



**BOC ACTIONS
REGULAR MEETING
WEDNESDAY, JUNE 2, 2021**

- 1.** Call to order - Mayor Cahoon called the meeting to order at 9 am.
- 2.** Agenda - The Board approved the June 2nd agenda as presented.
- 3.** Lifeguards - Fire Chief Randy Wells presented a video with the introduction of this year's lifeguards which was well received. Board members appreciated the video production and wished the lifeguards a safe summer.
- 4.** Recognition

New employee - Public Works Director Eric Claussen was welcomed by the Board to Town employment.

Five years - Police Officer JC Mitchell was recognized by the Board for five years of service.

Ten years - Police Officer/School Resource Officer David (Shane) Allen was recognized by the Board for ten years of service.

5. Public Comment - David Bragg - Village at Nags Head resident; he pointed out that the \$35,000 that the Town is paying for sanitation cart pull-back for the Beach Road is not something that he has in his west side neighborhood; living here full time he would expect full-time residents would get this treatment instead of visitors. Re: many local businesses do not have enough people to keep their businesses working at full capacity; he asked that the Town write a letter to the President and to the Governor telling them to stop the unemployment benefits which is why many are not working.

- 6.** Consent agenda - Consent Agenda was approved as presented and consisted of the following:

Consideration of Budget Adjustment #15 to FY 20/21 Budget

Consideration of Tax Adjustment Reports

Approval of minutes

Consideration of annual write-off of uncollectible water accounts

Consideration of codification of Gas Franchise Ordinance

Consideration of resolution authorizing exchange between Nags Head and Hatteras Fire Dept

Consideration of resolution authorizing formal bids to be advertised electronically

Consideration of resolution authorizing receipt of American Rescue Plan Act funds

Consideration of resolution authorizing higher federal micro-purchase thresholds

Consideration of updated banking resolution

- 7.** Public Hearing - to consider citizen comment on the Town Manager's proposed operating budget for July 1, 2021 – June 30, 2022, proposed CIP requests for FY 21/22 through FY 25/26, and updated Consolidated Fee Schedule - Comr. Brinkley was pleased that the 2.6% COLA is to be fully funded.

8. Public Hearing - to consider various text amendments to update the Unified Development Ordinance as required by N.C.G.S. 160D - The amendments were adopted as presented.

9. Public Hearing - to consider a text amendment pertaining to lot coverage associated with dumpster conversions from side load to front load pick up - The Board adopted the ordinance as presented with direction to staff to consider the placement of recycling dumpsters and bring back the appropriate language.

10. Planning Director update:

Estuarine Shoreline Management Plan - Board members authorized staff to advertise for volunteers to serve on an advisory/steering committee - to return for Board consideration of appointment.

Registration for events held at residential properties - Board members opted to wait and see if there is still an issue with events at residential properties before taking any further action.

Land Use Plan - Board members are looking forward to having a Land Use Plan in the next few months for consideration.

11. Membership - The Board adopted the resolution confirming membership in the American Flood Coalition organization as presented.

12. From May 5th - Public Hearing held May 5th - Second Reading - Consideration of establishment of four proposed municipal service districts for beach erosion control, flood and hurricane protection works, and flood control and drainage projects. The Board made the appropriate findings and unanimously adopted the ordinance to establish the four additional municipal service districts as presented.

13. Committee reports

Gov-Ed Channel Committee - Comr. Renée Cahoon reported on the recent in-person meeting; more communities are now involved in the Committee so there are more entities utilizing the funds.

Jennette's Pier Advisory Committee - Comr. Brinkley reported on the recent meeting; the Waves To Water competition will be held in April 2022; Coastal Studies Institute (Lindsay Dubbs and Mike Muglia) gave a presentation and he asked to discuss later with the Mayor a day/time when CSI could provide an update to the Board of the projects going on at the Pier.

Coast Guard recognition of Lifeguard Austin Fallon - Friday, June 4th is the Coast Guard presentation at Jennette's Pier recognizing lifeguard Austin Fallon for his dramatic rescue during summer of 2019.

14. Appointment - The Board reappointed Ginny Flowers and Samantha Lock each to another three-year term on the Committee for Arts & Culture. The Town Clerk is to prepare reappointment letters for the Mayor's signature.

15. Renewal of contract - The Board approved the contract with the Town of Kill Devil Hills for the Eighth Street Beach Access maintenance.

16. Police Officer Recruit Program - The Board approved the Police Officer Recruit job description at a Grade 4 as presented.

- 17.** Storm Debris Contract Renewals - The Board authorized the Interim Town Manager to execute the renewal agreements for both the Debris Removal Contract and the Debris Monitoring Contract as presented.
- 18.** ONHC Watermain replacement - The Board authorized the Interim Town Manager to execute the Task Order 2 for the Old Nags Head Cove AC Watermain Replacement, Paving and Drainage in the amount of \$159,470 as presented.
- 19.** Town Attorney - Attorney Leidy confirmed with Mayor Cahoon that his items will be included in the Closed Session to be addressed at the appropriate time.
- 20.** Interim Town Manager - Interim Manager Garman reported on the upcoming July 4th Fireworks which are scheduled for the Nags Head Fishing Pier at 9:25 p.m. He expressed appreciation to Pier Owner Andy McCann for his continued support - The rain date is July 5th.
- 21.** Interim Town Manager - Beach Nourishment
 - The Board authorized the Interim Town Manager to execute the contracts with McKim and Creed for the Beach Monitoring Surveys and with Moffat & Nichol for the Beach Monitoring and Analysis in the amounts of \$63,100 and \$57,119 respectively, as presented.
 - The Board authorized the Interim Town Manager to enter into a contract with Moffat & Nichol for the Phase 1A field work for Year 2 Multi-Decadal Master Plan - Borrow Area Investigation Contract in the amount of \$192,295.70 as presented.
 - The Board approved the Beach Nourishment Capital Project Ordinance and associated Budget Amendment #15A for funding from the Capital Reserve Fund as presented.
- 22.** Interim Town Manager - The Board adopted the resolution approving the agreement with Dare County for the purchase of the Town's interest in the Soundside Event site as presented.
- 23.** Comr. Fuller - The Board directed Public Safety to obtain the information requested re: beach driving and sunbathers and to direct the Town Clerk to obtain information re: number of vehicles allowed on the beach per each Nags Head Surf Fishing Tournament team for the next Board discussion on the beach driving season.
- 24.** Comr. Fuller - Comr. Fuller emphasized the importance of the Board continuing to prioritize the enforcement of ordinances the Town has in place and to give direction to staff that relate to issues concerning the beach, parking lots and the multi-use path. Comr. Renée Cahoon mentioned the requirement of 10' between beach tents. Comr. Fuller thanked Public Works for doing a great job on the beach with the illegal tents.
- 25.** Comr. Fuller - Comr. Fuller said he would be happy to work with Public Works Director Claussen and staff to prepare a more formalized bulk pickup process beginning with next year's bulk pickup season - he pointed out that the Town is always nice about doing pickups throughout the year even though the bulk pickup season has ended.
- 26.** Comr. Renée Cahoon - She requested a Closed Session to preserve attorney/client privilege and confer with the Town Attorney about a legal matter.
- 27.** Comr. Renée Cahoon - Staff is to provide bicycle racks at all beach accesses.

- 28.** Comr. Renée Cahoon - The No Parking sign at the Gray Eagle Street beach access parking lot - which pertains to the multi-use-path - is to be moved so people know they can use the parking lot.
- 29.** Mayor Pro Tem Siers - Mayor Pro Tem Siers requested an update on the installation of the No Parking-Tow Away Zone signage on Soundside Road and Deering Street. Public Works Director Eric Claussen reported that signage was placed every 200 feet on both sides of Soundside Road and Deering Street on the Friday before Memorial Day. Staff has worked with the Police Department on the message sign; signs still need to be installed on Thirteenth Street.
- 30.** Mayor Cahoon - He reported that Developmental Associates, Inc. has been re-engaged for the Town Manager search; the contract with the company obligates them to undertake the search again at no additional cost to the Town.
- 31.** Recess - The Board recessed for lunch at 12:07 p.m. and reconvened at 1:30 p.m.
- 32.** Pay/Classification Study - Becky Veazy of The Maps Group presented the results of her Pay/Classification Study to the Board. She distributed her analysis entitled *Classification and Pay Study with Personnel Policy Recommendations* dated May 2021 to Board members. Ms. Veazy is to meet with staff next week. Final budget documentation is to be provided to the Board prior to budget adoption which is scheduled for the June 16th Recessed Meeting.
- 33.** Closed Session - The Board entered Closed Session to confer with the Town Attorney re: matters of attorney/client privilege to include beach nourishment project condemnation cases, confidential personnel matters, and potential property acquisition at 106 E Seachase Drive. The time was 2:52 a.m.
- 34.** Open Session - The Board re-entered Open Session at 4:24 p.m.
- 35.** Interim Town Manager appointment - The Board ratified the letter by which Andy Garman was appointed Interim Town Manager - which includes his continuing in the position until the Board makes a permanent appointment.
- 36.** Adjournment - The Board recessed to Wednesday, June 16th at 9 am in the Board Room for a Recessed Meeting. The time was 4:26 p.m.