



COUNTY OF DARE
PO Box 1000. MANTEO. NC 27954

DARE COUNTY BOARD OF COMMISSIONERS

Dare County Administration Building
954 Marshall C. Collins Dr., Manteo, NC

Monday, May 02, 2022

“HOW WILL THESE DECISIONS IMPACT OUR CHILDREN AND FAMILIES?”

AGENDA

- 9:00 AM** **CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1** Opening Remarks - Chairman's Update
- ITEM 2** Service Pins - May, 2022
- ITEM 3** Employee of the Month
- ITEM 4** Public Comments
- ITEM 5** Joe Thompson (Avon Pier LLC) Travel Trailer Sites on Existing Commercial Property
SUP Application (Avon by the Sea RV Park)
- ITEM 6** Special Use Permit #2-2022 for Beachland Farms Travel Trailer Park
- ITEM 7** Children & Youth Partnership for Dare County
- ITEM 8** Proclamation for EMS Week: May 15-21, 2022
- ITEM 9** Ferry Division Grant Application
- ITEM 10** Presentation of Manager's 2023 Recommended Budget
- ITEM 11** Affordable Housing
- ITEM 12** **Consent Agenda**
- 1. Approval of Minutes
 - 2. DHHS - Public Health - Dental Van Maintenance & Ultrasound Equipment Purchase
 - 3. Tax Collector's Report
 - 4. Budget Amendment for Transfer from the LEOSSA Fund to the LEOSSA Irrevocable Trust
 - 5. Budget Amendment to Close NC Office of Recovery & Resiliency Grant Fund
 - 6. Sanitation Fuel and Maintenance and Repair of Vehicles
 - 7. Sanitation Dumpster Purchase/Sales
 - 8. Sanitation Truck Rental
 - 9. Dare County Tourism Board Request Consent Expenditure from Long Term Unappropriated Grant Fund Line Item 4585
- ITEM 13** **Board Appointments**
- 1. Dare County Board of Adjustment
 - 2. Veterans Advisory Board
- ITEM 14** **Commissioners' Business & Manager's/Attorney's Business**

ADJOURN UNTIL 5:00 P.M. ON MAY 16, 2022



Opening Remarks - Chairman's Update

Description

Dare County Chairman Robert Woodard will make opening remarks.

Board Action Requested

Informational Presentation

Item Presenter

Chairman Robert Woodard, Sr.



Service Pins - May, 2022

Description

Service pins for the month of May will be presented

Board Action Requested

None

Item Presenter

Robert Outten, County Manager



Employee of the Month

Description

The Employee of the Month Certification will be presented.

Board Action Requested

None

Item Presenter

To Be Determined



Public Comments

Description

The Board of Commissioners encourages citizen participation and provides time on the agenda at every regularly scheduled meeting for Public Comments. This is an opportunity for anyone to speak directly to the entire Board of Commissioners for up to five minutes on any topic or item of concern.

Comments can be made at the Commissioners Meeting Room in Manteo (Administration Bldg., 954 Marshall Collins Drive, Manteo) or through an interactive video link at the Fessenden Center Annex (47013 Buxton Back Road, Buxton).

Board Action Requested

Hear Public Comments

Item Presenter

Robert Outten, County Manager



Joe Thompson (Avon Pier LLC) Travel Trailer Sites on Existing Commercial Property SUP Application (Avon by the Sea RV Park)

Description

A site plan and special use permit application has been resubmitted by Joe Thompson on behalf of Avon Pier LLC for the development of travel trailer sites in conjunction with an existing commercial property. This resubmittal will allow the developer additional time to install the proposed improvements. The site plan, staff report, original special use permit, and new draft special use permit are attached with this cover sheet.

Board Action Requested

Approval of draft SUP and site plan. "I move that SUP #3-2022 and associated site plan for the Avon by the Sea Travel Park be approved."

Item Presenter

Noah H Gillam, Planning Director



County of Dare

P.O. Box 1000 | Manteo, North Carolina 27954 | 252.475.5000

MEMORANDUM

April 19, 2022

TO: DARE COUNTY BOARD OF COMMISSIONERS

FROM: Noah H Gillam 

RE: Joe Thompson (Avon Pier LLC) Travel Trailer Sites on Existing Commercial Property-Special Use Permit

In December of 2020 the Dare County Board of Commissioner reviewed a special use permit and associated site plan for Joe Thompson to allow for travel trailer sites on his existing commercial property in Avon. The property is identified as parcel 014800000 on the Dare County Tax Records. During the Boards review the special use permit and associated site plan was granted approval. A condition of the special use permit and the Dare County Travel Trailer Park Ordinance required that all improvements be installed and a final plat be submitted to the Planning Director for approval within a 12 month period. The applicant began installing improvements but encountered problems due to COVID-19, material shortages, and labor shortages the improvements were unable to be finished before the 12 month time period expired.

The Dare County Travel Trailer Park Ordinance requires the applicant to resubmit the proposal before the Planning Board and Board of Commissioners for approval of the special use permit and associated site plan if time expires before the project is completed. The applicant has submitted the prior approved site plan for the boards review since there have been no major change to the proposed project since it was granted approval in 2020. A new draft SUP is attached to this memo for the board's review that reflects the original conditions of the December 2020 approved SUP.

The Dare County Planning Board reviewed the Special Use Permit application at their April 11, 2022 meeting and found the conditions of the SUP reasonable and appropriate.

The original approved SUP #5-2020, draft SUP #3-2022 and associated site plan are attached to this memo for the boards review.

The notice procedures for quasi-judicial uses established in Section 22-72 of the Dare County Zoning Ordinance were implemented.

Draft motion— "I move that SUP #3-2022 and associated site plan for the Avon by the Sea Travel Trailer Park be approved."



Conditional Use Permit No.5 --2020

Dare County Sections 22-26, 22-68 & Chapter 160.

Application of: Joe Thompson, Avon Pier LLC

On December 21, 2020 the Dare County Board of Commissioners considered the application of the Petitioner above named which application is on file with the Dare County Planning Department, and the Board finds as follows:

1. That the written application of Petitioner with attachments has been duly submitted to the Dare County Planning Board as required by Section 22 of the Dare County Code (hereinafter referred to as "Code");
2. That the application substantially complies with the requirements of the Code in that it requests uses permitted by conditional use permit under the Code, including residential structures in a group housing development;
3. The subject property is zoned C-3. This property is identified on the Dare County tax records as parcel 014800000 and located in the Avon tax district.
4. That the Dare County Planning Board recommended for approval the granting of this Conditional Use Permit as requested. The Planning Board made this recommendation on November 09, 2020.
5. That the Dare County Board of Commissioners is empowered under sections of the Code set out above to grant uses such as allowed herein and insofar as the conditional use is hereinafter allowed it will not adversely affect the public interest;
6. That the hereinafter described conditional use is deemed to be reasonable and is not in degradation of the intent of the ordinance.
7. That upon the evidence received, the testimony presented, and the submitted written record, there are sufficient facts to support the issuance of this Conditional Use Permit according to the terms and conditions below:

NOW, THEREFORE, under the provisions of the Code, the following conditional use is granted to Joe Thompson on behalf of Avon Pier LLC for Travel Trailer Sites on a Commercial Site subject to such conditions as are hereinafter set out:

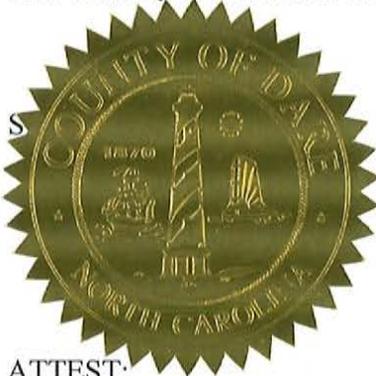
CONDITIONAL USE: 26 travel trailer sites on an existing commercial site. A site plan depicting the proposed improvements identified as Appendix B is included as part of this Permit.

CONDITIONS:

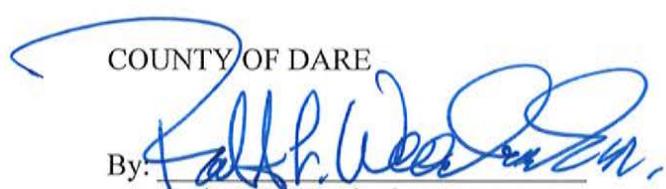
1. The travel trailer park shall operate as prescribed in the definition set forth in Chapter 160 Travel Trailer Parks and Campgrounds of the Dare County Zoning Ordinance.
2. A total of 26 travel trailer sites; a 960 square foot bath house. 15' feet of separation must be maintained between sites and structures. Each travel trailer site shall be improved with a surface material such as gravel or concrete. One 10' x 20' parking space for motor vehicles shall be provided for each camping space.
3. Travel Trailers may be allowed to remain in the park on a year-round basis however such units shall not be used as permanent dwellings. Any travel trailer that remains in the park on a year round basis shall be fully licensed and ready for highway use. Highway use is defined as remaining on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and has no permanently attached additions.
4. No additions, decks, porches, or other appurtenances other than 100 square foot entrance landing shall be allowed for each travel trailer. It shall be the responsibility of the park owner to ensure that all travel trailer owners are aware of this requirement. Any travel trailer site found to be in violation shall be required to remove all improvements found to be inconsistent with the travel trailer park ordinance.
5. In areas of two-way travel, a 20' wide gravel road shall be constructed and in areas of one way travel, a 12' wide gravel road shall be constructed. The gravel road shall be constructed to a minimum 8" depth of gravel consistent with NCDOT sub-base standards for subdivision roads.
6. The campground shall be served by central water from the Dare County water system and will utilize on-site wastewater systems subject to approval by the Dare County Health Department.
7. A bathhouse facility will be constructed on the site as required by the Dare County Travel Park Ordinance. The number of fixtures provided shall be as established in the Travel Trailer Park Ordinance.

8. The perimeter of the travel trailer sites shall be buffered according to Section 160.22 of the Travel Trailer Park Ordinance.
9. The proposed fire hydrant to be relocated shall be coordinated with the Dare County Fire Marshal, and shall be tested for flow and the results shall meet the requirements of the Dare County Fire Marshal prior to any improvements being installed on site.
10. All supplemental state and federal permits shall be secured prior to the installation of any of the improvements for the travel trailer park. Copies of these permits shall be provided to the Dare County Planning Department.
11. A copy of the tenants lease shall be provided to the Dare County Planning Department.
12. All proposed improvements shall be installed within 12 months of the Dare County Board of Commissioner Approval. A final plat depicting the location of all site improvements shall be submitted to the Planning Director for final review to ensure compliance with the approved site plan.
13. Any signage for the campground shall be subject to a separate review and approval process according to the Dare County Sign Ordinance.
14. All other terms and provisions of the Dare County Zoning Ordinance shall remain in full force and effect except as herein specifically permitted otherwise;

This 21st day of December 2020



COUNTY OF DARE

By: 

Robert L. Woodard

Dare County Board of Commissioners

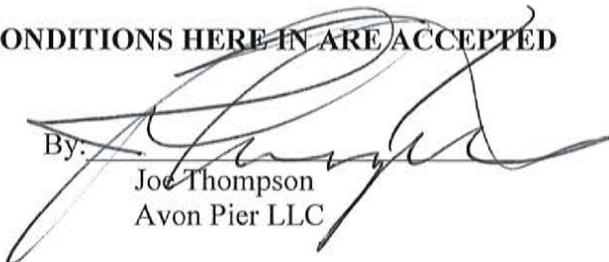
ATTEST:

By: 

Cheryl Anby

Clerk to the Board

THIS PERMIT AND THE CONDITIONS HERE IN ARE ACCEPTED

By: 

Joe Thompson
Avon Pier LLC

APPROVED AS TO LEGAL FORM

By: 

Robert L. Outten
County Attorney



Special Use Permit No.3 --2022

Dare County Sections 22-26, 22-68, 22-70 & Chapter 160.

Application of: Joe Thompson, Avon Pier LLC

On May 02, 2022 the Dare County Board of Commissioners considered the application of the Petitioner above named which application is on file with the Dare County Planning Department, and the Board finds as follows:

1. That the written application of Petitioner with attachments has been duly submitted to the Dare County Planning Board as required by Section 22-65 of the Dare County Code (hereinafter referred to as "Code");
2. That the application substantially complies with the requirements of the Code in that it requests uses permitted by special use permit under the Code subject to the quasi-judicial procedures set forth in Section 22-70, including; Travel Trailer Parks
3. The subject property is zoned C-3. This property is identified on the Dare County tax records as parcel 014800000 and located in the Avon tax district.
4. That the Dare County Board of Commissioners is empowered under sections of the Code set out above to approve special uses and apply reasonable and appropriate conditions;
5. That the notice procedures of Section 22-72 of Code have been implemented in the review of this Special Use Permit;
6. That upon the evidence received, the testimony presented, and the submitted written record, there are sufficient facts to support the issuance of this Special Use Permit according to the terms and conditions below:

NOW, THEREFORE, under the provisions of the Code, the following special use is granted to Joe Thompson on behalf of Avon Pier LLC for Travel Trailer Sites on a Commercial Site subject to such conditions as are hereinafter set out:

SPECIAL USE: 26 travel trailer sites on an existing commercial site. A site plan depicting the proposed improvements identified as Appendix B is included as part of this Permit.

CONDITIONS:

1. The travel trailer park shall operate as prescribed in the definition set forth in Chapter 160 Travel Trailer Parks and Campgrounds of the Dare County Zoning Ordinance.
2. A total of 26 travel trailer sites; a 960 square feet bath house. 15' feet of separation must be maintained between sites and structures. Each travel trailer site shall be improved with a surface material such as gravel or concrete. One 10' x 20' parking space for motor vehicles shall be provided for each camping space.
3. Travel Trailers may be allowed to remain in the park on a year-round basis however such units shall not be used as permanent dwellings. Any travel trailer that remains in the park on a year round basis shall be fully licensed and ready for highway use. Highway use is defined as remaining on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and has no permanently attached additions.
4. No additions, decks, porches, or other appurtenances other than 100 square foot entrance landing shall be allowed for each travel trailer. It shall be the responsibility of the park owner to ensure that all travel trailer owner's are aware of this requirement. Any travel trailer site found to be in violation shall be required to remove all improvements found to be inconsistent with the travel trailer park ordinance.
5. In areas of two way travel a 20' wide gravel road shall be constructed and in areas of one way travel a 12' wide gravel road shall be constructed. The gravel road shall be constructed of a minimum 8" depth of gravel consistent with NCDOT sub-base standards for subdivision roads.
6. The campground shall be served by central water from the Dare County water system and will utilize on-site wastewater systems subject to approval by the Dare County Health Department.
7. A bathhouse facility will be constructed on the site as required by the Dare County Travel Park Ordinance. The number of fixtures provided shall be as established in the Travel Trailer Park Ordinance.
8. The perimeter of the travel trailer sites shall be buffered according to Section 160.27 of the Travel Trailer Park Ordinance.
9. The proposed fire hydrant to be relocated shall be coordinated with the Dare County Fire Marshal, and shall be tested for flow and the results shall meet the requirements of the Dare County Fire Marshal prior to any improvements being installed on site.

10. All supplemental state and federal permits shall be secured prior to the installation of any of the improvements for the travel trailer park. Copies of these permits shall be provided to the Dare County Planning Department.
11. A copy of the tenants lease shall be provided to the Dare County Planning Department.
12. All proposed improvements shall be installed within 12 months of the Dare County Board of Commissioner Approval. A final plat depicting the location of all site improvements shall be submitted to the Planning Director for final review to ensure compliance with the approved site plan.
13. Any signage for the campground shall be subject to a separate review and approval process according to the Dare County Sign Ordinance.
14. A violation of this Permit Shall be a violation of the Code and the special use may be revoked by the Board of Commissioners. Special use approval shall be revoked for any substantial departure from the approved application, plans, or specification; for refusal or failure to comply with the requirements of any development regulation or any State law delegated to Dare County for enforcement purposes; or for false statements of misrepresentations made in securing special use approval. The same process for approval of a special use permit, including notice and hearing, shall be followed in the revocation of a special use permit.
15. All other terms and provisions of the Dare County Zoning Ordinance shall remain in full force and effect except as herein specifically permitted otherwise;

This 02nd day of May 2022

SEAL:

COUNTY OF DARE

By: _____

Robert L Woodard Sr.
Dare County Board of Commissioners

ATTEST:

By: _____

Cheryl Anby
Clerk to the Board

THIS PERMIT AND THE CONDITIONS HERE IN ARE ACCEPTED

By: _____

Joe Thompson
Avon Pier LLC

APPROVED AS TO LEGAL FORM

By: _____

Robert L. Outten
County Attorney



Special Use Permit #2-2022 for Beachland Farms Travel Trailer Park

Description

A site plan and special use permit application has been resubmitted by Malcolm Fearing for the development of a travel trailer park on Roanoke Island. This resubmittal will allow the developer additional time to install the proposed improvements. The site plan, staff report, original special use permit, and new draft special use permit are attached with this cover sheet.

Board Action Requested

Approval of draft SUP and site plan. "I move that SUP #2-2022 and associated site plan for the Beachland Farms Travel Trailer Park be approved."

Item Presenter

Noah H Gillam, Planning Director



County of Dare

P.O. Box 1000 | Manteo, North Carolina 27954 | 252.475.5000

MEMORANDUM

April 19, 2022

TO: DARE COUNTY BOARD OF COMMISSIONERS

FROM: Noah H Gillam *NHG*

RE: Beachland Farms Campground-Special Use Permit

In July of 2020 the Dare County Board of Commissioner reviewed a special use permit and associated site plan for Malcolm Fearing for the construction of a campground on parcel 025697000 in the Dare County Tax records. During the Boards review the special use permit and associated site plan was granted approval. A condition of the special use permit and the Dare County Travel Trailer Park Ordinance required that all improvements be installed and a final plat be submitted to the planning board for approval within a 12 month period. The applicant began installing improvements but encountered problems due to COVID-19, material shortages, and labor shortages the improvements were unable to be finished before the 12 month time period expired.

The Dare County Travel Trailer Park Ordinance requires the applicant to resubmit the proposal before the Planning Board and Board of Commissioners for approval of the special use permit and associated site plan if time expires before the project is completed. The applicant has submitted the prior approved site plan for the boards review since there have been no major change to the proposed project since it was granted approval in 2020. A new draft SUP is attached to this memo for the board's review that reflects the original conditions of the July 2020 approved SUP. In October of 2020 the Travel Trailer Park Ordinance was updated and one of the amendments grants the Planning Director the authority to approve the final plat. Condition 12 of the SUP has been modified to reflect this update to the Dare County Travel Trailer Park Ordinance.

The Dare County Planning Board reviewed the Special Use Permit application at their April 11, 2022 meeting and found the conditions of the SUP reasonable and appropriate.

The original approved SUP #1-2020, draft SUP #2-2022 and associated site plan are attached to this memo for the boards review.

The notice procedures for quasi-judicial uses established in Section 22-72 of the Dare County Zoning Ordinance were implemented.

Draft motion— "I move that SUP #2-2022 and associated site plan for the Beachland Farms travel trailer park be approved."



Conditional Use Permit No.1 --2020

Dare County Sections 22-27, 22-68 & Chapter 152.10.

Application of: Malcolm Fearing d/b/a Beachland Farms

On July 20, 2020 the Dare County Board of Commissioners considered the application of the Petitioner above named which application is on file with the Dare County Planning Department, and the Board finds as follows:

1. That the written application of Petitioner with attachments has been duly submitted to the Dare County Planning Board as required by Section 22 of the Dare County Code (hereinafter referred to as "Code");
2. That the application substantially complies with the requirements of the Code in that it requests uses permitted by conditional use permit under the Code, including residential structures in a group housing development;
3. The subject property is zoned I-1. This property is identified on the Dare County tax records as parcel 025697000 and located in the Manteo Out tax district.
4. That the Dare County Planning Board recommended for approval the granting of this Conditional Use Permit as requested. The Planning Board made this recommendation on June 8, 2020.
5. That the Dare County Board of Commissioners is empowered under sections of the Code set out above to grant uses such as allowed herein and insofar as the conditional use is hereinafter allowed it will not adversely affect the public interest;
6. That the hereinafter described conditional use is deemed to be reasonable and is not in degradation of the intent of the ordinance.
7. That upon the evidence received, the testimony presented, and the submitted written record, there are sufficient facts to support the issuance of this Conditional Use Permit according to the terms and conditions below:

NOW, THEREFORE, under the provisions of the Code, the following conditional use is granted to Malcolm Fearing for a Travel Trailer Park subject to such conditions as are hereinafter set out:

CONDITIONAL USE: a Travel Trailer Park consisting of fifty (50) travel trailer sites, one 720 square foot bathhouse, recreational amenities and associated parking for the site. A site plan depicting the proposed improvements identified as Appendix B is included as part of this Permit.

CONDITIONS:

1. The travel trailer park shall operate as prescribed in the definition set forth in Chapter 155, Article V of the Dare County Zoning Ordinance.
2. Each site shall consist of a minimum area of 1500 square feet, with a minimum width of not less than 30 feet. Each site shall consist of a 10' x 35' gravel parking area for the individual travel trailer and additional gravel parking improvements for motor vehicles within the campsite.
3. Travel Trailers may remain in the park on a year-round basis however such units shall not be used as permanent dwellings or for long-term occupancy. Use of travel trailers for permanent dwellings shall be considered a violation of the Permit and a violation of the Dare County Travel Trailer Park Ordinance. The park owner shall be notified in writing of any violations and advised of the corrective measures needed to correct the violations.
4. Any travel trailer that remains in the park on a year-round basis shall be fully licensed and ready for highway use according to the standards of the Travel Trailer Park Ordinance. Highway use is defined as remaining on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and has no permanently attached additions. The park owner shall be notified in writing of any violations and advised of corrective measures.
5. No additions, decks, porches, or other appurtenances other than a 100 square foot entrance landing shall be allowed for each travel trailer. It shall be the responsibility of the park owner to ensure that all travel trailer owners are aware of this restriction. The park owner shall be notified in writing of any violations and advised of corrective measures.
6. A 20' wide gravel road shall be constructed to access the travel trailer sites as depicted on the site plan (Appendix B). The gravel road shall be constructed of a minimum 8" depth of gravel consistent with NCDOT sub-base standards for subdivision roads.
7. The campground shall be served by central water from the Dare County water system and will utilize on-site wastewater systems approved by the Dare County Health Department.
8. A bathhouse facility will be constructed on the site as required by the Dare County Travel Park Ordinance. The number of fixtures provided shall be as established in the Travel Trailer Park Ordinance.
9. The travel trailer park shall have a vegetative buffer strip constructed around the perimeter of the park as set forth in the Travel Trailer Park Ordinance. A solid fence consisting of wood or composite materials shall be installed along the southeast boundary of the park adjacent to campsites 9-12 as depicted on Appendix B. The fence shall be six feet in height and shall be maintained by the Park owner.
10. All supplemental state and federal permits shall be secured prior to the installation of any of the improvements for the travel trailer park. Copies of these permits shall be provided to the Dare County Planning Department.
11. A copy of the tenants lease shall be provided to the Dare County Planning Department.

12. All proposed infrastructure improvements shall be installed within twelve months of the date of the Permit. A final site plan depicting the location of all site improvements shall be submitted to the Planning Board to ensure compliance with the approved site plan before park operations can commence.
13. Any signage for the campground shall be subject to a separate review and approval process according to the Dare County Sign Ordinance.
14. The Park owner shall be responsible for the removal of any damaged travel trailers or recreational vehicles that may result from storm conditions or other natural disasters. Damaged units shall not be placed or abandoned on the right-of-way of any public or private road. Park owners shall be responsible for any debris removal or clean-up costs that may result for storm conditions or other natural disasters that occur. Violations of this section of this ordinance shall be considered to be a violation of Chapter 96 Littering of the Dare County Code of Ordinances and subject to the terms of the chapter.
15. Open campfires shall be prohibited in the Park.
16. All other terms and provisions of the Dare County Zoning Ordinance shall remain in full force and effect except as herein specifically permitted otherwise;

This 20th day of July 2020



COUNTY OF DARE
 By: [Signature]
 Robert L Woodard
 Dare County Board of Commissioners

ATTEST:
 By: [Signature]
 Cheryl Anby
 Clerk to the Board

THIS PERMIT AND THE CONDITIONS HEREIN ARE ACCEPTED

By: [Signature]
 Malcolm Fearing for Beachland Farms

APPROVED AS TO LEGAL FORM
 By: [Signature]
 Robert L. Outten
 County Attorney



Special Use Permit No.2 --2022

Dare County Sections 22-27, 22-65, 22-70 & Chapter 160.

Application of: Malcolm Fearing d/b/a Beachland Farms

On May 02, 2022 the Dare County Board of Commissioners considered the application of the Petitioner above named which application is on file with the Dare County Planning Department, and the Board finds as follows:

1. That the written application of Petitioner with attachments has been duly submitted to the Dare County Planning Board as required by Section 22-65 of the Dare County Code (hereinafter referred to as "Code");
2. That the application substantially complies with the requirements of the Code in that it requests uses permitted by special use permit under the Code subject to the quasi-judicial procedures set forth in Section 22-70, including; Travel Trailer Parks
3. The subject property is zoned I-1. This property is identified on the Dare County tax records as parcel 025697000 and located in the Manteo Out tax district.
4. That the Dare County Board of Commissioners is empowered under sections of the Code set out above to approve special uses and apply reasonable and appropriate conditions;
5. That the notice procedures of Section 22-72 of Code have been implemented in the review of this Special Use Permit;
6. That upon the evidence received, the testimony presented, and the submitted written record, there are sufficient facts to support the issuance of this Special Use Permit according to the following terms and conditions:

NOW, THEREFORE, under the provisions of the Code, the following special use is granted to Malcolm Fearing for a Travel Trailer Park subject to such conditions as are hereinafter set out:

SPECIAL USE: a Travel Trailer Park consisting of fifty (50) travel trailer sites, one 720 square foot bathhouse, recreational amenities and associated parking for the site. A site plan depicting the proposed improvements identified as Appendix B is included as part of this Permit.

CONDITIONS:

1. The travel trailer park shall operate as prescribed in the definition set forth in Chapter 160, of the Dare County Zoning Ordinance.

2. Each site shall consist of a minimum area of 1500 square feet, with a minimum width of not less than 30 feet. Each site shall consist of a 10' x 35' gravel parking area for the individual travel trailer and additional gravel parking improvements for motor vehicles within the campsite.
3. Travel Trailers may remain in the park on a year-round basis however such units shall not be used as permanent dwellings or for long-term occupancy. Use of travel trailers for permanent dwellings shall be considered a violation of the Permit and a violation of the Dare County Travel Trailer Park Ordinance. The park owner shall be notified in writing of any violations and advised of the corrective measures needed to correct the violations.
4. Any travel trailer that remains in the park on a year-round basis shall be fully licensed and ready for highway use according to the standards of the Travel Trailer Park Ordinance. Highway use is defined as remaining on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and has no permanently attached additions. The park owner shall be notified in writing of any violations and advised of corrective measures.
5. No additions, decks, porches, or other appurtenances other than a 100 square foot entrance landing shall be allowed for each travel trailer. It shall be the responsibility of the park owner to ensure that all travel trailer owners are aware of this restriction. The park owner shall be notified in writing of any violations and advised of corrective measures.
6. A 20' wide gravel road shall be constructed to access the travel trailer sites as depicted on the site plan (Appendix B). The gravel road shall be constructed of a minimum 8" depth of gravel consistent with NCDOT sub-base standards for subdivision roads.
7. The campground shall be served by central water from the Dare County water system and will utilize on-site wastewater systems approved by the Dare County Health Department.
8. A bathhouse facility will be constructed on the site as required by the Dare County Travel Park Ordinance. The number of fixtures provided shall be as established in the Travel Trailer Park Ordinance.
9. The travel trailer park shall have a vegetative buffer strip constructed around the perimeter of the park as set forth in the Travel Trailer Park Ordinance. A solid fence consisting of wood or composite materials shall be installed along the southeast boundary of the park adjacent to campsites 9-12 as depicted on Appendix B. The fence shall be six feet in height and shall be maintained by the Park owner.
10. All supplemental state and federal permits shall be secured prior to the installation of any of the improvements for the travel trailer park. Copies of these permits shall be provided to the Dare County Planning Department.
11. A copy of the tenants lease shall be provided to the Dare County Planning Department.
12. All proposed infrastructure improvements shall be installed within twelve months of the date of the Permit. A final site plan depicting the location of all site improvements shall be submitted to the Planning Director to ensure compliance with the approved site plan before park operations can commence.

13. Any signage for the campground shall be subject to a separate review and approval process according to the Dare County Sign Ordinance.
14. The Park owner shall be responsible for the removal of any damaged travel trailers or recreational vehicles that may result from storm conditions or other natural disasters. Damaged units shall not be placed or abandoned on the right-of-way of any public or private road. Park owners shall be responsible for any debris removal or clean-up costs that may result for storm conditions or other natural disasters that occur. Violations of this section of this ordinance shall be considered to be a violation of Chapter 96 Littering of the Dare County Code of Ordinances and subject to the terms of the chapter.
15. Open campfires shall be prohibited in the Park.
16. A violation of this Permit Shall be a violation of the Code and the special use may be revoked by the Board of Commissioners. Special use approval shall be revoked for any substantial departure from the approved application, plans, or specification; for refusal or failure to comply with the requirements of any development regulation or any State law delegated to Dare County for enforcement purposes; or for false statements of misrepresentations made in securing special use approval. The same process for approval of a special use permit, including notice and hearing, shall be followed in the revocation of a special use permit.
17. All other terms and provisions of the Dare County Zoning Ordinance shall remain in full force and effect except as herein specifically permitted otherwise;

This 2nd day of May 2022

SEAL:

COUNTY OF DARE

By: _____
 Robert L Woodard Sr.
 Dare County Board of Commissioners

ATTEST:

By: _____
 Cheryl Anby
 Clerk to the Board

THIS PERMIT AND THE CONDITIONS HEREIN ARE ACCEPTED

By: _____
 Malcolm Fearing for Beachland Farms

APPROVED AS TO LEGAL FORM

By: _____
 Robert L. Outten
 County Attorney



Children & Youth Partnership for Dare County

Description

Update regarding Children & Youth Partnership's impact on the community over the past few years

Board Action Requested

None - presentation

Item Presenter

Sara Sampson, Executive Director



Proclamation for EMS Week: May 15-21, 2022

Description

To designate the week of May 15-21, 2022, as Emergency Medical Services Week.

This year's national theme for Emergency Medical Services Week:
"EMS: Rising to the Challenge"

Board Action Requested

Approve attached proclamation.

Item Presenter

EMS Director, Chief Jennie Collins



**A PROCLAMATION TO DESIGNATE THE WEEK OF
MAY 15-21, 2022 AS EMERGENCY MEDICAL SERVICES WEEK**

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need twenty four hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services is the community's medical care safety net, fills gaps and provides important out-of-hospital care, including preventative medicine, access to telemedicine, and performs life-saving and time-critical interventions; and

WHEREAS, emergency medical service personnel serve our community on the front-lines, often with personal sacrifices of being away from their families on nights, weekends, and holidays, in all types of weather environments, and face numerous personal risks and threats to ensure our community receives the best care possible; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, administrators, emergency nurses, emergency physicians, and other out-of-hospital medical care providers; and

WHEREAS, the members of emergency medical services teams engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; and

WHEREAS, this year's national theme for Emergency Medical Services Week is –
“EMS: Rising to the Challenge”

NOW THEREFORE BE IT RESOLVED that the Dare County Board of Commissioners in recognition of this event does hereby proclaim the week of May 15-21, 2022, as **EMERGENCY MEDICAL SERVICES WEEK**.

This the 2nd day of May, 2022.

SEAL

Robert Woodard, Sr., Chairman

Attest:

Cheryl C. Anby, Clerk to the Board



Ferry Division Grant Application

Description

The Ferry Division is preparing an application for the USDOT Maritime Administration America's Marine Highway Program grant opportunity to further develop the South Dock to Pony Pen analysis and to include a feasibility analysis of improving the Cherry Branch maintenance facility. This analysis will review operational impacts and make recommendations for future operations.

Board Action Requested

Letter of support to U.S. Dept. of Transportation

Item Presenter

Robert Outten, County Manager



County of Dare

Office of the Board of Commissioners

P.O. Box 1000 | Manteo, North Carolina 27954 | 252.475.5700

Robert Woodard
Chairman

Wally Overman
Vice Chairman

Rob Ross
Steve House
Jim Tobin
Danny Couch
Ervin Bateman

Robert L. Outten
County Manager / Attorney

Cheryl C. Anby
Clerk to the Board

May 2, 2022

Mr. Gregory (Jack) Kammerer, MPA, MMAS
U.S. Department of Transportation
Executive Director, Maritime Administration
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Mr. Kammerer:

The North Carolina Ferry Division has applied for the US DOT Maritime Administration (MARAD) FY2022 America's Marine Highway Program grant opportunity. The NCDOT Ferry Division became a Maritime Administration Highway designated project in 2020. This designation allows the Division to compete for specific MARAD grants such as this one.

The project funding being applied for is to strengthen the access to Ocracoke Island through concept planning for Cherry Branch and South Dock facilities.

Purpose: Completing an operational analysis of relocating the current South Dock Ferry Terminal to an area, closer to the village center of Ocracoke Island, known as the "Pony Pens". South Dock has experienced severe erosion due to climate change and will be permanently unusable as a dock in the next 38-58 years, based on NOAA's sea level rise scenarios. Even without additional sea level, South Dock is often cut off by high tide flooding of NC 12 and ferry services are inaccessible for extended periods of time. A feasibility study of the dock relocation has been completed by NCDOT, however an operational analysis is needed to understand the impacts to ferry operations, including the type and number of vessels as well as the increased needs of staff, fuel, and maintenance, associated with the new terminal and longer route.

The Cherry Branch planning will include conducting a planning study, including conceptual site design, for a depot level maintenance facility at the existing Cherry Branch terminal, which would add a second maintenance facility and an alternate location to perform in-water maintenance to the vessels. The current facility at Manns Harbor has limited shipyard capacity, which creates challenges in meeting the needs for required regular maintenance and emergency repairs. Providing another facility would also allow for timely maintenance and continued rehabilitation of the fleet, aiding in system resiliency.

We strongly support this application and recognize that the Ferry System provides important transportation services in North Carolina, connecting people to jobs, education and other services while also supporting the movement of goods and supplies. The Ferry System is also instrumental in helping the region prepare for and response to hurricanes and other disasters.

We appreciate your consideration of this application.

Sincerely,

Robert Woodard, Sr., Chairman
Dare County Board of Commissioners



Presentation of Manager's 2023 Recommended Budget

Description

The County Manager will present the recommended FY 2023 budget, including the recommended Capital Improvements Plan.

Board Action Requested

Set Public Hearing on the recommended budget for May 16, 2022.

Item Presenter

David Clawson, Finance Director



Affordable Housing

Description

Board Action Requested

Discussion and take appropriate action

Item Presenter

Robert Outten, County Manager



Consent Agenda

Description

1. Approval of Minutes
2. DHHS-Public Health-Dental Van Maintenance & Ultrasound Equipment Purchase
3. Tax Collector's Report
4. Budget Amendment for Transfer from the LEOSSA Fund to the LEOSSA Irrevocable Trust
5. Budget Amendment to Close NC Office of Recovery & Resiliency Grant Fund
6. Sanitation Fuel and Maintenance and Repair of Vehicles
7. Sanitation Dumpster Purchase/Sales 8. Sanitation Truck Rental
9. Dare County Tourism Board Request Consent Expenditure from Long Term Unappropriated Grant Fund Line Item 4585

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager



Approval of Minutes

Description

The Board of Commissioners will review and approve their previous Minutes which follow this page.

Board Action Requested

Approve Previous Minutes

Item Presenter

Robert Outten, County Manager



County of Dare

P.O. Box 1000 | Manteo, NC 27954

MINUTES

DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

5:00 p.m., April 20, 2022

Commissioners present: Chairman Robert Woodard, Sr., Vice Chairman Wally Overman
Rob Ross, Steve House, Jim Tobin, Danny Couch, Ervin Bateman

Commissioners absent: None

Others present: County Manager/Attorney, Robert Outten
Deputy County Manager/Finance Director, David Clawson
Master Public Information Officer, Dorothy Hester
Skyler Foley, Assistant Clerk

A full and complete account of the entire Board of Commissioners meeting is archived on a video that is available for viewing on the Dare County website www.darenc.com.

At 5:00 p.m. Chairman Woodard called to order the regularly scheduled meeting with appropriate prior public notice having been given. He invited Dr. Wayne Barry to share a prayer, and then Chairman led the Pledge of Allegiance to the flag.

At 5:03 p.m. Chairman recognized Congressman Greg Murphy M.D. before they continued with the agenda. Congressman Murphy briefly addressed the pandemic, his visit at the new College of the Albemarle campus located in Dare County, and the local community worker shortage. He also commended the Commissioners on their efforts towards providing affordable housing.

ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE

A brief outline of the items mentioned by Chairman Woodard follows:

- Discussed the National Hurricane Conference that he and the County Manager attended. He shared useful information and statistics. He commended Dare County staff for their efforts on being proactive and informative with notifying the public before and after a storm.
- The Dare COA ribbon cutting had taken place on April 8, at 2:00 p.m. with 300 to 500 people attending the ceremony.
- The ribbon cutting for the Rodanthe Bridge was April 9 with a large attendance of walkers and bikers across the new bridge.
- He asked everyone to continue with their thoughts and prayers for Ukraine.

ITEM 2 – GOVERNOR’S AWARD FOR VOLUNTEER SERVICE

Shannon Toler Glasser, Coordinator for Friends of Youth Program, presented the following recipients of the Governor’s Award for Volunteer Service: Dennis Carroll, Kathy Hersehy,

RJ Mills, Phil Daniels, Andy Hatzigeorgiou, Linda Palombo, Rendy King, Nancy Caviness and Jay Philips. See archived video for presentation.

ITEM 3 – PUBLIC COMMENTS

At 5:40 p.m. the County Manager explained the procedure for making public comments in Manteo and via the video link to the Fessenden Center Annex in Buxton. No one responded to the invitation to address the Board and Public Comments closed at 5:41 p.m.

ITEM 4– PUBLIC HEARING – ZONING AMENDMENT TO ACCESSORY DWELLING UNIT ORDINANCE AND ASSOCIATED ZONING DISTRICTS (Att. #1)

At 5:41 p.m. the Board held a Public Hearing to receive input concerning this item. Mr. Outten outlined the same procedure for making public comments. No one responded to the invitation to address the Board and the public hearing closed at 5:42 p.m. Vice-Chairman Overman asked Noah Gillam, Planning Director, if there were revisions made per discussion. Mr. Gillam advised the following language had been added: “The following standards shall apply to ADUs only located in the R-1 zoning districts. 1). Any ADU constructed in the R-1, the parcel shall be accessed from a state maintained road, private road, publicly dedicated road, and/or a 20’ easement.”

MOTION

Vice-Chairman Overman motioned to move the draft amendments to Sec. 22-58.6 and the associated zoning districts be adopted with the revisions outlined in quotes above. A statement of consistency and reasonableness as prepared by staff is adopted as part of this motion.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 5 – GRANT APPLICATION– MISS KATIE – OREGON INLET DREDGING (Att. #2)

Barton Grover, Grants & Waterways Administrator, requested the Board to authorize the submission of a N.C. DEQ Shall Draft Navigation Fund grant application. He explained that if awarded, up to 66% of costs (\$6,000,000) incurred for dredging Oregon Inlet and nearby channels with Miss Katie would be borne by the State. The remaining matching would be paid by Dare County through the Oregon Inlet Maintenance account.

MOTION

Commissioner Tobin motioned to authorize the submission of grant application and adopt the Resolution to Sponsor the Miss Katie – Oregon Inlet Dredging Project.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 6 – PROCLAMATION – OLDER AMERICANS MONTH 2022

In recognition of May as “Older Americans Month”, the Board was provided a proclamation to support older Americans’ choices about how they age in their communities.

MOTION

Vice-Chairman Overman motioned to issue the proclamation as presented.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 7 – CONSENT AGENDA

The Manager announced the items as they were visually displayed in the meeting room.

MOTION

Commissioner House motioned to approve the Consent Agenda:

- 1) Approval of Minutes (04.04.22) and Special Meeting Minutes (04.01.22) (**Att. #3a&3b**)
- 2) DHHS Social Services APS Essential Services Funding
- 3) DHHS Social Services Direct Care Worker Bonus

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

ITEM 8 – BOARD APPOINTMENTS

- 1) Older Adult Services Advisory Council

Commissioner Couch motioned to appoint Isaac Simonsen, Mary Ellen Holland, and Margaret Reber-Dennis as requested by the council.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

- 2) Upcoming Board Appointments

The upcoming Board appointments for May and June, 2022 were announced.

ITEM 9 – COMMISSIONERS’ BUSINESS & MANAGER’S/ATTORNEY’S BUSINESS

A brief summary of the items mentioned by Commissioners and County Manager follows:

Commissioner Tobin

- Discussed information about the new dredge, “Miss Katie”, and showed a short video clip. The delivery date is hoped to be sometime by the end of June.

Commissioner Ross

- Attended the SPCA Board meeting on April 19, 2022 and shared he was very impressed with the Board members and their agenda, vision and mission for the animal shelter.
- On April 24, 2022, he attended a “Bark in the Park” event at Dowdy Park from 1-5:00 p.m.

Commissioner House

- Marine Fisheries Commission was asking anglers to help with data collection during cobia season for the recreational part of the season either by phone or online submission.
- The Marine Fisheries Commission would be having a public hearing and public comment pertaining to waters managed jointly by the NC Marine Fisheries Commission and the NC Wildlife Resources Commission. He noted it appeared not much was changing from the past few years and it was just time to be readopted.
- An automobile accident had taken the life of Steve Basnight Jr. He had been instrumental in the commercial fishing industry and Commissioner House had often relied on his advice regarding the local commercial fishing industry. He also remembered Andrew Berry, who had also passed away this past week.
- History today: In 1999 the Columbine High School shooting shocked the nation.
- Mentioned he was enlightened by the students that spoke during the COA ribbon cutting, as they were recipients of the Dare County Scholarship Fund.
- Thanked and congratulated the recipients of the Governor's Award for Volunteer Service.

- Provided a video of “Gage” the Dare County SPCA Pet of the Week and reminded everyone of the “Bark in the Park” event at Dowdy Park on April 24, 2022.

Vice-Chairman Overman

- He thanked and congratulated the individuals that received the Governor's Award for Volunteer Service
- The RPO had a meeting, he asked about a status report on the Alligator River Bridge replacement. He stated that the DOT representative said the environmental document had been approved. There were other aspects of the project being worked on and discussed. He stated that the current estimated cost would be \$212,265,400.00.

Commissioner Bateman

- Mentioned the passing of Steve Basnight Jr. who had been a customer of his for over thirty years.
- Stated that he had two hostesses at his restaurant enrolled in the Dual Enrollment program offered at COA and two employees enrolled at COA as full time students.
- He provided an update on Dare Challenge. “We got dirt on the ground now, it's in engineering and architecture”. He is very eager for the project to be completed.

Commissioner Couch

- He thanked and congratulated the Governor's Award Volunteer Service recipients.
- Easter weekend had been busy. If April and May remain strong, there could be another good year of occupancy revenues.
- He had visited the First Flight Society in Currituck with Barbara Snowden as a great speaker. He hoped Wilber Wright's birthday would get similar attention.
- Mentioned Steve Basnight Jr's passing and how each Board member had a relationship with him in some way.
- Acknowledged and thanked Dorothy Hester and her Public Relations department for all of their hard work during this busy time.

MANAGER'S/ATTORNEY'S BUSINESS

Mr. Outten had attended several of the informative social media meetings during the Hurricane Conference and noted that much of the suggestions were already being done by Dare County. He stated that it was worth going just to see we were still up to speed and not getting left behind. Our staff had done a great job keeping everyone informed.

The Dare County helicopter had been out of commission for a few weeks. It was currently in Texas getting a new five-blade rotor to address the vibration issue. Airbus had offered a maintenance agreement and had prorated the age of our helicopter to compute a buy-in program with a discount. The total would be \$217,199 and would provide staff SIMS training, return to service flight support, and a delay penalty if they do not get work done on time.

MOTION

Commissioner House motioned to authorize Mr. Outten to sign the Airbus agreement and transfer \$217,199.00 from the appropriated fund to the Dare MedFlight HCare account. Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

NC Works had contacted the county looking for office space. Their current lease ends in May. Mr. Outten has tentatively offered the small conference room on the first floor of the Administration Building to them subject to the Commissioners' approval. After a brief discussion, there was Board consensus to move forward with the offer.

During this time Commissioner Bateman stated that as of 12:00 p.m. today (April 20th) we were losing the Unemployment Security Commission Services that are located locally.

Mr. Outten discussed the upcoming workshop for Monday, April 25, 2022. The current agenda items were as follows: budget discussion, workplace improvement discussion, and CIP. Additionally, there would be discussion regarding the monthly Board meeting schedule for next year. Mr. Outten also mentioned he had asked a Lumens representative to come and present more information regarding the broadband proposal as well.

Dorothy Hester stated that the Hurricane Conference was a good reminder for people and it was a good time for people to start thinking about hurricane season. The Public Relations office had put out a notification for re-entry permit applications. The web link could be found at darenc.com/reentry. The OBXAlerts was an important feature that could be used when citizens needed to know information quickly. She discussed the details on the flood level poles that had been placed throughout the county with more information to follow.

At the conclusion of the meeting, Chairman Woodard asked for a motion to adjourn.

MOTION

Commissioner Tobin motioned to adjourn the meeting.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

At 6:36 p.m., the Board of Commissioners adjourned until 9:00 a.m., May 2, 2022.

Respectfully submitted,

[SEAL]

By: _____
Cheryl C. Anby, Deputy Clerk to the Board

APPROVED: By: _____
Robert Woodard, Sr., Chairman
Dare County Board of Commissioners

Note: Copies of attachments (Att.), ordinances, resolutions, contracts, presentations, and supporting material considered by the Board of Commissioners at this meeting are on file in the office of the Clerk.



DHHS-Public Health-Dental Van Maintenance & Ultrasound Equipment Purchase

Description

The Public Health Division requests to transfer funds from the appropriated fund balance Health Dept. escrow account to cover the purchase of an ultrasound machine for the Nags Head clinic office and to cover needed maintenance and repair costs to get the dental van up and running for FY2023.

Board Action Requested

Approve Budget Amendment

Item Presenter

n/a

DARE COUNTY

BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department: Health & Human Services-Public Health					
<u>Revenues:</u>					
Appropriated Fund Balance - Health Department Escrow	103090	499904			\$35,831
<u>Expenses:</u>					
Maintenance/Repair-Vehicle - Dental Van	104600	511503	53520	\$10,000	
Capital Outlay - Maternal Health	104600	537400	51010	\$25,831	

Explanation:

Transfer from escrow account for maint/repairs to the dental van and to purchase an ultrasound machine for the Nags Head clinic office.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Tax Collector's Report

Description

March 2022 Releases over \$100
March 2022 Refunds over \$100
March 2022 NCVTS Refunds over \$100

Board Action Requested

Approve

Item Presenter

Becky Huff, Tax Collector

Release Report for REAL ESTATE and PERSONAL PROPERTY

(Releases over (\$100.00))

MONTH: March

DATE RANGE: 3/1/2022 - 3/31/2022

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel#	Bill Year	Reason	Value Released	Tax Released
GILLIAM, HARDY	936269000	2021	TRAILER HAS A DMV TAG	-24,250.00	-146.51
FISHER, CHRISTOPHER	938473000	2021	MV MILITARY EXEMPT	0.00	-112.49
GARBER, SCOTT ALAN	938654000	2021	BOAT SOLD IN 2020	-15,949.00	-106.15
				Total Tax Released:	-365.15

Refund Report for REAL ESTATE and PERSONAL PROPERTY

(Refunds over \$100.00)

MONTH: MARCH

Date Range: 3/1/2022 - 3/31/2022

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Refund Amount
TAXPAYER		2020	Occupancy Tax paid by VRBO	-198.60
TAXPAYER		2020	Occupancy Tax paid by VRBO	-306.79
TAXPAYER		2020	Occupancy Tax paid by VRBO	-428.31
TAXPAYER		2020	Occupancy Tax paid by VRBO	-195.25
PETERS, JOHN R SR	000696000	2021	Overpayment	-2,705.11
PHILLIPS, RICHARD BRIAN	000726031	2021	Overpayment	-2,921.63
TUMOLO, RONNIE V	001443000	2021	Overpayment	-1,641.30
PARKER, BETTY LOU	001602000	2021	Overpayment	-437.48
STAGG, ROBERT BENJAMIN	001835000	2021	Overpayment	-1,519.53
STAGG, ROBERT BENJAMIN	001835001	2021	Overpayment	-1,006.54
STRICKLAND, EDDIE H	004701000	2021	Overpayment	-4,596.31
WHITE, RICHARD F	006433000	2021	Overpayment	-376.11
PEELE, AL LAVERN	007066000	2021	Overpayment	-1,628.43
PARISIEN, SHEILA	008164198	2021	Overpayment	-419.87
SHEPHERD, ROBIN DILLON	012208000	2021	Overpayment	-1,103.78
WALKER, BRIAN TRACY	012941049	2021	Overpayment	-1,973.43
RAKOWSKI, RONALD B TTEE	014156000	2021	Overpayment	-159.58
UNIVERSITY TOWERS LLC	014472090	2021	Overpayment	-333.88
RED DRUM PROPERTIES LLC	016934000	2021	Overpayment	-100.00
STEWART, THOMAS R	019217000	2021	Overpayment	-294.36
PRESTON, VALERIE E	019236000	2021	Overpayment	-1,928.05
SOUTHWOOD MANAGEMENT, INC	019938000	2021	Overpayment	-522.72
SURF SIDE REALTY LLC	022907000	2021	Overpayment	-3,289.31
PERRY, ELSTON N	024000000	2021	Overpayment	-312.51
WASKIEWICZ, CHARLES R	025694014	2021	Overpayment	-3,120.96
WISIACKAS, JOHN	025818014	2021	Overpayment	-5,081.01
DALY, SEAN P	029291311	2021	Overpayment	-1,275.13
STACEY, KATHLEEN P	029713000	2021	Overpayment	-2,024.61
LOFT OUTLET STORE #3138	977862000	2021	Overpayment	-3,742.02
TAXPAYER		2021	Occupancy Tax paid by VRBO	-317.98
TAXPAYER		2021	Occupancy Tax paid by VRBO	-207.56
TAXPAYER		2021	Occupancy Tax paid by VRBO	-198.77
TAXPAYER		2021	Occupancy Tax paid by VRBO	-812.66
TAXPAYER		2021	Occupancy Tax paid by VRBO	-584.04
TAXPAYER		2021	Occupancy Tax paid by VRBO	-604.05
TAXPAYER		2021	Occupancy Tax paid by VRBO	-503.34
TAXPAYER		2021	Occupancy Tax paid by VRBO	-102.56



North Carolina Vehicle Tax System

NCVTS Pending Refund report

MARCH 2022

Payee Name	Address 1	Address 3	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ANDERSON, WILLIAM RUSSELL	303 LOCKE LN, SE	AIKEN, SC 29801	C99	Tax	(\$182.74)	\$0.00	(\$182.74)
			T20	Tax	(\$89.34)	\$0.00	(\$89.34)
			T20BN	Tax	(\$18.25)	\$0.00	(\$18.25)
			Refund				
CAMPBELL, ROBERT WALTER SR	155 SALOME CT	MANTEO, NC 27954	C99	Tax	(\$105.72)	\$0.00	(\$105.72)
			F51	Tax	(\$9.66)	\$0.00	(\$9.66)
			S99	Tax	(\$23.76)	\$0.00	(\$23.76)
			Refund				
COSTIN, TRAVIS THOMAS	102 SCARBOROU GH LN	DUCK, NC 27949	C99	Tax	(\$85.54)	\$0.00	(\$85.54)
			T21	Tax	(\$46.99)	\$0.00	(\$46.99)
			Refund				
DANIELS, DUSTIN CARMICHAEL	PO BOX 313	POINT HARBOR, NC 27964	C99	Tax	(\$213.60)	\$0.00	(\$213.60)
			T20	Tax	(\$104.43)	\$0.00	(\$104.43)
			Refund				
EVANS, NATALIE CLAIRE	801 CARDINAL ST	KILL DEVIL HILLS, NC 27948	C99	Tax	(\$118.26)	\$0.00	(\$118.26)
			T07	Tax	(\$94.49)	\$0.00	(\$94.49)
			Refund				
MICHELANGELO, ANTHONY CHARLES THADDEUS	315 DUCK RD	KITTY HAWK, NC 27949	C99	Tax	(\$281.98)	\$0.00	(\$281.98)
			T20	Tax	(\$137.86)	\$0.00	(\$137.86)
			T20BN	Tax	(\$28.16)	\$0.00	(\$28.16)
			Refund				
MULLER, EUGENE FRANCIS	4424 LINDBERGH AVE	KITTY HAWK, NC 27949	C99	Tax	(\$67.68)	\$0.00	(\$67.68)
			T08	Tax	(\$44.78)	\$0.00	(\$44.78)
			T08BN	Tax	(\$5.92)	\$0.00	(\$5.92)
			T08MSD	Tax	(\$16.90)	\$0.00	(\$16.90)
Refund						\$135.28	
P'SIMER, DEBORAH LYNNE	107 WOODHILL CT	KITTY HAWK, NC 27949	C99	Tax	(\$122.19)	(\$6.12)	(\$128.31)
			T08	Tax	(\$80.85)	(\$4.04)	(\$84.89)
			T08BN	Tax	(\$10.68)	(\$0.53)	(\$11.21)
			Refund				
SMITH, LAURA KREPS	5618 BLANCH FIELDS LN	LUCAMA, NC 27851	C99	Tax	(\$83.47)	\$0.00	(\$83.47)
			T08	Tax	(\$55.23)	\$0.00	(\$55.23)
			T08BN	Tax	(\$7.30)	\$0.00	(\$7.30)
			Refund				
SYLVIA, JENNIFER COOK	967 GULF DR	SUMMERLAND KEY, FL 33042	C99	Tax	(\$174.38)	\$0.00	(\$174.38)
			F50	Tax	(\$49.86)	\$0.00	(\$49.86)
			S99	Tax	(\$39.19)	\$0.00	(\$39.19)
			Refund				
						Refund Total	\$2309.90



Budget Amendment for Transfer from the LEOSSA Fund to the LEOSSA Irrevocable Trust

Description

After research, Finance has determined that the transfer from the Law Enforcement Officers' Special Separation Allowance (LEOSSA) Fund (fund #13) to the LEOSSA Irrevocable Trust held at the State Treasurer's Department, should be budgeted in the activity fund.

Board Action Requested

Adopt budget amendment.

Item Presenter

David Clawson, Finance Director

DARE COUNTY

BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department: LEOSSA Fund					
<u>Revenues:</u>					
Appropriated fund balance	133090	499900		\$2,100,000	
<u>Expenditures:</u>					
Transfer to irrevocable trust	134925	595500		\$2,100,000	

Explanation:

To budget for the transfer to the irrevocable trust fund for the LEOSSA.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Budget Amendment to Close NC Office of Recovery & Resiliency Grant Fund

Description

The attached budget amendment will allow \$23.43 earned in fiscal year 2021 to be transferred to the General Fund and will allow the County to close the above fund as of 7/1/2022.

Board Action Requested

Adopt budget amendment.

Item Presenter

David Clawson, Finance Director

DARE COUNTY

BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department: NCORR Grant Fund					
<u>Revenues:</u>					
Appropriated fund balance	103090	499900		\$24	
<u>Expenditures:</u>					
Transfer to General Fund	154925	591000		\$24	

Explanation:

To move prior year interest earnings out of the fund in order to close the fund after 6/30/2022.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Sanitation Fuel and Maintenance and Repair of Vehicles

Description

Fuel price increases have made this budget amendment necessary to ensure that trash trucks are able to continue working. The need for new trucks has been addressed, however, it is a slow process from the time we order trucks to the time they are delivered to us. For example, we have 2 new overhead trucks that were ordered July 1, 2021 that are not due to be delivered until after August 2022. In the meantime, maintenance costs are increased due to the age of the current fleet and the need to repair them frequently to ensure the trash is picked up.

Board Action Requested

Approve and sign budget amendment

Item Presenter

Shanna Fullmer, Public Works Director

DARE COUNTY

BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department: Sanitation</u>					
<u>Revenues:</u>					
Sanitation Fund Balance	243720	499900		200,000	
 <u>Expenditures:</u>					
Fuel	244720	513100		140,000	
Maintenance & Repair Vehicles	244720	511503		60,000	

Explanation:

Fuel price increases have made this budget amendment necessary to ensure that trash trucks are able to continue working. The need for new trash trucks has been addressed, however, it is a slow process from the time we order new trucks to the time that they are delivered to us. For example, we have 2 new overhead trucks that were ordered July 1, 2021 that are not due to be delivered until after August 2022. In the meantime, maintenance costs are increased due to the age of the current fleet and the need to repair them frequently to ensure the trash is picked up.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Sanitation Dumpster Purchase/Sales

Description

Dare County needs to purchase additional dumpsters to sell to businesses that are preparing for the summer season.

Board Action Requested

Approve and sign budget amendment

Item Presenter

Shanna Fullmer, Public Works Director

DARE COUNTY

BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department: Sanitation</u>					
<u>Revenues:</u>					
Container Sales	243720	441301		39,840	
<u>Expenditures:</u>					
Container Purchases	244720	515500		39,840	

Explanation:

Dare County needs to purchase 24 dumpsters that will be available to sell to businesses this spring. This should keep up with the demands of businesses opening for the season.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____

Entered by: _____

Reference number: _____



Sanitation Truck Rental

Description

In light of the fact that Dare County's two new commercial trucks will not be delivered until Sept 2022, a rental truck is proposed as an option to ensure that trash collection goes as smoothly as possible this summer. The rental option being proposed is for one commercial truck for 16 weeks. June through September, 2022.

Board Action Requested

Approve and sign budget amendment

Item Presenter

Shanna Fullmer, Public Works Director

DARE COUNTY

BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department: Sanitation</u>					
<u>Revenues:</u>					
Sanitation Fund Balance	243720	499900		35,500	
<u>Expenditures:</u>					
Professional Services	244720	510900		35,500	

Explanation:

In light of the fact that the 2 new commercial trucks Dare County purchased will not be delivered until Sept 2022, a proposal is being made to rent one commercial truck for 16 weeks this summer to ensure the trash runs efficiently.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



*Dare County Tourism Board Request Consent
Expenditure from Long Term Unappropriated Grant Fund Line Item 4585*

Description

Expenditure of \$200,000 to Dare County, on behalf of the Outer Banks Scenic Byways, for phase 1 of the 4.41 mile portion of the Frisco-Buxton multi-use path.

Board Action Requested

Consent for expenditures totaling \$200,000 for phase 1 of the 4.41 mile portion of the Frisco-Buxton multi-use path.

Item Presenter

Dare County Tourism Board



Board Appointments

Description

The following Boards have appointments this month:

1. Dare County Board of Adjustments
2. Veterans Advisory Council

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager



Dare County Board of Adjustment

Description

See Attached Summary

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager

May, 2022

DARE COUNTY BOARD OF ADJUSTMENT

(Three Year Term)

The Board of Adjustment meets to hear variances and appeals related to land use issues in the unincorporated areas of Dare County. The Chair is appointed by the Board of Commissioners and the Planning Department serves as administrative staff for this Board.

The following term expires this month:

Shelly R. Jones

(Current Term 5/19-5/30/22)

Ms. Jones would like to be reappointed.

Patricia S. Weston is recommended to fill the vacancy in Hatteras Island.

Applications have been received from:

Mark Ballog, Brian Harris, Michelle E. Lewis, Edward J. O'Brien, Jr.,
Kermit W. Skinner, Jr., Patricia S. Weston and Jo A. Wilson-Harfst

Other Members:
See attached list

DARE COUNTY BOARD OF ADJUSTMENT

(Initial Staggered Term/Three Year Term)

The Board of Adjustment meets to hear variances and appeals related to land use issues in the unincorporated areas of Dare County. The Chair is appointed by the Board of Commissioners and the Planning Department serves as administrative staff for this Board.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Jay Hart, Chairman P.O. Box 1782 Kill Devil Hills, NC 27948 207-7900 Colington Area	5-30-24	Apptd. 4-05 Reapptd. 5/06,09,12,15 18, 21
Edward Mann, Jr. 415 Highway 64 Manteo, NC 27954 423-1215 eddiemann86@gmail.com Roanoke Island	5-30-23	Apptd. 5/17 Reapptd 6/20
VACANT Hatteras Island		
Shelly R. Jones 5013 Martins Point Road Kitty Hawk, NC 27949 261-8878 shellyjones@gmail.com Martins Point Area	5-30-22	Apptd. 10/17 Reapptd. 5/19
Anna Creef 5297 Mashoes Rd. Manns Harbor, NC 27953 473-3339 Dare Mainland	5-30-23	Apptd. 6-03 Reapptd.5-05,08,11,14, 17, 20

ALTERNATES

Vacant
Vacant

NOTES:

CONTACT INFO: Noah Gillam, Planning Director MEETING DATE: No Set Date

Jay Hart filled unexpired term of Jacob Maestas 4/05.
Andrew Keeney replaced David Overton (alternate) 4/05.
Patricia Austin appointed to fill unexpired term of Michael Egan 5/06.
Roland Bowser replaced Patricia Austin 5/08
Edward Mann, Jr replaced Roland Bowser 5/17
Shelly Jones filled unexpired term of David Jones who resigned 10/17.
Jay Hart appointed Chairman 11/17
Thomas Murphy died 8/16/20 – leaving Hatteras position vacant

REVISED 2 /22



APPLICATION FOR APPOINTMENT

TO DARE COUNTY ADVISORY BOARDS AND COMMITTEES

1st Choice Tourism Board

2nd Choice ABC Board

3rd Choice Zoning Board of Adjustment - Dare County

Name Mark Ballog

Address 2625 S Bridge Ln

City/State/Zip Nags Head, NC 27959

Email markballog@aol.com

Personal Phone (252)573-9756

Business Phone (252)255-5825

Business Address 3308 S Va Dare Trail nags Head, Nc 27959

Occupation Restaurant Owner

Dare County YES

Resident NO

The text boxes for Education, experience and other should only be 6 lines in order to format nicely on final application form. Text box is limited to 450 characters, but you may have to delete the line breaks.

Educational Background BS Marketing Indiana University of Pennsylvania

Business and civic experience and skills I have lived in Dare County every Summer since 1991 working in Restaurants. I have lived in the County full time since 1996. I have owned and operated Lucky 12 Tavern in Nags Head since 2006. In addition to the restaurant I served a 3 year term for the Town of Nags Head planning board. I have been very active in community with charity work with Artrageous, Hotline, Dare County motorcycle toy run etc.

Other boards, Committees, Commissions on which you presently serve Member Outer Banks restaurant association.

REFERENCE #1

Name Jeffrey Dowdy
Business Dowdy and Osbourne Public Accountants
Address 105 Weir Point Dr. Manteo, NC 27954
Phone (252)449-4404

REFERENCE #2

Name Michael Siers
Business Owner Howard Hannah Real Estate Branch Kill Devil Hills
Address 4638 S Blue Marlin Way Nags Head, NC 27959
Phone (252)489-3861

REFERENCE #3

Name Jason Waughtel
Business Senior VP Southern Bank
Address 108 Weir Point Drive Manteo, NC 27954
Phone (252)619-6801

Signature

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Mark Ballog

Date

11/15/2021



APPLICATION FOR APPOINTMENT

TO DARE COUNTY ADVISORY BOARDS AND COMMITTEES

1st Choice Zoning Board of Adjustment - Dare County

2nd Choice

3rd Choice

Name Brian Harris

Address 46201 Diamond Shoals Dr.

City/State/Zip Buxton

Email sushibrian@gmail.com

Personal Phone (252)489-9669

Business Phone (252)995-5646

Business Address 46813 hwy 12

Occupation NC State auto inspector/ business owner

Dare County YES

Resident NO

The text boxes for Education, experience and other should only be 6 lines in order to format nicely on final application form. Text box is limited to 450 characters, but you may have to delete the line breaks.

Educational Background South River High School. Edgewater MD 21037 class of 95. Anne Arundel Community College. Severna Park MD.. Wor-Wic Community College Ocean City MD. Colorado Mountain College. Breckenridge CO. South Lake Tahoe Community College. Lake Tahoe CA. I attended several community colleges across the US while actively participating in snowboarding studying political science, business, and meteorology.

Business and civic experience and skills Currently help run Lighthouse Service Center/ Carquest in Buxton. I also own a seafood business in MD, specializing in seafood from the OBX to be sold at farmers markets across the DC/Baltimore area. I participated in the action sports industry sponsoring & managing the careers of extreme sports athletes. Through this time & travel I worked in various sushi chefs became a certified sushi chef and owned a sushi bar that is now closed.

Other boards, Committees, Commissions on which you presently serve presently none. I want to get involved in all aspects of Hatteras Island to help preserve its legacy, heritage and make sure the future generations here understand who came before them.

REFERENCE #1

Name Danny Couch

Business Hatteras Realty

Address Dipping Vat Rd. Buxton

Phone (252)475-4477

REFERENCE #2

Name John Couch

Business Red Drum Properties/ Lighthouse Service Center/ Carquest

Address 47270 Lost Tree Trail. Buxton 27920

Phone (252)216-8231

REFERENCE #3

Name Steve Kovacs

Business Dare County Fire Marshall

Address KDH ?

Phone (252)475-0141

Signature I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Brian Harris

Date 11/23/2021

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Janice Williams, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-1817, or send it by email to janicew@darenc.com

Advisory Board or Committee interested in:

1st choice Zoning Board of Adjustment

2nd choice Land Transfer Tax Appeals Board

3rd choice Library Board (East Albemarle Region)

Name Michelle Estelle Lewis

Address 514 Sir Walter Raleigh Street

City/State/Zip Manteo, N.C. 27954

Email Address MichelleELewis@gmail.com

Telephone Home: (252)473-3151

Business: (203)823-7478

Resident of Dare County: yes no

Occupation: Clergy- Youth Director Mount Olivet UMC

Business Address: 300 Ananias Dare Street Manteo, N.C.

Educational background:

B.A.-ECSU, M.A. Regent Univ., M.E.S.c.- Yale Univ.,

M.Div. Yale Univ., Doctorate- Emory Univ.

Business and civic experience and skills:

I have worked both nationally and internationally, and served as an advisor at the U.N. for a period of time.

Other Boards/Committees/Commissions on which you presently serve:

I do not currently serve on other boards, and am willing to serve where my skills can be best used.

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Susan Lee	Dare Co. Teacher Ret.	N.C.	(252) 441-1450
Craig Fitzsimmons	Clergy-Ret.	N.Y.	(573) 356-9516
Marsha Lee	NPS-Ret.	N.C.	(510)750-8879

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 3/6/2019 Signature of applicant: _____

FOR OFFICE USE ONLY:

Date received: 3-6-19

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Cheryl Anby, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-1817, or send it by email to cheryl.anby@darenc.com

Advisory Board or Committee interested in:

1st choice Fessenden Center Advisory Board

2nd choice Zoning Board of Adjustment

3rd choice PLANNING BOARD

Name Edward J. O'Brien Sr.

Address 41193 CARONADE CT., P.O. Box 805

City/State/Zip AVON, NC 27915

Email Address EDOBRIEN41193@GMAIL.COM

Telephone ^{cell} Home: (610) 842-9065

Business: _____

Resident of Dare County: yes no

Occupation: RETIRED

Business Address: _____

Educational background:
SOME COLLEGE

Business and civic experience and skills:

FORMER PUBLIC WORKS DIRECTOR

FORMER WASTEWATER TREATMENT PLANT SUPERINTENDENT

Other Boards/Committees/Commissions on which you presently serve:

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name Business/Occupation Address Telephone

ROMAN PROWEZAK, Whitpain Twp. Mgr., Whitpain, Pa.

Others upon request

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 5/18/21 Signature of applicant: 

FOR OFFICE USE ONLY:

Date received: 5/18/21

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Cheryl Anby, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-1817, or send it by email to cheryl.anby@darenc.com

Advisory Board or Committee interested in:

1st choice Waterways Commission

2nd choice Planning Board

3rd choice Zoning Board of Adjustment

Name Kermit W. Skinner, Jr.

Address 166 Cannon Trail

City/State/Zip Manteo NC 27954

Email Address kermit122@charter.net

Telephone Home: 252 305 5501

Business: _____

Resident of Dare County: yes no

Occupation: Retired Town Manager, Town of Manteo

Business Address: _____

Educational background:

Bachelor's Degree--Urban Studies and Planning Masters Degree Public Administration

Municipal and County Administration UNC Chapel Hill School of Government

Business and civic experience and skills:

30 years experience in local government as the Town Manager of the Town of Manteo

Other Boards/Committees/Commissions on which you presently serve:

None at the moment.

REFERENCES

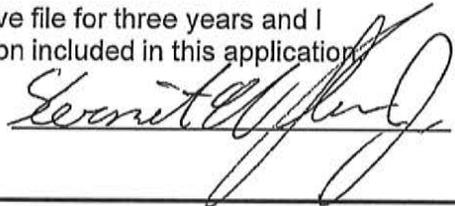
List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Bobby Owens	Mayor, Town of Manteo	PO Box 246 Manteo	252 256 0668
Mike Kelly	Local Businessman	PO Box 1089 NH	252 202 4116
Danny Couch	Local Businessman/DC Commissioner		252 475 4477

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: June 28 2019

Signature of applicant:



FOR OFFICE USE ONLY:

Date received: 7/1/19



APPLICATION FOR APPOINTMENT

TO DARE COUNTY ADVISORY BOARDS AND COMMITTEES

1st Choice Zoning Board of Adjustment - Dare County

2nd Choice

3rd Choice

Name Patricia S. Weston

Address 41105 Channel Ct. - P. O. Box 976

City/State/Zip Avon, North Carolina 27915-0976

Email obxblondie@aol.com

Personal Phone (252)305-1705

Business Phone

Business Address

Occupation Association Manager

Dare County YES

Resident NO

The text boxes for Education, experience and other should only be 6 lines in order to format nicely on final application form. Text box is limited to 450 characters, but you may have to delete the line breaks.

Educational Background 1965 Graduate of Oscar F. Smith High School, Chesapeake, VA; Attended Old Dominion College, Norfolk, VA.

Business and civic experience and skills 1968-1973 Sec'y - Evans Products, Chesapeake, VA; 1981-1985 Exec. Sec'y - Austin Hilton Inn and Austin Chamber of Commerce, Austin, TX; 1986-1988 Legal Secretary - Jacksonville, TX; 1988-1994 Legal Sec'y. - Roanoke, VA; 2014-2019 Pastoral Council, Our Lady of the Seas Catholic Church; 22 years as Manager - Gtr. Kinnakeet Shores Home Owners, Inc., Avon, NC; 2017-2020 - Dare Co. Tourism Board; 20 years experience with Quickbooks, etc.

Other boards, Committees, Commissions on which you presently serve Director - Lakes Edge HOA - Smith Mtn. Lake, VA; Director - Cape Hatteras Anglers Club, Buxton, NC; Vice President - Avon Property Owners Assn.; 2000-Present President - Gtr. Kinnakeet Shores Home Owners, Inc., Avon, NC.

REFERENCE #1

Name Kara Eakes

Business Owner - Red Drum Tackle Shop

Address P. O. Box 1354, Buxton, NC 27920

Phone (252)996-0567

REFERENCE #2

Name Rick Barto
Business Retired - Engineer
Address P. O. Box 1103, Avon, NC 27915
Phone (757)560-0335

REFERENCE #3

Name Grandy Hooper
Business Kinnakeet Dock & Bulkhead
Address P. O. Box 120, Avon, NC 27915
Phone (252)305-6943

Signature I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Patricia S. Weston

Date 2/14/2022

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Cheryl Anby, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-1817, or send it by email to cheryl.anby@darenc.com

Advisory Board or Committee interested in:

1st choice Library Board

2nd choice Transportation Advisory Board

3rd choice Zoning Board of Adjustment

Name Jo A. Wilson-Harfst

Address 1723 Virginia Ave.

City/State/Zip Kill Devil Hills, NC 27948

Email Address joannharfst@gmail.com

Telephone Home: 804-384-1584

Business: NA

Resident of Dare County: yes no

Occupation: retired

Business Address: _____

Educational background:

MPA - Pub. Admin. , BA-Sociology

SPHR - Human Res. certification

Business and civic experience and skills:

Served as local director of Social Services in

Mathews Co. VA 17 years. Was Eastern Reg. Dir. of

Social Services in VA 4 years. Was program Dir. for

VA chapter March of Dimes 4 years. Have served on

numerous family services boards over the years and

on board of a local charitable foundation for 6-8 yrs.

Other Boards/Committees/Commissions on which you presently serve:

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Kimberly Irvine	Administrator	906 Marlbank Dr. Yorktown VA	757-272-6028
Janine Sewell	retired Admin.	P.O. Box 41 Avon, NC 27915	540-376-2358
Gail Davidson	Child Protective Ser. Consultant	417 Fishermans Rd. Norfolk, VA	757-288-8384

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 10/10/2020 Signature of applicant: *Janine Hopt*

FOR OFFICE USE ONLY:

Date received: 10/13/2020



Veterans Advisory Council

Description

See Attached Summary

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager

May, 2022

BOARD APPOINTMENT

VETERANS ADVISORY COUNCIL

(Staggered Three Year Terms)

The Veterans Advisory Council serves as a liaison with the community in coordinating services and activities benefiting Veterans and their families. Members of the Veterans Advisory Council solicit information and provide updates about community based activities honoring veterans.

The terms of Steve Goodheart and Ellen Aidock expired in May

**The Veterans Advisory Council recommends that:
Ellen Aidock be reappointed
Steve Goodheart does not wish to be reappointed.**

**The Council recommends that
James Scroggin be appointed**

Applications have been received from:

**Terry Buchanan
Mary Jernigan
James Scroggin**

Other members:
See attached list

VETERANS ADVISORY COUNCIL
(Staggered/Three Year Term)

The Veterans Advisory Council serves as a liaison with the community in coordinating services and activities benefiting veterans and their families. Members of the Veterans Advisory Council solicit information and provide updates about community-based activities honoring Veterans.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Richard A. Probst, Chair 1806 Upper Dune Road Kill Devil Hills, NC 27948 502-592-7659 rprobs60@yahoo.com	5/23	Apptd. 5/19 Reapptd. 6/20
Steve Goodheart 101 Trinitie Drive Duck, NC 27949 252-715-4577 (H) 703-861-5476 (Cell) stevegoodheart@gmail.com	5/22	Apptd. 7/18 Reapptd. 5/19
Dr. Kevin P. Wallace 25 Crotan Ct. Manteo, NC 27954 208-590-5766 okinawawallace@gmail.com	5/24	Apptd. 7/21
Marsha Brown 163 Roanoke Trail Manteo, NC 27954 252-423-3007 (H) 252-202-2058 (C) giglineheroes@aol.com	5/23	Apptd. 5/12 Reapptd.5/14, 5/20
Ellen Aidooock, Vice-Chair 521 Canal Drive Kill Devil Hills, NC 27948 919-815-0977 ell2clif@yahoo.com	5/22	Apptd. 4/19
Justin O'Sullivan 900 C W Corrigan St Kill Devil Hills, NC 27948 856-298-8078 justin.p.osullivan@gmail.com	5/24	Apptd. 7/21

Barry L. Holt
48 Jovers Lane
Wanchese, NC 27981
(252) 473-6010
Barry.holt279@gmail.com

10/22

Apptd. 10/19

Jack Shea (Ex-Officio)
Dare County Commissioner
290 Wax Myrtle Trail
Southern Shores, NC 27949
252-261-4158 (H)

Apptd. 2/17

NOTES:

Veterans Advisory Council was formed on 5/7/12.

MEETING INFO: 4th Thursday of each month, 6 p.m., Rm. 168, Dare County Administration Building, 954 Marshall C. Collins Dr., Manteo, NC

CONTACT INFO: Rick Probst, Chair

MEMBERS COMPENSATED: No

Lynda Hester replaced Punk Daniels 6/13, Billy Brown replaced Clarence Skinner 7/13
Joshua Turner filled unexpired term of Pete Groom 3/14
Jack Leonard filled vacant seat previously held by Joe Pope 4/15
Gary Kierney replaced Josh Turner 4/15; Charles Read, Jr. replaced Lynda Hester 6/16
Russell Laney filled unexpired term of Dale Draper 6/16
Carl Reiber filled unexpired term of Billy Brown 8/16
Jeff Slaker filled unexpired term of Clarence Lewis who resigned 12/16
Jack Shea added as Ex-Officio member from the DCBC 2/17.
Kelli Rose Harmon filled unexpired term of Charles B. Read, Jr. who resigned 5/17.
Frederick W. Lamm filled unexpired term of Jeff Slaker who resigned 10/17.
Norman St. Laurent replaced Frederick Lamm whose term expired and did not want to be reappointed 5/18; Blake Salmon replaced Gary Kierney 6/18
Steve Goodheart replaced Carl Reiber who resigned 7/18
The Veteran's Advisory Council requested that Jack Shea be appointed as "Counselor" to the Veteran's Advisory Council upon his retirement. Approved by the DCBC – 11/18
Ellen Aidock replaced Kelli Harmon who resigned 4/19;
Richard Probst replaced Jack Leonard who resigned 5/19
Robert Yanacek replaced Russell Laney who resigned 5/19
Norman St. Laurent resigned 6/19; Barry L. Holt replaced him 10/19
Kevin P Wallace & Justin O'Sullivan appointed to replace Robert Yanacek & Blake Salmon 7/21

REVISED 7/21



Commissioners' Business & Manager's/Attorney's Business

Description

Remarks and items to be presented by Commissioners and the County Manager.

Board Action Requested

Consider items presented

Item Presenter

Robert Outten, County Manager