

**Town of Swansboro**  
**EOC/PSB Site Selection Committee**  
**March 18, 2024, Regular Meeting Minutes**

In attendance: Board members - Keith Walsh, Commissioner Doug Eckendorf, Roy Herrick, and Junior Freeman. Melissa Anderson was absent. Staff in attendance were: Finance Director Sonia Johnson, Fire Chief Jacob Randal, and Town Clerk Alissa Fender.

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**Call to Order**

The meeting was called to order at 5:00 pm. The special meeting was called for the purpose of adoption of Regular Meeting Schedule, review records of actions taken by prior EOC Committee, and consider parameters for drafting a Land Solicitation Packet.

**Adoption of Minutes**

On a motion by Mr. Freeman, seconded by Mr. Herrick, the February 28, 2024, Special Meeting minutes were adopted unanimously.

**Business**

*Draft Land Solicitation Packet, Option to Purchase Agreement and Newspaper Ad*

At the committee's February 28, 2024, special meeting, parameters were discussed and established for creating a Land Solicitation Packet. A draft packet was created and reviewed by the committee at its March 4, 2024, meeting. Based on several edits that were requested, and feedback from the attorney, a second draft of the packet was reviewed.

The Town Attorney provided two Options to Purchase drafts for consideration/review by the committee.

At the committee's March 4, 2024, regular meeting, a draft Land Solicitation Packet Newspaper Ad was reviewed. The committee requested that details be obtained related to the publication of a color ad vs. a legal ad. A representative with Tideland News created an ad for consideration, which was 5 inches wide x 3 1/2 inches tall that would include the Town Seal in color or black and white. The cost provided for black/white was \$65.10 and color was \$115.10 each time it ran.

Committee members discussed and agreed with the Attorney's suggested changes to the solicitation packet. Several additional edits were also made. The committee decided that the *Option to Purchase* document should not be included in the packet and that further discussion on that document would be provided at future meetings. All members agreed that once the discussed changes were incorporated the packet would be suitable for submission to the Board of Commissioners for approval, but the committee desired to review the packet once last time at their March 25, 2024, meeting. If any other changes were desired, Chair Keith Walsh would share that with the Commissioners when he presented.

*Property Acquisition Opportunity/4178 Freedom Way*

Chair Keith Walsh shared that Fire Chief Randal had contacted him regarding a property that was found available for purchase recently that could be a potential possibility. Chief Randal shared that the property's location was not too far outside of town limits and was

right on the boarder and located in the ETJ. Additionally, turning the existing fire station into a substation could be a future consideration if the department moves to another location.

The realtor for the property, Cynthia Lacorte, was present and given an opportunity to address the committee about the property. She shared that the area did not have many options for the size of land desired for the EOC/PSB, this parcel would provide and ability for the EOC/PSB to expand as needed due to growth in the future. Additionally, she shared that the approach being taken by the committee isn't one she would recommend and shared that there were advantages to working with realtors.

Chair Keith Walsh shared that he felt the property was priced too high and the location was not a desirable location due to it being 1 parcel away from an intersection and that traffic would be major problem especially when it was stopped at the light. Furthermore, he shared with Mrs. Lacorte that the committee intends to provide the draft solicitation packet to realtors and was counting on them to get the word out.

During discussion of location, it was determined that the paraments for the area map in the solicitation packet would be expanded slightly west to Tulip Lane on Highway 24.

### **Public Comment**

Cynthia Lacorte shared that she was willing to assist the committee in any way that she could.

Mayor Pro Tem Justice shared his appreciation for all the work the committee had done, and he thought that a Substation for the Fire Department could be a good idea, since the Town really has only one way to grow which was to the west.

### **Adjournment**

On a motion by Commissioner Eckendorf, seconded by Mr. Freeman, the meeting adjourned at 6:49 pm with unanimous approval.