



BOC ACTIONS NOVEMBER 1, 2023

1. Call to order - Mayor Cahoon called the meeting to order at 9 a.m.
2. Agenda – The Board adopted the November 1st agenda as presented.
3. Recognition

Five years - Environmental Planner Conner Twiddy and Water Distribution Crew Leader Seth Gray were congratulated by the Board for five years of service.

Twenty years - Public Services Director Nancy Carawan was congratulated by the Board for 20 years of service.

CFO Certification - Dep Fire Chief Shane Hite was congratulated for achieving the designation of Chief Fire Officer (CFO).

Nags Head Woods Annual Report - Steward Aaron McCall presented his annual report via powerpoint presentation. His presentation was well received; Board members thanked Steward McCall for his and his staff's efforts to provide improvements and an interactive experience.

Earl Murray Jr Employee of the Year for 2023 – Nominees were presented by Dept Heads:

Admin Services/Town Mgr's Office – Nominee Roberta Thuman – presented by Dep Town Manager Amy Miller
Planning Dept – Nominee Paige Griffin was unable to be present – presented by Planning Director Kelly Wyatt
Public Services Dept – Nominee Seth Gray – presented by Public Services Director Nancy Carawan
Police Dept – Nominee Steven Anderson – presented by Police Chief Perry Hale
Fire Dept – Nominee James Moseman – presented by Fire Chief Randy Wells

On behalf of the Board, Mayor Cahoon congratulated *Police Lieutenant Steven Anderson* as the 2023 Earl Murray Jr Employee of the Year!

4. Consent Agenda - The Consent Agenda was approved as presented and consisted of the following items:
 - Tax Adjustment Report
 - Approval of minutes
 - Consideration of updated Pay Plan/Organizational Chart
 - Request for Public Hearing for consideration of a Subdivision Waiver submitted by Quible and Associates, PC on behalf of Ronald and Sabrina Mikita, for one (1) proposed two-lot Minor Subdivision
 - Request for Public Hearing for consideration of text amendments to the UDO as it pertains to the use of "Restaurant, Drive Through" as a permissible use within Commercial Mixed-Use
 - Request for Public Hearing for consideration of text amendments to the UDO as it pertains to the appraisal and purchase of precious metals, antiques, collectibles as acceptable accessory use to retail jewelry shops
5. Planning Director - Planning Director Kelly Wyatt summarized her monthly report.
6. Board/Committee appointment – The Board reappointed Jeanne Kramer to the Personnel Grievance Panel.
7. Town Attorney - Attorney Robert Hobbs thanked the Board for allowing him to fill in for Attorney John Leidy at today's meeting.

- 8.** Town Manager - Town Engineer David Ryan provided an update on the construction of the new Public Services Facility - In the next 30-45 days, transition to site work will take place which will begin in the area of the current brush yard; February/March 2024 is estimated date of occupation of the Equipment Building and the Water Distribution / Administration Building; October 2024 is estimated completion date of all Public Services buildings.
- 9.** Town Manager - Town Manager Andy Garman summarized the Community Survey results with a powerpoint presentation. Some of the questions referred to the direction the Town is headed, Recreation, Housing, and Traffic and Transportation. The number one item suggested as the most important charge or improvement to the Town was Affordable Housing.
- 10.** Discussion of Old Nags Head Place Drainage Restorage Project - It was Board consensus that adding piping may degrade water quality down the road and may also increase long-term maintenance - The swales are needed and the project should move forward as originally intended.
- 11.** Town Manager - Manager Garman provided an update on the Bladen St Beach Access which is where the underwater Huron Wreck is located. Staff is working on a project to revitalize the site – Public Services is working to clean up the access, repair the gazebo, improve the signage, etc. Public Information Officer Roberta Thuman has been working with officials on the Huron panel information to include some updated information.
- 12.** Comr. Brinkley – He reported that the Fire Staffing Analysis Committee met last week and will meet again next week.
- 13.** Comr. Renée Cahoon – She reported that nothing has been heard from NCDOT concerning correction of the traffic signals.
- 14.** Comr. Renée Cahoon – She reported that the Nags Head Post Office Interim Postmaster has gone and the new Postmaster is now on site and is providing much better customer service.
- 15.** Comr. Renée Cahoon – She thanked all the Boards she has worked with and the wonderful staff she has worked with over the years with the Town of Nags Head.
- 16.** Mayor Pro Tem Siers – He thanked Engineer David Ryan for his work on the Public Services Project and keeping the Board informed of the progress of the construction.
- 17.** Mayor Pro Tem Siers – He expressed his appreciation for Comr. Renée Cahoon’s dedication to the Town and her work for the Town over the past 25+ years.
- 18.** Mayor Cahoon – Although this is Comr. Renée Cahoon’s last meeting as Nags Head Commissioner; Mayor Cahoon noted that she will return to the Board’s January 3rd meeting to be publicly celebrated. Mayor Cahoon said that Comr. Renée Cahoon has always used the following guiding principle which he commended her for: Is it good for Nags Head, Is it good for the environment, and Is it good for North Carolina.
- 19.** Comr. Brinkley – He commended Comr. Renée Cahoon - Comr. Brinkley pointed out that it has been a pleasure working with Comr. Renée Cahoon and he wishes her the best in retirement.
- 20.** Comr. Sanders – He commended Comr. Renée Cahoon - Comr. Sanders said that it has been a pleasure learning from Comr. Renée Cahoon and he wishes her the best.
- 21.** Adjournment - The Board recessed to the Board Retreat on November 16th at 9 am at 2521 S Virginia Dare Trail - The time was 11:28 a.m.