



**MINUTES
TOWN OF NAGS HEAD
BOARD OF COMMISSIONERS
RECESSED MEETING
WEDNESDAY, JUNE 21, 2023**

The Nags Head Board of Commissioners met in person at the Board Room located at 5401 S Croatan Highway, Nags Head, North Carolina on Wednesday, June 21, 2023, at 9 a.m.

Board members Present: Mayor Ben Cahoon; Mayor Pro Tem Michael Siers; Comr. Renée Cahoon; Comr. Kevin Brinkley; and Comr. Bob Sanders

Board members Absent: None

Others present: Town Manager Andy Garman; Town Attorney John Leidy; Amy Miller; Kelly Wyatt; Nancy Carawan; David Ryan; Randy Wells; Shane Hite; Perry Hale; and Town Clerk Carolyn F. Morris

CALL TO ORDER

Mayor Cahoon called the recessed meeting to order at 9:00 a.m.

ADOPTION OF AGENDA

MOTION: Comr. Brinkley made a motion to approve the June 21st agenda as presented. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

PUBLIC COMMENT

No one present wished to speak during Public Comment.

CONSENT AGENDA

The Consent Agenda consisted of the following item:

- Consideration of Budget Amendment #16 to FY 22/23 Budget

MOTION: Comr. Renée Cahoon made a motion to approve the Consent Agenda as presented. The motion was seconded by Comr. Brinkley which passed unanimously.

Budget Amendment #16, as approved, is attached to and made a part of these minutes as shown in Addendum "A".

Consideration of Town Manager's proposed operating budget for July 1, 2023 – June 30, 2024, proposed CIP requests for FY 23/24 through FY 27/28, and updated Consolidated Fee Schedule – Public Hearing was held at the June 7th Board meeting

Mayor Cahoon introduced the agenda item related to the proposed operating budget and associated documents. He confirmed with Town Manager Garman that there was nothing further to add.

Pay Plan / Career Progression Plans

MOTION: Comr. Renée Cahoon made a motion to approve the Pay Plan and Career Progression Plans as presented. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

Organizational Chart

MOTION: Comr. Brinkley made a motion to approve the Organizational Chart as presented. The motion was seconded by Comr. Renée Cahoon which passed unanimously.

Capital Improvement Program (CIP) requests

MOTION: Comr. Renée Cahoon made a motion to approve the Capital Improvement Program (CIP) requests as presented. The motion was seconded by Comr. Brinkley which passed unanimously.

Consolidated Fee Schedule

MOTION: Comr. Brinkley made a motion to approve the Consolidated Fee Schedule as presented. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

FY 23/24 Budget Ordinance

MOTION: Comr. Brinkley made a motion to adopt the proposed FY 23/24 Budget Ordinance as presented. The motion was seconded by Mayor Pro Tem Siers which passed unanimously.

The FY 23/24 Budget Ordinance, as adopted, is attached to and made a part of these minutes as shown in Addendum "B".

The Pay Plan/Career Progression Plans, Organizational Chart, Capital Improvement Program requests, and Consolidated Fee Schedule, as approved, are on file in the Town Clerk's Office.

Mayor Cahoon expressed his appreciation that the budget preparation was open and transparent to the public and he thanked staff for all their work. Town Manager Garman thanked Mayor Cahoon and Board members for their support during the process.

ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY

Town Attorney John Leidy had nothing new to report.

ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER

Town Manager Garman - Request from Jockey's Ridge State Park Superintendent

Jockey's Ridge State Park Superintendent, Joy Greenwood, contacted Manager Garman indicating that the Park's 50th Anniversary celebration is being planned. She asked if one of the Board members would be interested in serving on a committee to plan the celebration.

MOTION: Comr. Brinkley made a motion to nominate Comr. Sanders to participate as a member of the Park's 50th Anniversary celebration committee. The motion was seconded by Comr. Renée Cahoon which passed unanimously.

Town Manager Garman – Cherry, Inc. house/property

Town Manager Garman confirmed with Town Attorney Leidy that a discussion on the Cherry, Inc. property (10211 E Seagull Drive) would take place during today's Closed Session.

BOARD OF COMMISSIONERS AGENDA

Comr. Renée Cahoon – Legislation to eliminate 900,000 acres of wetlands

Comr. Renée Cahoon reported that new legislation has been introduced that would do away with 900,000 acres of wetlands. She said this goes against the keeping of land to promote and protect fishing, etc. She asked if the Board would endorse the Mayor writing a letter to oppose this new legislation so that the State's wetlands can be protected. It was Board consensus that the Mayor draft a letter in opposition to the proposed legislation also known as the Farm Bill.

Comr. Renée Cahoon – Employee training costs

Comr. Renée Cahoon asked that the Board consider staff development of a policy re: employee training costs. She would like to see an employee that utilizes training opportunities by the Town and then uses that training to go into the private sector be required to pay back the Town those training costs. She feels if taxpayers pay for training costs then the costs to the Town should be recouped if the employee moves on. It was Board consensus to agree with the development of this policy by staff.

MAYOR'S AGENDA

Mayor Cahoon had nothing new to report.

CLOSED SESSION

Mayor Cahoon confirmed that there would be no other items to discuss after completion of the Closed Session.

MOTION: Comr. Brinkley made a motion to enter Closed Session to discuss an attorney/client privilege item including the Cherry, Inc. litigation and to preserve that privilege pursuant to GS 143-318.11(a)(3) and to consider a personnel matter pursuant to GS 143-318.11(a)(6). The motion was seconded by Mayor Pro Tem Siers which passed unanimously. The time was 9:08 a.m.

