

**Town of Swansboro**  
**EOC/PSB Site Selection Committee**  
**September 3, 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 6:05 pm in the Fire Department training room.

**Adoption of Minutes**

On a motion by Mr. Herrick, seconded by Commissioner Eckendorf, the minutes for the August 7, 2024, and August 21, 2024, special meetings were approved unanimously.

**Business**

*Continued Discussion on Producing a Portfolio*

Items previously identified for inclusion into the portfolio were the BeckerMorgan Feasibility Study, a construction timeline and other area's building plans for similar facilities. Items established to additionally be included were the Wooten Company conceptional drawings presented to the Board of Commissioners back in 2021, and to create a Request for Qualifications.

*Continued Discussion on Build by Design Options/Details and Further Direction*

Items previously identified for inclusion into the Build by Design options were company details for Bobbit Construction, Tarheel Building Systems, plans created by The Wooten Company for the Town in 2021, and plans for the Jacksonville Station #4. The Request for Qualifications was determined to also be included.

*Continued Discussion on Rotary Property Ingress/Egress Situation Research/Exploration*

Access to Highway 24 remained a concern along with infrastructure costs related to building and creation of a road to access Highway 24. Additionally, the property was identified as having drainage issues due to wet conditions and wetlands located on the property and neighboring property. The committee considered working with the Rotary to access a nearby ditch to improve the drainage situation. Soil borings were mentioned, and approval would be granted by the Rotary to proceed with these tests, if needed. The Towns engineer had been engaged to review these issues and complete an evaluation, but his report had not been received.

*Property acquisition discussion/review*

There were no updates on any new property acquisition options.

**Public Comment**

Junior Freeman addressed the Board sharing that there were not any wetlands on the Rotary property and suggested that an exchange with the Bailey Center be considered for resolution of any ingress/egress issues.

**Adjournment**

On a motion by Ms. Anderson, seconded by Mr. Herrick, the meeting adjourned at 7:04 pm with unanimous approval.