



**TOWN OF NAGS HEAD
BOC ACTIONS
May 1, 2013**

1. Call to order - Mayor Oakes called the meeting to order at 9:00 a.m. He noted that Comr. Sadler and Comr. Walters were not present.
2. Adoption of agenda – the Board passed a motion to adopt the May 1st agenda – moving agenda item #7 re: Board policy requiring motor vehicle record check of all Town employees and new hires to New Business for a separate discussion.
3. Audience Response - Police Chief Kevin Brinkley spoke about the Outer Banks Bicycle and Pedestrian Safety Coalition which promotes safety for pedestrians and bicyclists; Some upcoming events will take place May 8th in the Outer Banks Mall Food Lion parking lot; May 8th is Bike To School Day; and May 3rd is at Nags Head Elementary School.
4. Recognition
 - Domestic Violence Prevention Proclamation was adopted.
 - Accident Prevention Week Proclamation was adopted.
 - Firefighter/EMT/Town Safety Officer Shane Hite introduced the Safety Committee members
 - Police Chief Kevin Brinkley introduced new Police Officer Keri Calbio; and he introduced Animal Control Officer/Police Officer Lora Gilreath who was recognized for five years of service.
 - Finance Officer Kim Kenny introduced Water Customer Service Coordinator Christie Bliven who was recognized for ten years of service.
5. Consent agenda - The Board passed a motion to approve the Consent agenda as amended – moving agenda item #7 to New Business for separate discussion. The Consent Agenda consisted of:
 - Consideration of Budget Adjustment #11 and Tax Adjustment Report
 - Consideration of waiver of beach nourishment tax penalty for Municipal Service District parcels
 - Consideration of Resolution to establish Capital Reserve Fund
 - Consideration of Resolution authorizing tax-exempt lease/purchase contract
 - Approval of Minutes
 - Consideration of Board Policy requiring Motor Vehicle Record check of all Town employees and new hires (Moved to New Business for separate discussion)
 - Consideration of Interlocal Agreement with Dare County for storm debris pickup
 - Consideration of MOA with Dare County in support of DC EOP
6. Public Hearing – The Board passed a motion to adopt the zoning ordinance text amendment - amending the residential dimensional requirements within the C-2, General Commercial and CR, Commercial Residential Zoning Districts relating to overall lot size and lot width - Attorney Leidy pointed out that a second reading is required as $\frac{3}{4}$ majority is required for first-time ordinance adoption.

7. Carolinian Circle – The Board adopted the Carolinian Circle Improvement Project – Preliminary Assessment Resolution - as presented – the Public Hearing was set for the June 5th Board meeting.

8. Committee reports - Coastal Resources Commission (CRC) meeting – Comr. Cahoon stated that there may be a CRC meeting next week – May 8th at Pivers Island in Beaufort. Comr. Cahoon said that one of the items moving forward is a proposal to redefine how septic tanks that service oceanfront structures are treated – the proposal is to treat septic tanks and houses as one structure for purposes of repair/replacement.

Colony Ridge Advisory Committee meeting – Mayor Oakes reported on a recent meeting.

9. Board/Committee appointments – The Board passed a motion to reappoint Judy Burnette to the Board of Adjustment and Annette Ratzenberger to the Firemen’s Relief Fund Board of Trustees.

10. Sky lantern ordinance – The Board passed a motion to adopt the amendment to prohibit sky lanterns as presented. Attorney Leidy pointed out that a second reading is required as $\frac{3}{4}$ majority is required for first-time ordinance adoption.

11. It was Board consensus to adjourn today’s meeting and to meet on May 15th as a Special Meeting.

12. Moved from Consent agenda – Motor vehicle record check policy – The Board passed a motion to approve the Motor Vehicle Record Check Policy with the inclusion of volunteers.

13. Town Attorney - Town Attorney Leidy reported that oral arguments in the Sansotta litigation have been scheduled for May 17, 2013 in Richmond, Virginia.

14. Town Manager - Public Information Officer Roberta Thuman distributed copies of the Town Manager’s proposed FY 13/14 budget to Board members.

Town Manager Ogburn presented his proposed FY 13/14 Budget via a powerpoint presentation.

The Board passed a motion to schedule a Public Hearing to hear citizen comment on the proposed FY 13/14 Budget at the June 5th Board of Commissioners meeting.

15. Annual Nags Head Woods Report - Steward Aaron McCall presented the annual report.

16. Town Manager - Project Manager David Ryan updated the Board on stormwater projects.

17. Town Manager - Board members agreed with Comr. Cahoon to wait and see how NCDOT cutting of swales in South Nags Head works this summer before taking any action.

18. Town Manager – It was Board consensus that an ordinance re: improvements within easements containing public drainage facilities would be better/more enforceable than a policy; since the Planning Board is currently reviewing stormwater ordinances, Board members referred the proposed policy to the Planning Board for their review.

19. Comr. Cahoon - It was Board consensus that staff forward public notices (utilize the Sunshine List) to additional agencies to include Chamber of Commerce, OBVB, and Association of Realtors.

- 20.** It was Board consensus to send the zoning ordinance amendment re: ice cream vendor stands/carts at retail shopping centers back to the Planning Board for processing.
- 21.** Comr. Cahoon – The Board passed a motion to send a zoning ordinance amendment that would allow replacement of a business’s existing signage and light fixtures over 35 feet in height, to the Planning Board for processing. [The recent Board of Adjustment case involving the Surf Side Motel applies.)
- 22.** Comr. Cahoon - Comr. Cahoon thanked the local businesses who stayed open for the 2013 High School after-prom activities. She stated that this was very much appreciated by all.
- 23.** Comr. Cahoon - In an effort to increase customer service, it was Board consensus to direct Town Manager Ogburn to provide more notification, and photos when appropriate, to those out of Town property owners whose properties are affected by issues noticed by Town staff.
- 24.** Mayor Pro Tem Remaley – In response to Mayor Pro Tem Remaley, Town Manager Ogburn stated that he would follow up and verify that house addresses, milepost markers, and street names are visible on the oceanfront so that visitors can identify their location.
- 25.** Adjournment – The Board passed a motion to adjourn – the time was 11:55 a.m.