

**Town of Swansboro**  
**EOC/PSB Site Selection Committee**  
**Special Meeting**  
**February 19, 2024**

In attendance: Board members - Keith Walsh, Commissioner Doug Eckendorf, Roy Herrick, Melissa Anderson, Junior Freeman Arrived at 5:10 pm. Staff in attendance were: Interim Town Manager Jon Barlow, Fire Chief Jacob Randal, Finance Director Sonia Johnson and Town Clerk Alissa Fender.

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**Call to Order**

The meeting was called to order at 5:02 pm. The special meeting was called for the purpose of introducing committee members, share & discuss the direction of the committee and learn the rules that govern the operation of the committee.

Mayor Davis addressed the committee sharing a history of the proposed project which developed as a result of Hurricane Florence and discovery that the Fire Department was not safe. \$9 million dollars came from the state for the construction of a new EOC/PSB. He shared that he was looking for this committee to move with purpose & direction and was confidence in their endeavor and thanked them for volunteering their time.

**Introduction of Committee members**

Melissa Anderson shared that she was the owner of Military & Federal Construction company out of Jacksonville, and has 20+ years in the construction industry, to include experience in construction of Fire Stations and working with Engineers and the process of hiring contractors for projects.

Commissioner Doug Eckendorf shared that he was a straightforward kind of person and was willing to listen with an open mind. He would be crucial in keeping the board informed and ensuring transparency.

Roy Herrick shared that he had a background of 25+ years in the hotel industry and has experience with large budget projects. He is also a member of the Swansboro Area Economic Development group with Jones Onslow Economic Development in which he was also a member of the Board of Directors. He is also on the Onslow County Board of Elections board. Mr. Herrick also served as a Commissioner for Swansboro from 2016-2019.

Junior Freeman shared that he came to Onslow County as a State Trooper and has since been involved in development and real estate. He had developed several projects in Swansboro and serve as a commissioner from 2010-2013.

Keith Walsh shared that he had been a developer since the Mid 90's and had developed several projects around Swansboro as well. He had developed many US Post Offices and several residential subdivisions. He graduated from Wake Forest with an MBA and is skilled at site selection.

Staff in attendance introduced themselves and shared their position with the Town and how they would be supporting the committee.

### **Discussion on the Direction of the Committee**

Mr. Walsh shared that the committee was tasked with finding a site for the EOC/PSB facility and will have nothing to do with the structure. The committee will need to find land for acquisition and return back to the Board of Commissioners with a recommendation. The committee could be tasked with further tasks as directed by the Board of Commissioners.

The committee members were provided documents from the previous committee that were dissolved for them to review and study. Those documents were the feasibility study from Becker Morgan and their professional services contract that was authorized.

Mr. Walsh provided the members with a check list that he uses for projects related to the preconstruction process and shared that he wanted to committee to create a land solicitation package for disbursement to the public and a possible ad in the newspaper. Additionally, he shared that he wanted to board to meet on a regular schedule every Monday at 5pm for the next 3 months.

In response to an inquiry, Mr. Freeman shared that the prior committee had visited several EOC/Fire Stations in Onslow County. He also shared that there were documents provided to the Board of Commissioners in Closes Session on January 23, 2024, that the committee may need to review. Town Clerk Fender shared that she would review the document with the attorney for further direction on what, if any, could be reviewed by the committee.

Committee members were in consensus to have another special meeting on Wednesday February 28, 2024, for the purpose of adopting a regular meeting schedule, review other records of actions taken by prior EOC committee, and consider parameters for drafting a land solicitation packet for 3 acres or more.

### **Rules that Govern the Operation of the Committee**

Interim Manager Jon Barlow shared documentation for the committee's requirements under NCGS 143-318. 9-11 for public bodies and the open meetings law and closed session.

### **Adjournment**

On a motion by Commissioner Eckendorf, seconded by Mr. Freeman, the meeting adjourned at 6:20 pm.