



**BOC ACTIONS
WEDNESDAY, MAY 4, 2022**

1. Call to order - Mayor Cahoon called the meeting to order at 9 am. He recognized former Nags Head Mayor Bob Muller and thanked him for his work on the Town's Decentralized Wastewater Management Plan which is on today's agenda for adoption.

2. Agenda - the Board approved the May 4th agenda as presented.

3. Recognition

NEW EMPLOYEES - Facilities Maintenance Technicians Kevin Ford and Corvaunti Gibbs were welcomed by the Board to Town employment. Payroll Specialist Fay Sims was also welcomed by the Board.

FIVE YEARS - Firefighter/EMT Ben Williams was recognized by the Board for five years of service.

FIFTEEN YEARS - Facilities Maintenance Technician Chad Forrester was recognized by the Board for fifteen years of service.

ADVANCED LAW ENFORCEMENT CERTIFICATE - Detective Mike Alvarez was congratulated by the Board for earning the Advanced Law Enforcement Certificate.

PROCLAMATION - The Board adopted the Proclamation declaring May 11 - 17, 2022 as Police Officers' Week.

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

5. Consent agenda - The Consent Agenda was approved as presented and consisted of the following:

Budget Amendment #12 to FY 21/22 Budget

Tax Adjustment Report

Approval of Board meeting/workshop minutes

Vehicle Use Policy

SCADA Redundancy proposal

Request for Public Hearing to consider comment on the Town Manager's proposed operating budget for Jul 1, 2022 – Jun 30, 2023, proposed CIP requests for FY 22/23 through FY 26/27, and updated CFS

Request for Public Hearing to consider UDO text amendment submitted by George E. Goodrich to vary / increase max allowable gross floor area permitted in individual dwelling units in conforming Cottage Court

6. Public Hearing - System Development Fee - The Board adopted the System Development Fee ordinance and the Consolidated Fee Schedule modification as presented.

7. Planning - The report from the Planning Director was presented - It was noted that Senior Environmental Planner Kate Jones has been promoted to Deputy Planning Director.

8. Resilient Coastal Communities Program - The Board authorized staff to move forward and apply for the Phase III grant in the amount of \$45,000 to be used for the Stormwater Area #12 Project engineering and design services.

9. Decentralized Wastewater Management Plan - The Board unanimously adopted the Decentralized Wastewater Management Plan as presented. Staff is to return to the Board with suggestions for members of a community group that would develop a voluntary septic operations maintenance subscription service.

10. Committee reports

Comr. Sanders – Estuarine Shoreline Management - Reported that data is still being collected for the Estuarine Shoreline Management Plan.

Comr. Renée Cahoon - Coastal Resources Commission - Reported that the CRC met last week here in Dare County; the Land Use Plan process was reviewed and agencies will be required to determine which policies they want to see enforceable by CAMA - CRC staff is to return with additional data after meeting with individual communities concerning other changes they would like to see.

Mayor Pro Tem Siers – Dare County Tourism Board - Reported that the DCTB tabled action on the Aycock Center museum so more information can be gathered; Mayor Cahoon asked Manager Garman to make arrangements to have Tourism Board representatives on a future agenda for an update.

Mayor Cahoon - He will be leaving this afternoon to attend the Governor’s Offshore Wind Energy Task Force meeting in Wilmington tomorrow. In addition, he will be attending the NCBIWA conference which meets on Friday in Wrightsville Beach.

Comr. Renée Cahoon - Concerning wind energy she noted that the wind energy project off of Kitty Hawk has applied for a permit but has been delayed - they have not completed the Environmental Impact Statement.

Mayor Cahoon – He recently met with Coastal Studies Institute who is engaged in wave energy. Mayor Cahoon pointed out that Virginia has taken action to co-locate wave and wind energy in their permitting process which speeds it up - but North Carolina has not so there is a longer period of time to obtain a permit.

11. Town Board/Committee appointments - The Board appointed current Board of Adjustment Alternate, Tina Adderholdt, to a regular position on the BOA, replacing John Mascaro who recently resigned. The Board reappointed Judy Burnette to another term on the BOA. Rose Lay was reappointed to another term on the Firemen’s Relief Fund Board of Trustees.

12. Community Care Clinic of Dare - Executive Director, Lyn Jenkins, presented a slide presentation detailing what the organization does and the need for dental assistance for the many in Dare County that do not have dental insurance. The Board passed a motion to issue a letter of support for the grant project for the Community Care Clinic of Dare with the qualification that the Town will extend the lease to five years, subject to the required Public Hearing.

13. Dominion Energy request - The Board approved the easement request from Dominion Energy to install underground utilities along Old Nags Head Woods Road [2042 along the Town right-of-way to 2300 ONHW Road].

14. Town Manager - Sidewalk projects - The Board approved the Budget Amendment for the Old Nags Head Cove and Nags Head Acres sidewalk projects as requested. The Board authorized the Town Manager to execute the contract as requested.

Due to some residents' opposition to the Old Nags Head Cove project, the contractor is to start with the Nags Head Acres project - to allow more time to finalize details of the Old Nags Head Cove project.

It was Board consensus to direct any traffic concerns to the Police Dept who will then evaluate the issue and report to the Board with a recommendation re: action, if any.

15. Town Manager - Soundside Road - The Board approved the Budget Amendment as presented for the purchase of items to assist with Soundside Road traffic issues.

16. Town Manager - Traffic Control Map - The Board adopted the updated and digitized Traffic Control Map as presented with an effective date of June 1, 2022.

17. Town Manager - Planning Organizational Chart/Grade List - The Board approved the Planning Organizational Chart - as revised and shown on the screen – and the revised Grade List as presented.

18. Town Manager - Proposed FY 22/23 Budget - Town Manager Garman's presentation of the recommended budget includes a \$33 million budget which represents a 25% increase over last year's budget. Some of the highlights include:

- Expenditures to focus on assets and infrastructure such as the Public Works/Services Complex
- Replacement vehicles
- Updating the Police Dept RMS system to be compatible with the county
- Proposed cost of living allowance (COLA) of 6%
- Health Savings Account (HSA) being offered to employees
- Proposed 401K contribution by the Town of 5% with no required match
- Full-time Event position in Planning

19. Comr. Renée Cahoon - Vendor under contract with the Town - Comr. Renée Cahoon questioned the ethical practices of a vendor under contract with the Town that would hire a Town employee while working on a Town project. It was Board consensus that Mayor Cahoon write a letter to the vendor concerning the ethics of contractual arrangements.

20. Mayor Cahoon - Alligator River Bridge support - the Mayor Cahoon stated that he would contact Kill Devil Hills Mayor, Dare County Chair, Tyrrell County Chair, and the Columbia Mayor to arrange a meeting with some of the legislatures to highlight the Alligator River Bridge - submitting another resolution will not make a huge difference. Comr. Renée Cahoon added that the new NCDOT process discriminates against rural areas and asked Mayor Cahoon to mention this in the meeting.

21. Closed/Open Session - The Board entered Closed Session at 11:45 a.m. and re-entered Open Session at 12:20 p.m.

23. Adjournment - The Board recessed to Wednesday, May 18, 2022 at 9 am for a Budget Workshop - The time was 12:21 p.m.