



**BOC ACTIONS  
WEDNESDAY, DECEMBER 4, 2019**

1. Call to order - Mayor Cahoon called the meeting to order at 9:00 a.m.
2. Agenda – The Board approved the December 4<sup>th</sup> agenda as presented.
3. Recognition

New employees - Public Works Director Ralph Barile introduced Office Assistant Sue Cummings and Fire Chief Randy Wells introduced Firefighter Skyla Lamberto-Egan who were welcomed to Town employment.

4. Presentation - Todd D. Krafft Septic Health Initiative Program - Planning Director Michael Zehner briefly summarized the Town's Septic Health Initiative Program and the importance of Todd Krafft to the program and to the Town; Former Mayor Bob Muller who was a major figure in starting the Septic Health Initiative for the Town spoke and provided a brief summary – the program, adopted by the Board in 2002 is recognized, in large part due to Todd Krafft's work, on local, state, and federal levels. The Board adopted the resolution renaming the program as the Todd D. Krafft Septic Health Initiative Program as presented. The original resolution as well as a plaque for each of Mr. Krafft's children was presented to Kayleigh Krafft.

5. Presentation - Nags Head Woods - Steward Aaron McCall presented the annual Nags Head Woods Report via a powerpoint presentation which was well received; Comr. Renée Cahoon thanked Mr. McCall for his over twenty years of service to the Woods.

6. Presentation - 2019 Earl Murray, Jr. Employee of the Year Award - Town Manager Ogburn identified the nominees: Tax Collector Linda Bittner, Dep Fire Chief Shane Hite, Police Officer Joseph (JC) Mitchell, Sanitation Superintendent Ricky Spencer, and Code Compliance Officer Ed Snyder. Mayor Cahoon announced Sanitation Superintendent Ricky Spencer as the winner of the 2019 Earl Murray, Jr. Employee of the Year award.

7. Presentation - Dare County Motorcycle Toy Run – Terry Gray, President of the Dare County Motorcycle Toy Run, recognized important partnerships needed to raise money for underprivileged children. He thanked the Dare County and the local police depts for their assistance in incident-free events each year. He anticipates \$42,000 being raised this year to go to those in need. The video was well received. On behalf of the Dare County Motorcycle Toy Run, Mr. Gray presented a plaque of appreciation to Police Chief Phil Webster.

8. Presentation - 2020 Census Partnership Resolution – The Board adopted the resolution in support of the upcoming 2020 Census as presented.

9. Outgoing Board members - Recognition of Outgoing Mayor Pro Tem Susie Walters - Mayor Pro Tem Susie Walters congratulated Comr. Renée Cahoon and Kevin Brinkley on their Commissioner wins in the recent election. She read from her prepared speech as she left her position as Mayor Pro Tem. She emphasized how much she respected and enjoyed working with all Board members over the years whom she mentioned by name to include current Board members whom she wished well in planning the Town's future. She played on screen the song "Don't Stop Thinking About Tomorrow" by Fleetwood Mac. All Board members

expressed their appreciation of Mayor Pro Tem Walters and the work she has done for the Town/community. An engraved plant crock/vase was presented to Mayor Pro Tem Walters on behalf of the Board.

**10.** Reorganization - Town Clerk Carolyn F. Morris presented the official results of the November 5, 2019 municipal election; Commissioner oaths of office were taken by Comr. Renée Cahoon and Kevin Brinkley – followed by a brief photo break. The Board unanimously nominated Comr. Siers as Mayor Pro Tem who then took the oath of office.

**11.** Public Comment – no one present wished to speak during Public Comment.

**12.** Consent Agenda - The Consent Agenda was approved as presented and consisted of the following:

- Consideration of Budget Adjustment #5 to FY 19/20 Budget
- Consideration of Tax Adjustment Report
- Approval of minutes
- Consideration of amendments to the Consolidated Fee Schedule re: Planning fees
- Consideration of amendment to Town Code of Ordinances - Vehicle for Hire section
- Request for Public Hearing to consider amendments to the UDO re: off-street parking requirements associated with alternative/reduced parking, bicycle parking, associated conditional use permitting

**13.** Planning and Development Department update – Planning Director Michael Zehner provided a detailed monthly report for the Planning and Development Department in the Board package. He provided the opportunity for Board members to comment/ask questions of him. In response to Board questions, Director Zehner indicated that the timeline to be online 100% for building permits would be in the May 2020 timeframe. Online trade permits he anticipates to be available by the Feb/Mar 2020 timeframe. He also noted 28 short-term rental properties currently registered.

**14.** From Nov 6<sup>th</sup> Board meeting – Little Bridge - Town Manager Ogburn reported that he has discussed with NCDOT Engineer, Jerry Jennings, the Board’s wish to remove what was put in place – however, NCDOT has stated that they will not remove anything until the north pier is prohibited from fishing. Mayor Cahoon summarized the Board’s wish to switch to a pedestrian-activated light and to provide the appropriate signage to indicate the function of the lights for drivers who approach Little Bridge as well as to warn pedestrians about to cross. The primary request is for NCDOT to make the Little Bridge lights work the way intended.

**15.** Speed limit reduction - Town Manager Ogburn said that he would follow up with NCDOT concerning changing the default speed limit on US 158 to 45 MPH. Mayor Cahoon reported that he has spoken to Mayor-Elect Ben Sproul of the Town of Kill Devil Hills concerning reducing the speed limit on US 158 to 45 MPH for consistency throughout the towns; Mayor-Elect Sproul indicated that he would discuss this with his Board.

**16.** From Nov 6<sup>th</sup> Board meeting - Update on ADA Study; Workforce Housing Study/Plan; Building Access Security – The Board approved the Budget Amendment for \$15,910 for the Building Access Security Measures Study as requested.

**17.** Committee reports - Mayor Cahoon – he recently attended a NC Rural Conference and one key thing he took away is the need to invite elected officials, consultants, etc. that can address rural issues to schedule a conference in the rural areas so those affected can attend and their issues can be addressed.

**18.** Committee reports – Comr. Fuller – OBVB Event Site Advisory Board met and is considering ideas for the site that includes the recently-purchased Pamlico Jack’s restaurant. The Outer Banks Voice, he noted, has an accurate rendering of the Advisory Board’s recent meeting. Comr. Fuller said that the Advisory Board has agreed to engage an engineer to review the conceptual value of discussions along with the Town’s ordinances.

- 19.** Town Board/Committee appointments/reappointments – The Board reappointed the following five members to the Arts & Culture Committee who had expressed interest in serving another term: Leslie Erickson, Lauren Evans, Ginny Flowers, Kerry Oaksmith-Sanders, Peggy Saporito. The Board passed a motion to consider the Planning Board appointments at the January 8, 2020 Board of Commissioners meeting.
- 20.** DCTB appointment/reappointment – The Board passed a motion to nominate Comr. Fuller to another two-year term on the Dare County Tourism Board.
- 21.** Town Attorney - Attorney Leidy requested a Closed Session so that he and Attorney Ben Gallop can update the Board on the status of the Beach Nourishment Project condemnation litigation. It was Board consensus to move the Closed Session to the end of the meeting.
- 22.** Town Attorney - Attorney Leidy congratulated Comr. Brinkley on his election win and wished him well.
- 23.** Town Manager Ogburn - Comprehensive Stormwater Maintenance and Projects Update  
Hunter Freeman, Withers Ravenel – He provided a report on the upcoming S Nags Head drainage projects which include improvements to S Old Oregon Inlet Road.  
Mike Norris, Town Facilities Maintenance Supervisor – He updated the Board on the status of annual drainage maintenance work taking place throughout Town to include cleaning out culverts and re-stabilizing ditches.  
David Ryan, Town Engineer – Reported on the “IFLOOD” app which processes information from the field into a common database. Field reports are consolidated and viewed online.
- 24.** Comr. Renée Cahoon – The Board adopted the resolution opposing the reclassification of jurisdictional waters as presented. Board members agreed the resolution should be forwarded to local municipalities.
- 25.** Mayor Cahoon – The Board passed a motion to approve \$100 gift cards for Town employees in appreciation of their work. On behalf of the employees, Town Manager Ogburn thanked the Board.
- 26.** Closed Session – The Board entered Closed Session to receive an update from the attorney on the Richardson litigation matter under the attorney/client privilege - The time was 11:32 a.m.
- 27.** Open Session - The Board re-entered Open Session at 12:40 p.m.
- 28.** Comr. Renée Cahoon – She asked the Board to consider staggered terms for the Arts & Culture Committee so that all terms do not expire at the same time.
- 29.** Adjournment - The Board recessed to Wednesday, December 11<sup>th</sup> at 9 a.m. in the Board Room – the time was 12:43 p.m.