

**Town of Swansboro**  
**EOC/PSB Site Selection Committee**  
**August 21, 2024, Special Meeting Minutes**

In attendance: Board members - Keith Walsh, Commissioner Doug Eckendorf, Roy Herrick, and Melissa Anderson. Junior Freeman was on a leave of absence. Staff in attendance were: Fire Chief Jacob Randal, Interim Town Manager Jon Barlow and Town Clerk Alissa Fender.

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**Call to Order**

The meeting was called to order at 6:00 pm.

**Adoption of Minutes**

On a motion by Mr. Herrick, seconded by Commissioner Eckendorf, the minutes for the May 13, 2024, regular meeting were approved unanimously.

**Business**

*Producing a Portfolio*

Chair Walsh reviewed that the development of a portfolio would provide state officials with details about the project and its progress. Additionally, he shared that he had thoroughly read Becker/Morgans feasibility study that was completed and presented to the Board of Commissioners in 2023 and feels that document would be a good addition to the portfolio. Other items identified to go in the portfolio were a construction timeline and other area's building plans for similar facilities.

*Build by Design*

Fire Chief Randall shared the Bobbit Construction had provided a brochure (shared with committee) about their company which included several Fire or Emergency buildings they had completed. Another company available to provide Build by Design services was Tarheel Building systems. Additionally, plans created by the Wooten Company for the Town back in 2021 and plans for the Jacksonville Station # 4 were available for reference.

*Rotary Property Ingress/Egress*

Ms. Anderson shared that along with Manager Barlow a meeting was held with the Rotary board, and they had agreed to provided 6 acres in total for no more cost and that would include all of Ireland Avenue. The Towns traffic engineer was engaged on the ingress/egress issue, and his findings were still forthcoming, his findings would determine the next steps. Ms. Anderson shared that she had a scheduling company that could provide a timeline to be operational and could possibly have that by the next meeting.

*Property acquisition discussion/review*

Chair Walsh shared that the potential property at St. Mildreds Church was no longer an option. The Diocese of Raleigh did not provide authority for the property to be sold.

**Board/Staff Comments**

Commissioner Eckendorf shared that he could see all the hard work Chair Walsh had put into this committee and thanked him for his efforts. He thanked the committee as well. He stated that it was time for some forward movement and was ready to get to the finish line on this

project. Additionally, he shared that the personal feelings around property sales that he had seen lately was frustrating.

Chair Walsh shared that he needed to give the Board of Commissioners an update at their September 10, 2024, meeting and wanted the committee to meet before that date. A special meeting was scheduled for September 3<sup>rd</sup> at 6:00 pm, with the Planning Board meeting also occurring on that date, the meeting location would be held in the training room at the Fire Department instead of the Community Room at Town Hall.

**Adjournment**

On a motion by Commissioner Eckendorf, seconded by Mr. Herrick, the meeting adjourned at 6:52 pm with unanimous approval.