopeful for an early summer opening  
3 date. The block foundation is in place, and we expect to see framing begin very soon.  
4

5 **Emerald Isle Marathon, Half-Marathon, and 5K Races**

6 Preparations continue for this event, and the organizing committee, led by Candace Dooley, has done a terrific job. Through  
7 March 6, a total of 1246 runners have registered for the 3 races. The 2014 event was capped at 1200 runners, so we've already  
8 exceeded that figure with approximately 3 weeks until race day.

9 Proceeds will be split evenly between Emerald Isle bike path improvements and the American Heart Association.  
10

11 **Town Planner Recruitment**

12 I am nearing the end of this process, and hope to extend a job offer within the next week or two. I am hopeful that the new Town  
13 Planner will begin work by mid-April at the latest.  
14

15 **New Transportation Impact Building**

16 We anticipate receiving plans for this new building any day now, and these plans will be reviewed by the Planning Board at either  
17 the March or April meeting, and then proceed to the Board of Commissioners soon thereafter. Town staff have been working  
18 closely with Transportation Impact to insure the new building meets all applicable Town requirements. As discussed previously,  
19 Town staff will be presenting an amendment to the Town's ordinance governing elevator shafts in conjunction with the  
20 Transportation Impact plans. The proposed ordinance amendment is intended to clarify confusing language in the Town's  
21 current elevator shaft ordinance to conform with Town staff's and the Town Attorney's interpretation of the ordinance.  
22

23 **Code Violations – The Rusty Pelican Motel**

24 Town Fire inspectors and County building inspections staff are working together to resolve various code violations at The Rusty  
25 Pelican Motel. Due to the owner's current personal issues, we do not expect The Rusty Pelican to reopen any time soon. If it  
26 does reopen, these code violations will need to be addressed before reopening.  
27

28 **Commercial Wall-Mounted Sign Ordinance Amendment**

29 Jim Jennings, Interim Planning and Inspections Director, will present a potential ordinance amendment to the Planning Board  
30 later this month that would increase the total area for wall-mounted commercial signs from 32 sq. ft. to 48 sq. ft. for businesses  
31 that front on more than one street. The maximum sign area per any one street frontage would still be limited to 32 sq. ft. This  
32 ordinance amendment may be presented to the Board of Commissioners in April or May.  
33

34 **Upcoming Retirements**

35 Police Department Customer Service Assistant Charlie Rock has retired from his full-time position with the Town, and the Police  
36 Department will soon host a retirement reception for Charlie, who has worked for the Town for nearly 16 years. Charlie will  
37 remain with the Town in a part-time capacity. Fire Engineer Sam Sawyer has also announced his retirement, effective at the end  
38 of April. Sam has also been with the Town for nearly 16 years, and the Fire Department will soon host a reception for Sam.  
39 Details on both receptions will be forwarded to the Board when finalized.  
40

41 **New Police Officer and Parks Maintenance Worker Positions**

42 Chief Waters has promoted reserve officer Tom Duty to the new full-time Police Officer position, effective later in March. Parks  
43 and Recreation is currently recruiting for the new Parks Maintenance Worker position recently approved by the Board, and we  
44 hope to have a new employee on staff by early April.  
45

46 **Town Website Redesign**

47 I have tasked VC3, our information technology consultant, with a redesign of the Town's website, and we hope to unveil the  
48 redesigned site in the next few months. Rhonda Ferebee, Town Clerk, will be working closely with VC3 on this project. We have  
49 been having recurring problems with our current website hosting service (not VC3) in recent months, and the software that we  
50 use to update our current site is also outdated and no longer supported. The redesigned website will be cleaner, and will also  
51 allow for easier updates to the website in the future.  
52  
53

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1 **Coast Guard Road Resurfacing**

2 We expect to have this work completed within the next few weeks. I have asked Onslow Grading & Paving to complete this work  
3 prior to March 28, the date of the Emerald Isle Marathon, Half-Marathon, and 5k races, so that this portion of the marathon  
4 course will be in good condition for the race.  
5

6 **Residents & Visitors Guide**

7 I realize I sound like a broken record on this issue, but I still hope to have this 2010 document updated in the coming weeks to  
8 more accurately reflect Town policies and services for the 2015 season. Unfortunately, I have not had sufficient time to devote to  
9 this project.  
10

11 **No Meeting with Vacation Rental Agencies, Local Businesses**

12 I had hoped to schedule a meeting with each of these groups this off-season to discuss items of mutual interest, however, the  
13 schedule has not allowed such meetings. I have had several informal conversations with various vacation rental company  
14 owners and business owners in the past few months, and I don't perceive any significant concerns that need to be addressed at  
15 this point. With the 2015 tourism season set to begin in the next several weeks, I don't anticipate any special meetings with  
16 these groups. I remain available to meet with any individual about any issue or concern in the meantime, and am happy to  
17 address any issues that may be raised.  
18

19 **Sales Tax Distribution Issue**

20 Despite a recent news article including comments by Newport officials urging the County Commissioners to change the sales tax  
21 distribution formula, we still do not anticipate any changes for FY 15-16. As you know, the County Commissioners are required  
22 by law to make any such change during the month of April, and they have previously informally indicated that they don't expect to  
23 make any changes this year. We continue to monitor this issue very closely, and will provide appropriate information to the  
24 Board and to our residents and taxpayers if / when necessary to enable them to engage the County Commissioners on this  
25 issue.  
26

27 **Bike the Banks Lighthouse Challenge**

28 The Bicycle & Pedestrian Advisory Committee presents the 1<sup>st</sup> Annual Bike the Banks Lighthouse Challenge on May 2. The ride  
29 begins and ends at the Community Center and offers riders 3 distance options of 25, 45 and 85 miles. Destination one is the NC  
30 Aquarium at Pine Knoll Shores. Destination two is Fort Macon in Atlantic Beach, and the final 85 mile route is the Cape Lookout  
31 Welcome Center in Harkers Island. Currently 12 participants have registered. Proceeds benefit the Town's bicycle path  
32 network.  
33

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34

35 **Beach Access Walkway Replacements**

36 B&P Services, the Town's contractor, has completed demolition and reconstruction of 1<sup>st</sup> Street walkway. Shell Drive has been  
37 demolished and is currently under construction. Shell Drive should be complete within the next two weeks. Weather has been a  
38 delaying factor in construction progress. Tracy Street will be demolished and reconstructed immediately following the completion  
39 of Shell Drive. Town staff remains optimistic that all construction will be complete in April.  
40

41 **Beach Driving Suspended for Easter Week**

42 Easter is April 5 this year. Beach driving will be closed to the public from Friday, April 3 until Monday, April 13 for Easter week.  
43

44 **ISO Inspection Results**

45 Fire Chief Walker expects to learn the Town's new ISO rating within the next few weeks, and is optimistic that the Town will  
46 either maintain its current "4" rating or improve to a "3". We are fortunate to have a great Fire Department, and I greatly  
47 appreciate their efforts on this issue.  
48

49 **Room Occupancy Tax Compliance Efforts**

50 Gayle Parker, Tax Collector, and County staff are working to contact vacation rental owners who utilize online booking sites (i.e.,  
51 [www.vrbo.com](http://www.vrbo.com), etc.) to remind them of the need to collect and remit the 6% room occupancy tax. With the continued growth in  
52 these websites, it is important for both fairness and revenue reasons to insure that all vacation rental owners are collecting and  
53 remitting the room occupancy tax.

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1  
2 **Traffic Signal Pole Request**

3 I am still optimistic that Representative McElraft and Senator Sanderson will be able to secure State funding for the requested  
4 traffic signal poles during the 2015 legislative session.  
5

6 **Landfill Tour – April 28**

7 The Coastal Environmental Partnership, operator of the Newport Transfer Station and the regional landfill in Tuscarora, has  
8 invited Town officials to tour the facility on Tuesday, April 28 at 10 am. Please let me know if you'd like to attend, and we'll get  
9 you signed up.  
10

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

12  
13 There were no further comments from the Board of Commissioners.  
14

15 Mayor Barber noted that his son and his wife were due to have a baby no later than  
16 Sunday this week and the baby would have to have open heart surgery immediately  
17 following his birth at Duke. Mayor Barber asked for everyone to please keep the family  
18 in their prayers.  
19

20 **17. Closed Session – Pursuant to NCGS 143-318.11(5), for the Purpose of**  
21 **Discussing Potential Real Estate Acquisition**  
22

23 ***Motion was made by Commissioner Messer to enter Closed Session for the***  
24 ***purpose of discussing potential real estate acquisition. The Board voted***  
25 ***unanimously 5-0 in favor. Motion carried.***  
26

27 ***Motion was made by Commissioner Hoover to return to Open Session. The***  
28 ***Board voted unanimously 5-0 in favor. Motion carried.***  
29

30 Upon returning to open session ***motion was made by Commissioner Messer to***  
31 ***approve the Resolution Authorizing Purchase of the lot in question (0.3 acre***  
32 ***vacant lot adjacent to Town-owned property)and the Budget Amendment for***  
33 ***\$150,000 from fund balance to pay for it. The Board voted unanimously 5-0 in***  
34 ***favor. Motion carried.***  
35  
36  
37  
38  
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41  
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43  
44  
45  
46

1 **18. Adjourn**

2

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

5

6 ***The meeting was adjourned at 7pm.***

7

8 Respectfully submitted:

9

10

11

12 Rhonda C. Ferebee, CMC, NCCMC

13 Town Clerk

DRAFT