

1 **MINUTES OF THE REGULAR SCHEDULED MEETING**
2 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**
3 **MONDAY, NOVEMBER 10, 2014 – 6:00 P.M.**
4 **TOWN BOARD MEETING ROOM**
5
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, Jim
16 Normile, Floyd Messer, John Wootten, and Maripat Wright.
17

18 Also present during the regular meeting: Town Manager Frank Rush, Town Attorney
19 Richard Stanley, Town Clerk Rhonda Ferebee, and Fire Chief Bill Walker.
20

21 Also present: Patrick Flanagan, DownEast RPO, and Terri Ashby, and Jerri Jo Miller,
22 Gateway Western Carteret Community Alliance.
23

24 **3. Opening Prayer**

25 Mayor Barber stated veteran Col. Irving Monclova (Ret, US Army) so faithfully served
26 our community in the Neighborhood Watch Committee, and he felt it only fitting that he
27 be asked to lead our prayer. Col. Monclova offered the opening prayer for the meeting.

28 **4. Pledge of Allegiance**
29

30 All who were present recited the Pledge of Allegiance led by Col. Irving Monclova .
31

32 **5. Adoption of Agenda**
33

34 Town Manager Frank Rush requested that the Board remove Consent Agenda Item
35 9-f) "Whistleblower" Policy from the Agenda to allow time to work on an issue.
36

37 ***Motion was made by Commissioner Messer to approve the Agenda as amended.***
38 ***The Board voted unanimously 5-0 in favor. Motion carried.***
39

40 **6. Service Award – Jeff Strawser, Fire Captain (25 Years)**
41

42 Mayor Barber, Town Manager Rush, and Fire Chief Walker recognized and thanked
43 Fire Captain Jeff Strawser for his 25 years of service to the Town of Emerald Isle,
44 presenting him with a service award plaque. Captain Strawser began his employment

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 2 of 14

1 with the Town in 1989 and rose through the ranks to Fire Captain. Fire Chief Walker
2 noted that Captain Strawser in addition to his leadership on the fire scene and in the
3 station was solely responsible for overseeing the Town's Beach Patrol and Lifeguard
4 program, which had grown significantly thanks to his efforts.
5

6 **7. Proclamations / Public Announcements**
7

8 Mayor Barber recognized Dr. Kerry Youngblood, President of the Carteret Community
9 College in attendance.
10

11 Dr. Youngblood stated it was a privilege for him to be at the Town Board meeting, along
12 with Michael Curtis, a Trustee of the Carteret Community College. Dr. Youngblood
13 wanted to personally express how much it had meant to him personally to have worked
14 with Floyd Messer over the past 4 years as one of his employers, on the College
15 Governing Board. Dr. Youngblood said he had worked for Boards of Directors for over
16 26 years and he had met a lot of Board members in that time and he had met none
17 better than Floyd Messer, or anyone more straightforward and honest. Dr. Youngblood
18 said it had been an absolute delight and spoke of being with Floyd during discussions
19 with businesses, including one very successful business here in Emerald Isle to
20 approach them about their interest in supporting the college financially and when they
21 walked away with \$50,000, he immediately saw first hand and understood how Floyd
22 was so successful in the automobile business, and in any other business he was in
23 because he was the consummate gentleman and the consummate salesman. Dr.
24 Youngblood noted that they had talked about giving Floyd recognition at their Trustee
25 meeting the following day but had decided they would like to bestow their award to
26 Floyd here in front of his peers. Dr. Youngblood and Trustee Michael Curtis then
27 presented Mayor Pro-tem Floyd Messer with an Award expressing the deep
28 appreciation for his unselfish and dedicated service given to Carteret Community
29 College as a member of the Board of Trustees. Dr. Youngblood also announced that
30 Floyd had just been sworn in as the Chair of the Carteret Community College
31 Foundation Board.
32

33 Mayor Barber noted the following announcements for the public:
34

- 35 • **Veterans Day Holiday – Tuesday, November 11 – Town Offices Closed,**
- 36 **Community Center Open**
- 37 • **Board of Adjustment Meeting Cancelled – November 12**
- 38 • **Friday Free Flick – Friday, November 12 – 7 pm – Community Center**
- 39 • **Bicycle and Pedestrian Advisory Committee Meeting – Tuesday, November**
- 40 **18 – 9 am – Community Center**
- 41 • **Police Educating The Public – Tuesday, November 18 – 10 am – Town**
- 42 **Board Meeting Room**

- 1 • **First Aid / CPR Class – Tuesday, November 18 – 10 am – 2 pm – Community**
- 2 **Center**
- 3 • **Coffee With a Cop – Thursday, November 20 – 9 am – Emerald Grill**
- 4 • **Planning Board Meeting Cancelled – November 24**
- 5 • **Thanksgiving Holiday – Thursday, November 27 and Friday, November 28 –**
- 6 **Town Offices Closed**
- 7 • **Community Center closed on Thursday, November 27 but open on Friday,**
- 8 **November 28**
- 9 • **No trash collection on Thursday, November 27 or Friday, November 28**
- 10 • **Emerald Isle Christmas Parade – Saturday, November 29 – 3 pm – NC 58**
- 11 • **Holiday Arts and Crafts Fair – Saturday, November 29 – 8 am – 6 pm –**
- 12 **Community Center**
- 13 • **Board of Commissioners Regular Meeting – Tuesday, December 9 – 6 pm –**
- 14 **Town Board Meeting Room**

16 **8. Public Comment**

17

18 **Brief Summary:** The public has the opportunity at this time to address the Board about

19 any items of concern not on the agenda.

20

21 There were no comments from the public.

22

23 **9. Consent Agenda**

- 24
- 25 a. **Tax Releases**
- 26 b. **Budget Amendment – General Fund (Police Grant)**
- 27 c. **Budget Amendment – General Fund**
- 28 d. **Budget Amendment – General Fund (Fire Station 1 Generator)**
- 29 e. **Resolution Amending Personnel Policy (Suspension Length) (14-11-10/R1)**
- 30 f. **~~“Whistleblower” Policy~~ (Item f. Removed from Consent Agenda)**
- 31

32 ***Motion was made by Commissioner Wright to approve the Items on the Consent***

33 ***Agenda removing Item (f). The Board voted unanimously 5-0 in favor. Motion***

34 ***carried.***

35

36 **Clerks Note:** A copy Resolution 14-11-10/R1 along with all other Consent Agenda items as noted above are

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

38

39 **10. Presentation – Gateway Western Carteret Community Alliance**

40

41 Terri Ashby, and Jerri Jo Miller, Board members of the Gateway Western Carteret

42 Community Alliance addressed the Board concerning this agenda item. The following

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 4 of 14

1 excerpt from Town Manager Rush's memo to the Board is provided for additional
2 background:

3
4 The Board of Commissioners is scheduled to receive a brief presentation from Terri Ashby and Jerri Jo Miller, two Board
5 members for the new Gateway Western Carteret Community Alliance, at the November 10 meeting. They will share information
6 about the new group, as well as the "Crystal Coast Festival of Lights" event planned for December.

7
8 The Gateway Western Carteret Community Alliance ("Gateway Community Alliance") is a nonprofit organization made up of
9 businesses and citizens that reside in the towns of western Carteret County. The impetus behind its creation has been the need
10 to bring awareness of the unique recreational and business opportunities in western Carteret County for visitors and residents
11 alike. The Gateway Community Alliance promotes the enrichment of western Carteret County through beautification projects,
12 community events and festivals, including the "Festival of Lights". The group's aim is to increase recognition of western Carteret
13 County.

14
15 The 2nd annual "Crystal Coast Festival Of Lights" will be held in December in Cape Carteret and Cedar Point. The event includes
16 significant lights and holiday decorations in the area, encourages shopping in local businesses, and also includes a scavenger
17 hunt, the live nativity scene at Emmanuel Baptist Church in Cedar Point, and photos with Santa Claus. Terri Ashby and Jerri Jo
18 Miller plan to present the Town with a \$200 contribution toward additional Christmas lighting in Emerald Isle.

19
20 As you know, the Town has purchased a new, ~ 25 ft. tall lighted Christmas tree decoration that will be erected on the NC 58
21 right of way across from Emerald Plantation Shopping Center prior to the Town's 11th annual Christmas Parade on November
22 29. Town staff will also install additional Christmas decorations prior to the parade.

23
24 The Gateway Community Alliance primarily consists of residents and businesses in Cape Carteret and Cedar Point, although
25 there is involvement from Emerald Isle residents and businesses also. As I have discussed with the Mayor and Board in the
26 past, I think it's great to have events like the "Crystal Coast Festival of Lights" organized by the business community and groups
27 like the Gateway Community Alliance, and there are similar community events held in Emerald Isle. As you know, the Emerald
28 Isle Business Association provides assistance with the annual St. Patrick's Festival and the annual Christmas Parade, and it
29 would be great to add other new events in the future.

30
31 Ms. Ashby stated that they formed the Gateway Western Carteret Community Alliance
32 in July in order to specifically help western Carteret County. Ms. Ashby said they hoped
33 to bring the townships together. They thought if they pulled Emerald Isle together with
34 Cape Carteret, Cedar Point, Peletier, and Bogue and worked together they could
35 increase the awareness of western Carteret County. Ms. Ashby spoke of the Crystal
36 Coast Festival of Lights that would take place in Cape Carteret and Cedar Point this
37 year, having started out in Cedar Point the past year they had added Cape Carteret this
38 year. Ms. Ashby said they held a golf tournament to help support the festival of lights
39 initiative for Cape Carteret and Cedar Point. Ms. Ashby said for the townships not
40 involved this year they were giving a \$200 check, and they also had checks to present
41 to Cape Carteret and Cedar Point. Ms. Ashby said they hoped the \$200 check they
42 presented to Emerald Isle would help encourage them to come onboard next year with
43 the Crystal Coast Festival of Lights and the Alliance could hopefully raise more money
44 and present the Town with an even bigger check next year. Ms. Ashby hoped that this
45 festival would grow and become a huge event and help bring more business into our
46 townships during the shoulder season for businesses and bring us together as a
47 community too.

48

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 5 of 14

1 Mayor Barber and the Board thanked the Alliance for their presentation and for the \$200
2 check to Emerald Isle.

3
4 **11. Presentation – NC 58 Corridor Study**

5
6 Patrick Flanagan, lead Planner for the DownEast RPO addressed the Board concerning
7 this agenda item. The following excerpt from Town Manager Rush’s memo to the Board
8 is provided for additional background:

9
10 The Board of Commissioners is scheduled to receive a brief presentation from Patrick Flanagan, Planning Director for the
11 Eastern Carolina Council of Governments and lead support person for the DownEast Rural Planning Organization, about a new
12 study of the NC 58 corridor through Emerald Isle (and the rest of Bogue Banks and nearby mainland areas).

13
14 The NC 58 Corridor Study is in very beginning stages, and is expected to take several months and perhaps up to one year to
15 complete. The study will examine the corridor roughly from the NC 24/58 intersection in western Carteret County, all along
16 Bogue Banks, and to the US 70 area in Morehead City near the Atlantic Beach bridge. The study will include both short-term
17 and long-term recommendations, and could include site-specific recommendations that include the following potential solutions:

- 18
19
- 20 • access management,
 - 21 • medians,
 - 22 • turn lanes,
 - 23 • additional lanes,
 - 24 • intersection improvements,
 - 25 • bicycle and pedestrian improvements,
 - 26 • beautification projects,
 - 27 • managed lanes,
 - 28 • public transportation, and/or
 - 29 • “roundabouts”, and others.

30 The NC 58 Corridor Study is being initiated in response to potential concerns associated with projects included in the draft
31 Carteret County Comprehensive Transportation Plan (CTP) that will soon be finalized by NCDOT. I have attached an excerpt
32 from the CTP that includes specific references to Emerald Isle for your review, and the CTP references improvements all along
33 NC 58 in Emerald Isle that may or may not be acceptable to our community.

34
35 I believe the NC 58 Corridor Study will be helpful in addressing concerns about traffic congestion in our area, and look forward to
36 the Town’s participation in the study. Patrick Flanagan has indicated that the study will essentially refine the recommendations in
37 the CTP and seek to identify solutions that are consistent with each community’s goals. My sense is that NCDOT values the
38 support of the local communities, and I am hopeful that the NC 58 Corridor Study will result in the identification of transportation
39 improvements that will improve traffic flow, are realistic and affordable, and that are supported by Emerald Isle. I am also
40 hopeful that the study may also present other opportunities to enhance the aesthetics of the NC 58 corridor and further promote
41 bicycle and pedestrian travel along NC 58.

42
43 As you know, the Town’s Land Use Plan includes very specific policy statements regarding NC 58 and the bridge, and I have
44 pasted an excerpt from these policies below to refresh the Board and the public:

45
46
47 **EXCERPT – EMERALD ISLE LAND USE PLAN (2004)**

48 3.1. The Town supports improving traffic safety and the traffic capacity of the NC 58 corridor on and adjacent to
49 Bogue Banks to better accommodate seasonal peak traffic volumes.

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 6 of 14

1
2 3.1.1. Two travel lanes with a center turn lane and bicycle lanes is the preferred cross-section for NC 58
3 through the existing commercial area, from the Coast Guard Road intersection to the vicinity of Mile-post 17.
4 From this area to the city limits the preferred cross-section is 2 travel lanes and 2 standard bicycle lanes.
5

6 3.1.2. The Town strongly supports a corridor design that does not create a barrier between the ocean side
7 and the sound side and that provides for sufficient safe crossings to allow pedestrians and bicyclers to safely
8 cross the highway.
9

10 3.2. The Town endorses funding to provide transportation improvements that enhance area access and travel within
11 the region without harming Emerald Isle's "small town atmosphere."
12

13 3.3. The Town supports development of the system of pathways and crosswalks as recommended by the Highway 58
14 Corridor Committee. The Town encourages additional planning to expand the pathway system to major destinations
15 throughout the community.
16

17 3.4. The Town will undertake a long range planning process for additional east-west access through the commercial
18 concentration at Bogue Inlet Drive. The plan will focus on relief of traffic congestion at this location and support further
19 development of this area into the Emerald Isle Town Center.
20

21 3.5. The Town will seek to form a partnership with other Bogue Banks communities and the NC Department of
22 Transportation to develop a strategy for additional access between the mainland and the island to address seasonal
23 traffic demand and to provide faster and safer access in times of storms. The Town is opposed to widening the existing
24 Langston Bridge or building a parallel bridge as a solution to improved access. The Town supports a mid-island bridge
25 as a preferred solution to congestion on NC 58. A mid-island bridge would tie-in to the NCDOT's regional plan to
26 expand Hibbs Road to 5 lanes from NC 24 to NC 70 and provide an additional evacuation route for people living in the
27 middle of Bogue Banks.
28

29 3.6. The Town will ensure that land use and development decisions and management of transportation facilities
30 complement and enhance each other.
31

32 Although these policy statements were developed in 2004, I believe they still accurately reflect the will of the people of Emerald
33 Isle. Unless otherwise directed by the Board, I intend to consider all aspects of the NC 58 Corridor Study in the context of these
34 policy statements in order to most effectively protect and promote the Town's interests.
35

36 Patrick Flanagan, DownEast RPO Lead Planner outlined the highlights and key points
37 of the proposed NC 58 Corridor Study. Mr. Flanagan stated that the committee would
38 take a snapshot look at existing conditions, crash data, traffic counts, stop lights, land
39 use and review projects that came out of the comprehensive transportation plan and
40 would also review some legacy projects that were already in the prioritization process of
41 NCDOT. They would try to determine what Emerald Isle, and the other towns and
42 intersections really needed right now and in the short term to potentially have better
43 projects to submit for prioritization and funding at NCDOT the next round.
44

45 Mr. Flanagan stated that they would be updating the Town along the way as they
46 reached milestones. They also planned on addressing and engaging the towns and
47 public for their feedback as to what they wanted on the island and the mainland.
48

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 7 of 14

1 Commissioner Wootten asked how they defined the problem. Mr. Flanagan said a lot of
2 the projects that came out of the comprehensive transportation plan were defined by
3 traffic volumes and because of the huge fluctuation they had in this area they hoped to
4 get NCDOT to do more localized traffic counts that were seasonal to get more accurate
5 data and identify where the problems may be but also to look at crash data and see
6 what intersections may need a tweak for safety reasons. They hoped to get much more
7 specialized data to identify those problems for the area.

8
9 Town Manager Rush said he understood the study would take about a year and asked
10 Mr. Flanagan what the realistic timeframe was for future improvements. Mr. Flanagan
11 said the prioritization process happened every two years, they just finished the most
12 recent one and they would find out what actually got funded the first week in December.
13 There would be a two year window before going through that process again so they
14 want to get this study done within a year but they also want to take the time to have
15 NCDOT come out and do those accurate traffic counts with seasonal data so that would
16 really drive the timeline but they were absolutely going to get it done before the next
17 round of prioritizations so they could put in the more specialized and improved projects
18 for this process. Mr. Flanagan said this was still a program of 5 years of spending at
19 NCDOT so the luckiest bet was they would be building a project in 4 years if you had a
20 standout project that was the highest ranking thing in the area. It would still require
21 permitting, engineering and so it was a multi-year process.

22
23 Mayor Barber stated he served on the Transportation Committee and he had been very
24 vocal about the idea of putting medians on Highway 58 in Emerald Isle, he thought it
25 would be a disaster here. He felt that they were very much opposed to that if you look
26 at their Land Use Plan of 2004 and felt it was still true today how they felt about
27 transportation patterns.

28
29 Mr. Flanagan said they want to figure out what the Town does want and start from there
30 as opposed to saying here is what NCDOT thinks you need and then you end up with
31 something no one really wants.

32
33 Town Manager Rush felt it had been refreshing to see good cooperation from NCDOT
34 and they really want the Towns to be on board with projects, and he hoped for a good
35 outcome from this study.

36
37 Commissioner Wootten said this may be a good reason to update the Land Use Plan
38 that was now 10 years old to get a fresh statement of what the citizens want for the
39 Town. Town Manager Rush said this was an item that would be tasked to the new
40 Planning Director when they come onboard.

41

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 8 of 14

1 Commissioner Hoover felt the timing of lights at the 24/58 intersection in Cape Carteret
2 could be an improvement now. Mr. Flanagan said that was something they could take
3 to NCDOT now and see about seasonal adjustments.
4

5 **12. Presentation – ISO Rating Update**
6

7 Fire Chief Bill Walker addressed the Board providing a PowerPoint presentation
8 concerning this agenda item. The following excerpt from Town Manager Rush's memo
9 to the Board is provided for additional background:

10
11 Fire Chief Bill Walker will brief the Board on the Town's upcoming ISO (Insurance Services Office) rating inspection scheduled
12 for January 2015. The Town has not had a new rating assigned since 1998, when a "4" rating was assigned, which is excellent
13 for a community like Emerald Isle. Chief Walker and I are hopeful that the "4" rating will be maintained, and hopefully will
14 improve to a "3" rating.
15

16 The ISO rating is used by the insurance industry to determine homeowners and fire insurance premiums. The ratings range from
17 1 to 10, with 1 being the best rating. The rating is based on the overall fire protection capability within a community, and
18 considers the Fire Department's capabilities (50%), the water supply system (40%), and the emergency communications system
19 (10%). The Town of Emerald Isle only has direct control over the Fire Department, but is fortunate to be well-served by Bogue
20 Banks Water Corporation and the Carteret County E911 Center, both of whom are working in close cooperation with EIFD staff
21 on this process.
22

23 Chief Walker's presentation will go into detail about the EIFD services, staffing, and equipment, the factors that impact the ISO
24 rating, and will identify our perceived strengths and weaknesses for the upcoming rating inspection. Chief Walker will also touch
25 on the likely impacts on our property owners' insurance premiums, which we do not expect to be significant (either way). Based
26 on information provided by several local insurance agents, the insurance premiums for most properties in Emerald Isle will be the
27 same if the rating is a 1, 2, 3, 4, 5, or 6, and the premiums would only increase if the Town's rating falls to a "7" or higher, which
28 is highly unlikely. There is a difference in premiums for some condominium properties and commercial properties, however, as
29 long as the Town's rating remains at a "6" or lower, the differences in premiums are very minor.
30

31 Chief Walker outlined the details regarding the upcoming rating inspection by the ISO
32 (Insurance Services Office) for the Board and public, noting all that the Fire Department
33 had been doing in preparation.
34

35 Chief Walker fielded several questions from the Board. Town Manager Rush
36 commended Chief Walker and the Fire Department for their hard work particularly so on
37 this project. Mr. Rush stated that the Fire Department had been very clear in identifying
38 areas where we were a little weak and then focused on areas where we could make up
39 for that weakness. He hoped they would go from a 4 to a 3 rating so they felt it would
40 be a negligible impact on our property owners as a result of the hard work by the
41 department.
42

43 **Clerks Note: A copy of Chief Walker's PowerPoint Presentation as referenced above is incorporated herein**
44 **by reference and hereby made a part of these minutes.**
45
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47

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

2
3 It was noted that Town Attorney Richard Stanley had been unable to attend the meeting
4 due to a conflict with the Town of Beaufort's town meeting on this same night. Richard's
5 partner Attorney Margaret Poindexter was able to serve in the role tonight as our Town
6 Attorney.

7
8 There were no comments from the Town Clerk or Town Attorney.

9
10 Town Manager Frank Rush was pleased to announce that Laura Rotchford had
11 accepted the position as our new Finance Director. She would begin work on
12 December 15. Mr. Rush said there would be time for her to work together with Mitsy
13 Overman before her retirement after the first of the year. Mr. Rush said they were
14 excited to have Laura come on board with the Town; Laura had two Masters degrees, a
15 CPA, and a lot of experience with the City of Jacksonville, as well as the private sector
16 that would really help our organization going forward.

17
18 Town Manager Rush said he was still interviewing candidates for the Planning Director
19 position working toward having someone onboard the first of the year. Mr. Rush said he
20 was pleased to have Jim Jennings help on an interim basis. Mr. Rush said they had
21 been relying on Carteret County for our building inspections exclusively for the past 3-4
22 days and things had been going well, no real interruptions in our service, they had been
23 timely on inspections.

24
25 Town Manager Rush updated the Board on the status of the new Welcome Center
26 stating that he hoped to bring the plans at either the December or January meeting,
27 hopefully accompanied with a construction contract recommendation. Mr. Rush said he
28 was hopeful for the Welcome Center to be open by Memorial Day weekend but it would
29 be tight and may well be into the summer before it opened.

30
31 The following is an excerpt from the Town Manager Comments memo to the Board
32 providing additional background information for all items of importance:

33
34 **New Finance Director**

35 I am pleased to announce the selection of Laura Rotchford as the Town's new Finance Director. Laura is a
36 certified public accountant, holds a Master of Science in Accounting and an MBA, and currently serves as
37 the Finance Manager for the Accounting Division in the City of Jacksonville Finance Department. Laura will
38 begin work with the Town in early/mid December, and will work closely with retiring Finance Director Mitsy
39 Overman until her retirement in early January.

40
41
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MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 10 of 14

1 **County Inspectors Conducting Emerald Isle Building Inspections**

2 With the recent resignation of Chief Building Inspector Jim Taylor, we are now utilizing inspectors from
3 Carteret County's Western Office to perform all building inspections for the Town. Interim Planning Director
4 Jim Jennings will handle the administration and enforcement of Town ordinance requirements.

5
6 I am currently advertising for a new Town building inspector (and perhaps two), and a copy of the
7 advertisement is attached. The deadline for applications is November 26.

8
9 **Planning and Inspections Director Recruitment**

10 I have completed interviews with 3 qualified candidates, and will interview 2 additional candidates this
11 week. My goal is to have a new employee on board by early January.

12
13 **New Welcome Center Plans**

14 I have attached a copy of the building plans for the new Welcome Center. I am pleased with the design,
15 and the official plans and the site plan will be presented to the Planning Board no later than their December
16 meeting, and will be presented to the Board for formal approval soon thereafter. I will be soliciting bids for
17 the construction of the new building in December also, and plan to present a construction contract
18 recommendation to the Board at your January meeting.

19
20 **RetireNC Presentation**

21 Andre Nabors, a representative of the NC Department of Commerce, will attend the December 9 meeting to
22 brief the Board on the RetireNC program. RetireNC is a State marketing program aimed at luring retirees
23 to specific NC communities from other areas of the country.

24 **Comprehensive Review – Chapter 8 - Animals**

25 I had initially hoped to have a comprehensive rewrite of the Town's ordinances regulating animals on the
26 November meeting agenda, but was unable to complete a draft in time for the November 10 meeting. I am
27 hopeful that a new Chapter 8 will be presented to the Board at the December 9 meeting.

28
29 There are a few policy questions that we are researching and reconsidering, and you may see
30 recommendations for new provisions regarding the following:

- 31
32
- 33 • declaration of dangerous dogs, and potential removal,
 - 34 • regulation of feral cat colonies and feeding stations,
 - 35 • ability to keep chickens, etc.

36 **Beach Access Walkway Replacements**

37 Alesia Sanderson, Parks and Recreation Director, will soon be soliciting construction bids for the
38 replacement of beach access walkways at 1st Street, Shell Drive, and Tracy Street. If we have any
39 remaining funds left in the budget for these walkways, I am also planning to solicit bids for the construction
40 of a short walkway segment in Emerald Isle Woods Park that would enable easier monitoring of the Town's
41 storm water system and provide a safer, more attractive trail near Cape Emerald.

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MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 11 of 14

1 **Christmas Parade – November 29**

2 Police Department and Parks and Recreation staff are assisting Don Wells, the new parade coordinator,
3 and the EI Business Association with final plans for the 11th Annual Christmas Parade on Saturday,
4 November 29 at 3 pm. The parade will begin at the Town Government Complex and travel west on NC 58
5 to Mangrove Drive (a reverse route from prior years).

6
7 **EI EMS, Inc. Financial Statement**

8 Emerald Isle EMS ended FY 13-14 with a slight surplus, and has a total fund balance of \$16,321 as of June
9 30, 2014. These funds are being reserved for future EMS vehicle replacement.

10
11 EI EMS ended FY 13-14 with total revenues of \$450,890 (\$315,000 from the Town and \$135,890 from
12 service fees) and total expenses of \$439,044.

13
14 **Eastern Ocean Regional Access (EORA) Parking Lot Improvements**

15 We have scheduled a pre-construction meeting with SunLand Builders for this project for November 20,
16 and construction should begin soon thereafter. The EORA will be closed during the construction period.

17
18 The Town's variance request to the CRC will be considered either December 17 or February 18, and we
19 don't expect these dates to negatively impact the construction process.

20
21 We will also be seeking a change order from SunLand for additional improvements to the EORA facility to
22 be funded with the remaining WAMI grant funds. Any change orders will be reviewed by the NC Division of
23 Marine Fisheries (grant administrator) and then presented to the Board for consideration.

24
25 Our goal is to complete all improvements and reopen the Eastern Ocean Regional Access by April 1, 2015.

26
27 **Coast Guard Road Resurfacing**

28 We expect Onslow Grading & Paving to complete this resurfacing work within the next couple of weeks
29 before the air temperatures become too low for paving.

30
31 **Eastern EI Bike Path Modifications**

32 Barnhill Contracting completed paving repairs to the new bike path on November 5, and we will release full
33 payment very soon.

34
35 Public Works staff will soon begin the gradual removal of the hog-slat drainage features this winter, and will
36 also perform the asphalt repairs. Our goal is to complete the removal of as many hog-slats as possible
37 prior to April, and then remove any remaining locations after the 2015 summer season.

38
39 The Town's engineers are currently finalizing a design for new storm water features along the new bike
40 path in the 1400 block, and we hope to secure construction bids for that work later in November and begin
41 work soon thereafter. We greatly appreciate the patience and understanding of the property owners in this
42 area, and will be working to resolve these concerns this winter.

43

MINUTES OF THE REGULAR MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
NOVEMBER 10, 2014
Page 12 of 14

1 **Static Line Exception Rule Changes**

2 The rule amendment process will likely require several months, but the CRC appeared to indicate its
3 preliminary approval to eliminate the 2,500 sq. ft. size limit for structures in the static line exception area at
4 its October meeting. I continue to be involved in the drafting of new regulations with other local officials,
5 and we expect to present proposed language to the CRC in December or February.

6
7 **Islander Drive Properties**

8 Unfortunately, I have not had any more communication with the group interested in constructing a new
9 adventure park on Islander Drive, and I presume they have abandoned their plans.

10
11 I did, however, meet recently with one of the partners in the ownership group for the abandoned go-kart
12 track on Islander Drive, and I am considering potential strategies to acquire that land at minimal cost to the
13 Town. I hope to present some ideas to the Board at your budget planning retreat in January or February.

14
15 **Bike Path / NC 58 Edging**

16 With assistance from the Town of Cedar Point, Town staff recently completed the edging of the entire
17 length of bike path in the Town to remove encroaching growth. I have asked Town staff to place more
18 emphasis on preventing the growth of grass onto the path in the future, and we will also be exploring
19 potential new equipment to enable Town staff to complete this work in an efficient manner. Town staff also
20 recently edged NC 58 from the Town Government Complex to the EI bridge, in an effort to have the Town
21 looking as nice as possible for the upcoming Christmas Parade.

22
23 **Decorative Lighting for “Downtown” Area?**

24 I have been discussing the idea of using some of the funds earmarked for future bicycle and pedestrian
25 improvements with Ken Stone, Chairman of the Bicycle and Pedestrian Advisory Committee, for the
26 installation of new decorative lighting along the bike path and sidewalks in the “downtown” area between
27 Merchants Park and the Town Government Complex. There is approximately \$100,000 available in
28 reserve, and it may be possible to allocate a portion of these funds for the decorative lighting
29 improvements. The total estimated cost for new decorative lighting on both sides of NC 58 is
30 approximately \$45,000 - \$65,000, depending on the spacing.

31
32 I plan to investigate this idea further in the next few months, and present a strategy to the Board at your
33 budget planning workshop in January or February.

34
35 **12th Street Drainage Issue**

36 In response to chronic short duration, severe nuisance flooding on Ocean Drive at 12th Street, I am
37 contemplating the excavation of nearly the entire width of the 25 ft. public beach access easement between
38 Ocean Drive and the beach access walkway to allow for storm water to infiltrate rather than pond on Ocean
39 Drive. If this approach is taken, a new wooden walkway extension (approximately 85 feet) would be
40 installed to enable the public to traverse the infiltration basin. I plan to investigate this idea further in the
41 next few months, and seek to include necessary funding in the FY 15-16 budget.

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NOVEMBER 10, 2014
Page 13 of 14

1 **Town facebook Page**

2 The Town has maintained the “Friends of Emerald Isle” facebook page for the past several years, and has
3 used the page primarily for tourism-related content, special event info, and emergency information. I am
4 currently contemplating the proper approach to expand the Town’s use of the facebook page for more
5 substantive information, dialogue, and feedback on the Town’s services and projects, and hope to
6 implement a greater Town presence on facebook in the future.

7
8 This initiative is not as simple as it may sound on the surface, and will require considerable thought to
9 manage the page appropriately, establish policies for public comment and dialogue, and will require staff
10 time. Regardless, I believe it is increasingly important for the Town to better embrace and utilize this
11 communication tool in the future, as many of our customers are actively engaged on facebook.

12
13 **Non-Profit Banner Holders**

14 We are still planning to install new, attractive banner holders at strategic locations along NC 58 for non-
15 profit banners. I hope to have these in place sometime this winter or coming spring.

16
17 **Coast Guard Road Bike Path Lighting**

18 Carteret Craven Electric Cooperative will soon be installing 18 new street lights (traditional street lights)
19 along the Coast Guard Road bike path, fulfilling a key goal of the Bicycle and Pedestrian Advisory
20 Committee. Care has been taken to locate the new lights in the most unobtrusive locations along the path.

21
22 **Commercial Slips at Public Boating Access Area**

23 I still hope to secure necessary permits for the establishment of 8 – 12 commercial slips to be leased by the
24 Town to commercial enterprises, but have not had the time to devote to this project in recent months.

25
26 **New Emerald Isle Logo**

27 I have reviewed a few potential new Emerald Isle logos, and continue to work with the graphic designer on
28 the most appropriate ideas to share with the Board and others. In response to previous Board comments, I
29 am working to incorporate the existing Town seal into the logo design, and hope to present ideas to the
30 Board and others later this winter.

31
32 **Tennis Court Resurfacing / Basketball Court Improvement**

33 The tennis courts at Blue Heron Park were recently resurfaced and re-marked, and we are pleased with the
34 improvement. A separate contractor will soon install a new concrete surface on the basketball court
35 adjacent to the tennis courts, which is in great need of improvement.

36
37 **JLUS Meeting – November 13**

38 The first meeting of the Joint Land Use Study Policy Committee is scheduled for November 13 in Beaufort.
39 Mayor Barber and I plan to attend to represent Emerald Isle in this planning effort with MCAS Cherry Point
40 and MCALF Bogue.

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NOVEMBER 10, 2014
Page 14 of 14

1 **NCBIWA Meeting – November 17 - 18**

2 Mayor Barber, Commissioner Hoover, Commissioner Wootten, and I plan to attend the annual meeting of
3 the NC Beach, Inlet, and Waterway Association in Wrightsville Beach next week. A copy of the draft
4 agenda is attached.

5
6 **14. Comments from Board of Commissioners and Mayor**

7
8 There were no further comments from the Board of Commissioners.

9
10 Mayor Barber noted the Mustache for Kids fundraising and encouraged donations that
11 would provide two scholarships for two Croatan seniors this year.

12
13
14 **15. Adjourn**

15
16 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board***
17 ***voted unanimously 5-0 in favor. Motion carried.***

18
19 **The meeting was adjourned at 7:00 pm.**

20
21 Respectfully submitted:

22
23
24
25 Rhonda C. Ferebee, CMC, NCCMC
26 Town Clerk