



**BOC ACTIONS
WEDNESDAY, JUNE 16, 2021**

1. Call to order - Mayor Cahoon called the meeting to order at 9 am. Mayor Cahoon recognized Mr. Jerry McManus who passed away this week who was someone significant in Nags Head; he expressed condolences to his family.

Mayor Cahoon also pointed out that Mayor Pro Tem Siers and Comr. Renée Cahoon have both been excused from today's meeting; Comr. Brinkley participated remotely via Zoom platform.

2. Agenda adoption - The Board adopted the June 16th agenda as presented. Attorney Leidy pointed out that since one member is participating via Zoom, votes must be by roll call.

3. Public Comment - No one spoke during Public Comment.

4. Consent Agenda - The Consent Agenda was approved as presented and consisted of the following item: Budget Adjustment #16 to FY 20/21 Budget

5. Pay Plan - The Board passed a motion to adopt the Pay Plan with the following modifications: that those positions listed as grade 20 become grade 19, and those listed at grade 19 become grade 18.

6. Pay Scale - The Board passed a motion to adopt the new Pay Scale as presented.

7. 401K and Life Insurance - The Board passed a motion to affirm the 401K and Life Insurance as presented.

8. Personnel Policy updates - The Board passed a motion to adopt all proposed Personnel Policy changes as presented, recognizing the clarification that staff gave to Comr. Brinkley's question which was that the Town begins contributing to 401K on an employee's first day. The following policy sections are updated:

- Article IV, Section 6 – Promotion
- Article IV, Section 8 – Pay for Temporary and Part-Time Work
- Article V, Section 10 – Probation
- Article V, Section 11 – Promotion
- Article X, Section 8 – State 401K Deferred compensation plan

9. FY 21/22 Budget - The Board passed a motion to adopt all budget documents as presented:

- Capital Improvement Program
- Consolidated Fee Schedule
- Debt Lease Schedule
- FY 21/22 Budget Ordinance
- Resolution for Committed Fund Balance LEO Separation Allowance

Concerning the \$100,000 budgeted to be contributed by Old Nags Head Place HOA for stormwater drainage improvements, the Board asked for a formula to be created for future similar situations.

Fire Chief Wells is to look into production of the demo fire truck and to confirm the cost of the original custom-made fire truck.

- 10.** Resolution - The Board adopted the resolution opposing House Bill 496 re: Authority to limit tree removal with the typo corrected in the second WHEREAS statement. The resolution is to be forwarded to the Senate committee where the bill currently sits and the legislature.
- 11.** Comr. Fuller - It was Board consensus to direct staff to update and bring back to the Board the Town's Traffic Control Map as described in today's discussion which includes a digitized version.
- 12.** Mayor Cahoon - Mayor Cahoon reported that he and Planning Director Zehner would be participating in a meeting this afternoon with the construction community re: residential stormwater ordinance and the low impact development manual.
- 13.** Mayor Cahoon - He reported that in response to a previous Board discussion he has been speaking with other mayors re: essential issues such as housing - he has been in conversation with Kill Devil Hills Mayor Sproul exploring all kinds of housing options. He will continue to engage in these discussions.
- 14.** Interim Town Manager Garman - He requested a Closed Session to discuss possible property acquisition.
- 15.** Closed Session - The Board passed a motion to enter Closed Session to discuss possible acquisition of property located at 105 W Seachase Drive in accordance with GS 143-318.11(a)(5). The time was 10:17 a.m.
- 16.** Open Session - The Board re-entered Open Session at 10:40 a.m. Attorney Leidy noted that no actions were taken during Closed Session.
- 17.** Adjournment - The Board passed a motion to adjourn. The time was 10:41 a.m.