



**BOC ACTIONS  
WEDNESDAY, JUNE 11, 2025**

1. Call to order - Mayor Cahoon called the meeting to order at 9:00 a.m. A moment of silence was followed by the Pledge of Allegiance. He then recognized former elected officials in attendance: Bob Oakes, Webb Fuller, Bob Muller, and Renée Cahoon.
2. Agenda – The Board approved the June 11<sup>th</sup> agenda as presented. Mayor Pro Tem Siers was not present and excused.
3. Recognition –  
INTRODUCTION OF LIFEGUARDS – Ocean Rescue Director Chad Motz introduced the 2025 summer season lifeguards – Public Information Officer Roberta Thuman announced the premiere of a new short film titled "Service and Heroism: The Nags Head Ocean Rescue Story" to be held on July 15th at 7p.m. at Jennette's Pier.  
  
NEW EMPLOYEE – Deputy Town Manager/Finance Director Amy Miller introduced Customer Services Representative Abigail Larsen who was welcomed by the Board to Town employment.  
  
TEN YEARS – Public Services Director Nancy Carawan introduced Fleet Mechanic Jason Brickhouse who was recognized for ten years of service.  
  
THIRTY YEARS – Public Services Director Nancy Carawan introduced Water Operations Superintendent David Perry who was recognized for thirty years of service.  
  
PRESENTATION - 2025 Nags Header – Dr. Bruce Bortz was awarded the Nags Header of the Town for 2025 and joined the list of Town Nags Header recipients which began in 2005 with Nellie Myrtle Midgette Pridgen.  
  
PRESENTATION - 2025 Town Lightkeeper – J. Webb Fuller was awarded the Lightkeeper of the Town for 2025 and joined the list of Town Lightkeepers which began in 2000 with Carl Nunemaker.
4. Public Comment – Bob Muller, Nags Head resident, thanked the town for its participation in the 50th anniversary celebration of Jockey's Ridge State Park. He highlighted the successful concert, drone show, and other activities. Muller specifically commended the Nags Head Police Department for their unobtrusive but effective presence in managing traffic and safety.
5. Recess/Reconvene – The Board took a brief recess at 10:00 a.m. and reconvened at 10:10 a.m.
6. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:
  - Consideration of Budget Amendment #14 to FY 24/25 Budget
  - Consideration of Tax Adjustment Report
  - Approval of Minutes
  - Annual Write-Off of Uncollectible Water Accounts
  - Consideration of Resolution Authorizing the Town of Nags Head to join the Carolina Public Entity Cooperative (CPEC)
  - Consideration of NC DEQ/DWI ARPA Funding Resolution Authorizing the Deputy Town

Manager/Finance Officer as an Authorized Representative.

- Request for Public Hearing to Consider Proposed Financing for FY 2025/26 Project (Phase I Town Hall Campus Master Plan - Fitness Facility/Apartments)
  - Request for Public Hearing to Consider a North Carolina Public Beach and Coastal Waterfront Access Grant Application to Fund the Replacement of the Hargrove Street Bathhouse
- 7.** Public Hearing to consider citizen comments on the Town Manager’s proposed operating budget for July 1, 2025 – June 30, 2026, and additional documents – The Board passed motions to approve the following documents as presented:
- o Pay Plan
  - o Personnel Policy for the Police Clothing Allowance and Investigative Salary Differential
  - o Capital Improvement Requests for FY 25/26 through FY 29/30
  - o Consolidated Fee Schedule
  - o FY 25/26 Budget Ordinance
  - o Septic Health Initiative Program increasing water pump out credit to \$250
- 8.** Public Hearing – The Board unanimously adopted the ordinance amending the Zoning Map for a portion of the Nags Head Municipal Complex Property (5401 S Croatan Highway - Parcel #026404000 and 012187000) from R-3 (High-Density Residential) to SPD-C (Village) Institutional as presented.
- 9.** Public Hearing – The Board unanimously adopted the ordinance for a Zoning Text Amendment to the UDO - Section 9.36, Table of Uses and Activities for the SPD-C District, to Modify the List of Accessory Uses in Conjunction with the “Municipal Building” use within the Village Institutional Zoning Classification as presented.
- 10.** Planning Director – Planning Director Kelly Wyatt summarized her monthly report and was thanked by the Board for her efforts.
- 11.** Planning Director – The Board approved the site plan amendment submitted by the Town of Nags Head for the redevelopment of the Employee Wellness Facility and addition of Workforce Housing, located at 5401 S. Croatan Hwy, NH as presented.
- 12.** Planning Director – The Board unanimously appointed Basil Belsches as the Planning Board member to serve on the Septic Health Advisory Committee (SHAC).
- 13.** Committee Reports
- Comr. Sanders – Reported on the Jockey’s Ridge State Park 50<sup>th</sup> Anniversary Celebration, highlighting various "firsts" including an outdoor concert introduced by Governor Stein, horseshoes, yoga, and a pop-up disc golf course.
  - Comr. Lambert – Acknowledged the report given by Planning Director Wyatt regarding the Septic Health Advisory Committee and expressed excitement at the proactive approach being used to identify high-risk properties. She also noted that Government Access Channel has not met but will meet at the end of the month. Lastly, she highlighted the upcoming premiere of the Nags Head lifeguard film in July.
  - Mayor Cahoon – Noted that he was unable to attend the Jennette’s Pier Advisory Committee meeting and deferred the update to Manager Garman who reported that the pier’s decking was being replaced with a more durable material which will cause the sponsored fish to be displayed in a new way that is still being discussed.

- 14.** Disaster Debris Removal and Monitoring Contract Renewals - The Board approved the renewal agreements for Disaster Debris Removal and Monitoring as presented. This includes authorization for the Town Manager to execute the renewal agreements with DRC Emergency Services and with DebrisTech, LLC.
- 15.** Appointment to Town Board/Committee - The Board appointed Bradley Carey to the Planning Board for a three-year term.
- 16.** The Board unanimously approved the Resolution Opposing Senate Bill 257 Institution of Tolls and Increase of Existing Tolls on North Carolina Ferry Service Operations as presented.
- 17.** Attorney Leidy – Attorney Leidy provided an update on the inquiry regarding beach equipment or furniture left on dunes overnight. He explained that the area in question was part of the dune system and outside the ocean beach area, thus not subject to public trust rights. Leidy noted that the town lacks legislative authority to regulate such activity on private property in the dune area, as that authority is granted to the Department of Environment and Natural Resources, specifically the Division of Environmental Quality and the Division of Coastal Management.
- 18.** Town Manager Garman – Deputy Town Manager/Finance Director Amy Miller presented a Resolution in appreciation of David Clawson, Dare County Deputy County Manager & Finance Director. The Board unanimously approved the resolution.
- 19.** Town Manager Garman - Deputy Fire Chief Shane Hite summarized the 2025 Town Fireworks display; Zambelli is conducting the fireworks for July 4<sup>th</sup> at 9:25 pm at Nags Head Fishing Pier. The rain date is July 5<sup>th</sup>.
- 20.** Mayor Cahoon – Mayor Cahoon reported on recent visit to the state legislature with Commissioner Lambert and Town Manager Garman. The mayor also mentioned concerns about zoning legislation, noting that while a particularly problematic bill (HB 765) had died, pieces of it were being incorporated into other bills.
- 21.** Mayor Cahoon – The Board unanimously approved the Resolution in Opposition to Offshore Oil and Gas Development.
- 22.** Other Business – Mayor Cahoon shared details about his recent trip to Providence, Rhode Island, where he attended the award ceremony for the Orville T. Magoon Sustainable Coasts Award presented to Town Engineer David Ryan. Engineer Ryan expressed that he felt this award was not just his but a collaborative effort.
- 23.** Closed Session – The Board entered Closed Session to consider a personnel issue pursuant to 143-318.11(a)(6). The time was 11:16 a.m.
- 24.** Open Session - The Board re-entered Open Session at 11:32 a.m.
- 25.** Adjournment - The Board adjourned at 11:33 a.m.