



BOC ACTIONS
REGULAR MEETING
WEDNESDAY, JUNE 1, 2022

1. Call to order - Mayor Cahoon called the meeting to order at 9 am. He asked that the recent tragic mass shootings be considered during a moment of silent meditation.
2. Adoption of agenda – the June 1st agenda was approved as presented.
3. Recognition – Lifeguards for the 2022 summer season - Ocean Rescue Director Chad Motz introduced the 2022 lifeguards via a video presentation where each lifeguard introduced themselves.

TWENTY-FIVE YEARS - Water Plant Superintendent Nancy Carawan introduced Facilities Maintenance Custodian Robin Taylor who was congratulated by the Board for 25 years of service.

4. Public Comment – no one present spoke during Public Comment.
5. Consent Agenda - The Consent Agenda was approved as presented and consisted of the following:
 - Consideration of Budget Amendment #14 to FY 21/22 Budget
 - Consideration of Tax Adjustment Report
 - Approval of minutes
 - Consideration of annual write-off of uncollectible water accounts
6. Public Hearing to consider citizen comment on the Town Manager’s proposed operating budget for July 1, 2022 – June 30, 2023, proposed CIP requests for FY 22/23 through FY 26/27, and updated Consolidated Fee Schedule and Pay Plan/Scale

Bob Muller, Nags Head resident; he complimented the Board and staff on the presentation of the budget, on the high tax collection rate, on the fund balance amount obtained through careful budgeting, and for a remarkable budget with short and long-term range planning.

The following documents were approved/adopted, as presented (unless noted) via unanimous vote:

- FY 22/23 Budget Ordinance
- Capital Improvement Plan
- Consolidated Fee Schedule
- Fund Balance Policy
- Capital Investment Fund Policy
- Capital Investment Fund Ordinance
- Debt Management Policy
- Salary Schedule/Grade List/Class List/Lifeguard Pay Plan
- Septic Health Initiative Policy
- Cell Phone Policy – Approved with an amendment removing paragraph “F”
- Job Description - Sanitation Equipment Operator
- Job Description - Sanitation Equipment Operator Trainee

- Job Description - Sanitation Equipment Operator Crew Leader
- Job Description - Event Planner

7. Public Hearing to consider a text amendment to the Unified Development Ordinance submitted by George E. Goodrich to vary/increase the maximum allowable gross floor area permitted within individual dwelling units within a conforming Cottage Court - The Board passed a motion to table consideration of this amendment and to forward it back to the Planning Board for their consideration with the following direction: To maintain diversity within the cottage court to consider allowing some size increase beyond the current size, and to permit some number of two-story units within the cottage court. The motion passed 4 – 0 as Comr. Renée Cahoon requested and was excused from the item.

8. Planning Director – The update provided by the Planning Director was well received; Thursday, June 16th at 9 am is the next scheduled Dowdy Park Farmers Market.

9. Consideration of appointment to Decentralized Wastewater Master Plan (adopted at May 4, 2022 Board meeting) committee to develop voluntary septic operations maintenance subscription service – The Board passed a motion to appoint the following to the Voluntary Septic Subscription Service Working Group: Technical assistance provided by NC State Dr. Bob Rubin and University of GA Dr. Katie Hill; Planning Director Kelly Wyatt, Dep Planning Director Kate Jones, Town Manager Andy Garman, Dep Town Manager/Finance Director Amy Miller; former Mayor Bob Muller and Town Comr. Kevin Brinkley. Planning Board members are to consider participation in the committee also.

The committee's charge was confirmed as follows:

- Improve the performance of septic systems in the Town by making sure maintenance and repair are done on a regular basis; and Create a program that can be replicated by other local governments or accessed by homeowners outside of Nags Head.

10. Electronic Vehicle Plan prepared by Duke University students - It was Board consensus that the public view and provide feedback on the Electronic Vehicle (EV) Plan; find out if any of the Town's sister communities have plans to electrify their fleet; if there's been any impact from EV on cottages and is that something being advertised; and to return to the Board with any comments/recommendations for further discussion and consideration.

11. Event Sponsorship Policy – It was Board consensus to thank the Arts and Culture Committee for the proposed Event Sponsorship Policy and to request that feedback be obtained from the public before Board adoption, and that the Town Attorney review for legality.

12. Committee Reports

Mayor Pro Tem Siers – Dare County Tourism Board (DCTB) - there will be a public meeting at the Haven on the Banks facility in Nags Head Monday, June 6th to identify proposals for the Soundside Event Site.

Comr. Renée Cahoon – Governmental Education Access Channel Committee (GEACC) met last week and finalized their budget.

Comr. Brinkley – Jennette's Pier Advisory Committee - due to staff shortages the committee will meet in person later in the summer; an email was forwarded by Executive Director Mike Remige with an update on repairs and maintenance; the Waves To Water event was successful in spite of inclement weather.

Comr. Sanders – Estuarine Shoreline Access Committee – all documentation concerning the Estuarine Shoreline Access Committee is available on the Town's web site (under the Planning and Development

Dept page); the committee is in the process of reducing from 10 to three - erosion areas for shoreline management projects.

13. Public Services Master Plan – Architecture Update - Tim Oakley of the architectural firm Oakley Collier presented an update on the progress of the Public Works Facility Plan. The Board passed a motion to approve the Budget Amendment in the amount of \$100,000 to cover the initial costs of the building design services component of the Public Works Facility Plan and to authorize the Town Manager to proceed with the contract amendment with Oakley Collier.

14. Beach Nourishment Master Plan Update - Brian Joyner of Moffat & Nichol presented a PowerPoint presentation with an update of the Beach Nourishment Master Plan. The Ellis Island dredge (larger dredge) may be available earlier, in mid-July. Mr. Joyner expects the project to be completed by the first week of September 2022 – but will be sooner if the Ellis Island dredge arrives earlier.

In response to Comr. Renée Cahoon, Engineer Ryan said that the annual beach monitoring reports as well as the sea bed borings (samples) can be made available in the Town Hall lobby for viewing by the general public if desired.

15. Town Manager Garman – The Board approved the request from TFC Recycling which would increase the monthly cost for each customer by \$.60 as presented.

16. Town Manager Garman – It was Board consensus that the Pedestrian Path Committee item return to the Board at the August 2022 meeting for discussion/consideration after information is forwarded to the community requesting those interested in serving – Board members would like to see all geographic areas represented on the committee.

17. Comr. Renée Cahoon – It was Board consensus to endorse taking the issue of large holes on the beach to state-wide coastal communities for endorsement of local legislation that would give coastal towns some teeth to enforce this issue. A public safety campaign concerning this issue was also mentioned.

18. Mayor Cahoon – The resolution re: support of a Wright Brothers Tribute Museum and Observatory in Kitty Hawk was presented for consideration - the Board took no action on the proposed resolution.

19. Town Manager Garman - Town Manager Garman mentioned the upcoming Shred Event scheduled for Saturday, June 11th at Town Hall from 9 am to 12 noon – all are invited to participate.

20. Comr. Renée Cahoon - Comr. Renée Cahoon thanked staff who worked on the recent Memorial Day event which was much appreciated and well attended.

21. Closed Session – The entered Closed Session to consult with the Town Attorney re: pending litigation updates, and other issues within attorney/client privilege at 12:04 p.m. The Board re-entered Open Session at 12:30 p.m.

22. Adjournment – The Board adjourned at 12:30 p.m.