

Environmental Advisory Committee (EAC) Minutes

August 03, 2023

Present: Margerat Johnson (Chairperson), Lee Maxwell, Chris Riegert, Allen Dearly, David Sonnenfeld, Sue Davidson, Elise Snavely, Vacant, Vacant

Absent: None

Staff: Brady Golden

Guests: None

Meeting called to order at 0830hrs.

- **Motion to Accept Meeting Agenda-** 1. Sue Davidson 2. Lee Maxwell
Approved Unanimously
- **Motion to Accept April 2023 Minutes-** 1. Chris Riegert 2. Lee Maxwell
Approved Unanimously

Announcements

- EAC Chairperson, Margaret Johnson, announced the EAC Pool Party will be on July 10th from 3-6 pm at Chris Riegert's home. More to come in an email.

Staff Report

- Mr. Brady Golden reviewed three (3) Items with the EAC:
 - **Oak Island (OA) Tree and Vegetation Stakeholder Meeting Status-** Matt Kirkland, OA Town Planner, put together a recommendation that he will present to the EAC and OA Planning Board.
 - **Approved OA Tree Canopy Assessment-** The assessment will be completed by mid-September 2023. He did not have a copy of the original NC Forest Service application nor original application name. He will attempt to get the EAC more information regarding the assessment specifics.
 - **EAC Governance Draft Document-** He relayed the Town Clerk's feedback that the 'Working Groups' section of the draft EAC Governance document did not conform to the UNC Open Meetings and Other Legal Requirements for Local Government Boards guidelines (Article 53, Frayda Bluestein, 1-13 pp). EAC will rework section to not mention working groups and subcommittees. EAC will call the non-official (less than quorum) working meeting by teams and/or projects. EAC non-official working meetings outside the scheduled official monthly meetings are needed to refine and/or recommend actions by the EAC membership.
 - **OA SharePoint Resource-** He shared that he did not get to inquire about the SharePoint resources that Rick Patterson, Stormwater Chief, had told the EAC was available to them. He said we could check with Mike Emory, Communication Manager, regarding the SharePoint resources and access to them. EAC wants to have a place to store EAC legacy documents, working documents and collaboration artifacts. EAC wants to solve the issue of

knowledge gaps when members leave the committee when their tours are completed.

Old Business

➤ Action Items-

- *August 2023- At the next EAC meeting in September the EAC will discuss and generate a plan for resolving undone actions and identifying new actions.*
 - *August 2023- Brady Golden will confirm that we can create a QR code for linking to the EAC webpage and Allen Dearly will work with Mike Emory to create it.*
 - *August 2023- New “Oak Island Tree City USA” signs are needed and the EAC Chairperson, Margerat Johnson, is checking on the status with the town Management.*
 - *June 2023-- Margaret Johnson, EAC Chairperson to talk with Brady Golden, Town Planner about securing a budget line item in next year’s FY24/25 budget. **Not Completed until after December 23 submittal of EAC budget request.***
 - *June 2023-- Margaret Johnson, EAC Chairperson will setup meeting with the Town of Oak Island new Economic Development staff lead, Hallie Willis, to discuss near-term opportunities EAC and her can work together. **Not Completed. Ms. Willis was not available for the August 2023 EAC meeting.***
 - *June 2023-- Mr. Golden will secure a copy of the NCFS grant application and/or submitted justification used to approve the grant. **Not Completed.***
 - *June 2023-- Mr. Golden will secure answers to questions -and/or direct meeting to discuss answers- regarding the town’s budget processes sent to him after the last EAC meeting on June 15th. **Not Completed.***
- **OKI Beautification Event-** EAC was invited to participate in the upcoming OKI Beautification event being held on September 26th for 9-12 pm. EAC Chairperson requested invite confirmation and for volunteers for the event. Sue Davidson made a motion. (Margaret Johnson, Sue Davidson)

Motion: *There was a Motion made by EAC to create a QR code that would link people directly to the EAC Town webpage and other EAC information.* The motion was made by Sue Davidson and seconded by Chris Riegert. Approved- Unanimously. Action created.

- **Living Shoreline-** There will be another workday on Thursday September 14 from 12 to 3 pm and lunch will be provided at the Oak Island Rec Center. Bonnie Mitchell from the NC Coastal Federation (NCCF) will be determining the exact plans for the day, but most likely lunch for EAC members and shoreline clean-up volunteers (and maybe an informal talk) will be from 12 to 1 pm at the Rec Center, followed by a shoreline cleanup -including placing new bags of shell or rock onto the oyster reef - at Veterans Park. Registration with NCCF will most likely be

required to get an accurate head count for lunch. Bonnie will send Elise the registration link later to be posted to the EAC website. (Elise Snavely)

- **EAC Sustainable Economic Development (SED) Team** - Members of the SED Team are Allen Dearry (Chair), Chris Riegert and Lee Maxwell. The SED's goals are to promote the advantages of planned green growth and recommend avenues for educating the public on green growth. The SED still need to meet with the Town's new Economic Development Director (EDD), Ms. Hallie Willis. The initial meeting that was scheduled on July 10th per the below motion with the was canceled by the Town Clerk. The EDD tentatively planned to attend the the August 2023 EAC meeting but did not attend. The SED will attempt to reschedule a meet with the EDD. (Allen Dearry)

Motion: There was a Motion that EAC meet with the Town of Oak Island new Economic Development staff lead, Hallie Willis, to discuss near-term opportunities EAC and her can work together. The motion was made by Allen Dearry and seconded by Chris Riegert. Approved- Unanimously. **June 2023**

- **EAC Webpage**- July 2023 Minutes were posted.

David presented to the EAC members that the next phase of the EAC webpage development in June 2023 to add an educational section. On hold for now. (Allen Dearry/David Sonnenfeld)

Motion: There was a Motion made to the EAC to form an EAC Educational Team to determine the next steps in EAC webpage development. The motion was made by Allen Dearry and seconded by Lee Maxwell. Approved- Unanimously. **On hold until remaining EAC vacancies are filled.** (Margaret Johnson)

- **Skip the Plastic Straw Initiative (SPSI)- Ready to implement** -18 of 45 Oak Island establishments have accepted utilizing non-plastic straws. He is working with his volunteers during this busy time to visit all the identified establishments in 30 days. Reference the EAC webpage for more information. This would make a great "The Current" article or Port Pilot article. Mr. Golden is checking with the OA Communication Manager, Mike Emory, to see what extent regarding advertising Lee can do within the Town's guidelines. (Lee Maxwell)
- **Recycling**- Sue Davidson is looking into group educational and tour opportunities available to the EAC of the recycling facilities. And she is looking into the feasibility of labeling recycle bins with QR codes (Action) that will inform people of the most current recycling items permitted. She also informed the group that the Town of Oak Island residents and visitors must do better when it comes to rinsing out recyclable items before depositing in bin for pickup. Oak Island's average

17% contamination rate is due to plastic bagged recycling, food contamination, items not rinsed, as well as non-recyclable material placed in bins. More public education is needed. (Sue Davidson)

- **Tree City-** New “Oak Island Tree City USA” signs are needed and the EAC Chairperson is checking on the status with the town management. (Margerat Johnson)
- **Smart Yards-** David Merkle resigned from the EAC and was the EAC’s resident expert regarding implementation of Smart Yards. EAC is looking for a new EAC member – maybe recruited from current Smart Yard holders - to take the official lead regarding Smart Yards. EAC needs a list of Smart Yard implementers to potentially find a David Merkle replacement. (Margerat Johnson)
- **EAC Budget Team (EBT)-** The EBT met on July 24th to discuss the draft EAC governance document, the draft budget process document and the drafted EAC 2023-2024 budget. The abbreviated budget process enumerated by Mr. Golden to submit EAC budget request in December and to tie individual line requests to the EAC mission. In the meeting it was decided to request budget items for EAC members by the September 2023 meeting (September 7th), use October and November to formulate the EAC budget and submit the EAC approved 2024-2025 budget to Town Staff after the EAC December 2023 meeting. It was also decided to submit the drafted and EAC approved EAC Governance document to the Oak Island Town Council at the same time. (Allen Dearry)

New Business

- **EAC Adopt-a-Highway NCDOT Initiative-** The EAC Adopt-a-Highway Initiative was championed by Skip Cox (Ad Hoc EAC member) in the past. Because the official Oak Island NCDOT Adopt-a-Highway Initiative was sponsored by the EAC Margaret Johnson is going to inquire about the status of that initiative.

Action Items

Meeting was Adjourned at 10:00 am

Motion: *There was a Motion made to adjourn the August 2023 EAC meeting.*
The motion was made by Lee Maxwell and seconded by Chris Riegert.
Approved- Unanimously.

Minutes submitted by: David Sonnenfeld_