



BOC ACTIONS
WEDNESDAY, DECEMBER 4, 2024

1. Call to order - Mayor Cahoon called the meeting to order at 9 a.m.

2. Agenda – the Board approved the Dec 4th agenda as presented.

3. Recognition

Recognition of former commissioner - Board members thanked former Comr. Kevin Brinkley for the long-lasting positive influence he has had on the Town. On behalf of the Board, Mayor Cahoon presented former Comr. Brinkley with a James Melvin original painting, a retirement plaque, and his "Commissioner" nameplate.

New Employees - Code Enforcement Officer Jonathan Kirks and Sanitation Equipment Operator Kyle Lang were welcomed by the Board to Town employment.

Five Years - Fire Engineer Skyla Lamberto-Egan was recognized by the Board for five years of service.

Twenty Years - Ocean Rescue Supervisor/Firefighter Chad Motz was congratulated by the Board for twenty years of service.

Retirement - Code Enforcement Officer Ed Snyder was recognized by the Board on his retirement.

4. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:

Budget Amendment #6 to FY 24/25 Budget

Tax Adjustment Report

Approval of Minutes

Annual Appointment of a Director to the Board of the Nags Head Leasing Corporation

Amendment to the Nags Head Personnel Policy Per Amended NC General Statute 143-805

Request for Public Hearing to consider Special Use/Site Plan Amendment Review for the Soundside Event Site

5. Public Hearing – to consider amendments to the Unified Development Ordinance re: Hotel Parking Standards - The Board adopted the ordinance amending the Unified Development Ordinance – with the correction to add "100" before "square feet". The Board also adopted the Statement of Consistency.

6. Planning Director - Planning Director Kelly Wyatt presented her monthly departmental report.

7. Site Plan review – The Board reviewed and approved the site plan for the Dare County EMS Station at 105 W Seachase Drive as presented - with the approval of the Village Architectural Committee.

8. Committee Reports

Comr. Sanders - Estuarine Shoreline Mgmt Plan Committee took a field trip with Moffat & Nichol and BioHabitat reps and visited the south side of NH Woods, marsh areas of Villa Dunes, and Soundside Road for stabilizing.

Mayor Cahoon – Jennette's Pier Advisory Committee met for an annual report presentation.

Mayor Pro Tem Siers – The DCTB approved the Town's requested grants with the exception of the traffic light - additional discussions will take place with the State as they want the light at the main entrance to the Event site. He will return with additional information.

Mayor Pro Tem Siers – Dare County Housing Task Force – Chair Donna Creef has put together a great support team and will present a report to each Town starting in January 2025 with more action to take place after that.

Comr. Lambert – The Septic Health Advisory Committee and the Government Access Channel Committee have not met since last month's reports.

9. Strategic Plan update - Town Manager Garman presented an update on the Strategic Plan as a result of the Board's Oct 2024 Retreat; He presented the web page developed by PIO Roberta Thuman, which provides updated information on the Strategic Plan objectives and goals. Board members thanked Ms. Thuman and Manager Garman for the report. The Board adopted the updated version of the Plan as presented.

10. Town Boards/Committees – The Board reappointed Meade Gwinn to another three-year term on the Planning Board and Margaret Suppler to another three-year term on the Board of Adjustment.

11. Agenda items H-4, H-5, H-6 - Mayor Cahoon announced that these agenda items re: construction bids were not ready but will return for Board consideration at the Dec 18th mid-month meeting.

12. Town Manager - Town Engineer David Ryan presented the latest update on the new Public Services Facility. The Administration, Water Distribution, Equipment, and combined Fleet Maintenance/Sanitation buildings are now occupied. He anticipates completion by mid Jan 2025.

13. Town Manager – He presented the final Town Hall Campus Master Plan (Facility Assessment Study). The immediate need is to work with Dare County on the EMS Station and the replacement of the Fitness Facility building. The Board adopted the Final Town Hall Campus Master Plan as presented.

14. Town Manager – He summarized the proposed resolution opposing Senate Bill 382. He explained that the bill would require obtaining consent from any property owner involved in a down-zoning action; he stated that the bill almost takes away the Town's authority to zone making it unable to respond to the challenges of growth. The Board adopted the resolution opposing Senate Bill 382 as presented.

15. Comr. Sanders – He thanked staff for the great job done with the Dowdy Park holiday decorations.

16. Mayor Pro Tem Siers – He spoke of some complaints he has received from building contractors re: the removal of their signage in yards when working on a house/structure. He questioned how the Town goes about tagging signage for removal. Town Manager Garman is to look into this further.

17. Mayor Pro Tem Siers – He noted that there are a lot of activities taking place in the Town for the holidays, in particular, the 12 Bars of Christmas/Misfit Christmas, events started by Nags Head resident Mark Ballog. He wished all employees a very Merry Christmas; he also thanked the Board for a good year.

18. Comr. Lambert – She wished Town staff and everyone a very Merry Christmas!

19. Mayor Cahoon - Mayor Cahoon wished everyone a Merry Christmas!

20. Mayor Cahoon – The Board approved the BOC meeting and FY 25/26 Budget calendars as presented.

21. Mayor Cahoon – He invited everyone to present their nominations for those living (Lightkeeper Award) and for those deceased (Nags Header Award) who have made significant contributions to the Town. He asked those interested to fill out the application on the Town's website and to spread the word.

22. Mayor Cahoon - On behalf of the Board, Mayor Cahoon stated that he was pleased to provide full-time employees a gift of \$150 and \$75 for part-time employees as a token of appreciation for a Christmas bonus.

23. Adjournment - The Board recessed to the Dec 18th mid-month meeting. The time was 10:50 a.m.