



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., July 18, 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
Clerk to the Board, Cheryl C. Anby

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 5:03 p.m. Chairman Woodard called to order the regularly scheduled meeting with appropriate prior public notice having been given. He invited Rev. Wayne Berry to share a prayer, and then he led the Pledge of Allegiance to the flag.

ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE

A brief outline of the item mentioned by Chairman Woodard during his opening remarks:

- Dare County Babe Ruth softball teams were recognized for their participation in the Allstar Tournament in Havelock, NC. Chairman called the name of each player in both the 8u and 12u teams to congratulate them for winning the NC state championship in their division. He stated it was a total team effort and the entire county was proud.

ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS

- 1) Sandy Pace, Virginia S. Tillett Community Center Manager, received a 25-year pin.
- 2) Sally Helms, Sr. Social Worker Supervisor, DSS, received a 15-year pin.
- 3) Felisha Norman, Income Maintenance Supervisor, DSS, received a 15-year pin.
- 4) Wanda McMahon Community Health Technician, DSS, received a 20-year pin.
- 5) Terence Sheehy, EMS Deputy Director, EMS, received a 25-year pin.

ITEM 3 – EMPLOYEE OF THE MONTH – July, 2022

Acra Styron received the Employee of the Month award from Tim White who described the many ways that he is an asset to the Parks & Recreation Department as a leisure activities coordinator. Mr. White mentioned one of Mr. Styron’s unique skills was to listen to opposing views while remaining calm. He has worked at Parks and Recreation for four years.

ITEM 4 – PUBLIC COMMENTS

At 6:01 p.m. the Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center Annex in Buxton. There were no comments from Buxton. Following is a summary of a comment from Manteo:

1. Melissa Gray was one of the assistant coaches for the Babe Ruth teams. She explained the cost of the sport travel teams and academic extracurricular programs were often prohibitive. She asked the Board to consider setting aside restricted funds to aid our youth in attending these programs and to help with the cost of travel.

The County Manager closed Public Comments at 6:04 p.m.

ITEM 5 – UPDATE – SENIOR TAR HEEL LEGISLATURE

Kaye White, the Dare County delegate to the North Carolina Senior Tar Heel Legislature, provided an annual report to the Board, accompanied by Sue Kelly, the alternate delegate. Ms. White stated several takeaways from the June 13-14, 2022 session. One issue involved the \$37 million one-time funding which was earmarked for older adult support services such as chore and shopping services, digital equipment purchases, transportation vouchers and telehealth access. Sue Kelly elaborated on other programs which provided home services and alternative caregiver services for Alzheimer's and dementia. There was more funding needed and improvement in staff to patient ratios.

ITEM 6 – PROCLAMATION RECOGNIZING JULY AS PARKS & RECREATION MONTH

The Board was presented with a Proclamation to recognize July as Parks & Recreation month. Parks and recreation activities and programs provide a multitude of benefits for the county, residents and visitors.

MOTION

Commissioners House and Couch motioned to adopt the Proclamation Recognizing July as Parks & Recreation Month

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

ITEM 7 – FLEXIBLE WORK SCHEDULES AND TELEWORKING POLICY

A flexible work schedule and teleworking policy was presented, which had been created to offer some flex options to Dare employees.resented with implementing it tomorrow. As part of the development of the policy, department heads had provided feedback. Mr. Outten explained as implementation began, it may be changed to improve upon the policy. There were some departments and positions that would not be able to take part in flexible scheduling due to job description and other factors. Commissioner Ross asked how many employees may be eligible. Elizabeth Reilly, Human Resources Director, explained between 100-150.

MOTION

Vice-Chairman Overman motioned to approve the flexible work schedule and teleworking policy.

Commissioners House and Bateman seconded the motion.

VOTE: AYES unanimous

ITEM 8 – CAPITAL PROJECT ORDINANCE – FEMA FLOOD MITIGATION ASSISTANCE GRANT, (Att. #1)

A flood mitigation assistance grant was awarded to the county to assist in the elevation of thirteen homes. The owner of each home would be required to provide a 25% match. Mr. Outten stated the funds received from homeowners were held in escrow for the program.

MOTION

Commissioner Bateman motioned to adopt the Capital Project Ordinance and authorized the County Manager to sign the Flood Mitigation Assistance Grant Agreement

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

ITEM 9 – BARNHILL PRECONSTRUCTION CONTRACT FOR EMS AND YOUTH CENTER PROJECTS (Att.#2)

The preconstruction contract for the proposed projects titled had been fully reviewed by staff.

MOTION

Commissioner House motioned to approve the preconstruction services contract and authorized the County Manager to sign contract.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

MOTION

Commissioner Tobin motioned to adopt the Capital Project Ordinance for the projects.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 10 – GENERAL FUND 5 YEAR PROJECTION

Dave Clawson, Finance Director, provided the Board with the projection for the operating fund #10. (See archived PowerPoint presentation) No action needed by the Board.

ITEM 11 – RESOLUTION DELEGATING THE AUTHORITY TO THE COUNTY MANAGER TO LEASE REAL PROPERTY FOR ONE YEAR OR LESS PURSUANT TO N.C.G.S. 160A-272 (Att. #3)

It was explained that from time to time the County leased designated surplus properties to various entities for terms of one year or less. Currently, approval by the Board of Commissioners was required for these leases. Delegating this authority to the County Manager would allow for a more efficient approval process for these short-term leases.

MOTION

Vice-Chairman Overman motioned to approve resolution that delegates the authority to the County Manager to approve and sign leases of County-owned real property with terms of one year or less pursuant to N.C.G.S. 160A-272.

Commissioners Tobin and House seconded the motion.

VOTE: AYES unanimous

ITEM 12 – ESSENTIAL HOUSING UPDATE (Att.#4)

The County Manager stated he had positive news about the two housing projects. Woda Cooper had been selected to build 100 essential/affordable units, however, there had been difficulties navigating through the process which had been eased through consult with Parker Poe Adams & Bernstein, LP and the N.C. School of Government. With the contractual

provision change for all the units to be constructed under the LIHTC guidelines, the County could move forward. The Board had seen the draft contract and the County Manager advised the recommended changes suggested by Parker Poe Adams & Bernstein would be made.

MOTION

Commissioner Tobin motioned to move forward with the Woda Cooper contract with modifications to the contract to reflect all the units to be built utilizing the LIHTC (Low-Income Housing Tax Credit) program and authorized the County Manager to sign the final contract. Commissioner House seconded the motion.

VOTE: AYES unanimous

As to the \$35 million project to be built by Coastal Affordable Housing, the County Manager advised with the Governor's signing of the budget, the funds would be placed in the General Fund. This would alleviate the legislative procurement issues. Mr. Outten mentioned the proposed draft agreement with Coastal Affordable Housing had been received today and it was close to final form.

ITEM 13 – 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 (06.15.22) (06.20.22) and (06.28.22) **(Att. #5)**
- 2) Damuth Trane – SPCA HVAC and Boiler System
- 3) 2022 CRS Annual Report
- 4) Recommendation of Award for Avon-Buxton Water Line Improvement
- 5) Budget Amendment – NCEM Capacity Building Competitive Grant Award
- 6) DHHS- Social Services Division Memorandum of Understanding between NCDHHS and Dare County
- 7) Update List of Deputy Finance Officers **(Att. #6)**
- 8) Hazard Mitigation Plan Activities Update
- 9) Budget Amendment – Miss Katie Hatteras Inlet
- 10) Budget Amendment – Debris Removal – Manteo Drainage Ditch System
- 11) Outer Banks Gun Club, Inc. – Amended Bylaws **(Att.#7)**

Vice-Chairman Overman and Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

ITEM 14 – COMMISSIONERS' BUSINESS & MANAGER'S/ATTORNEY'S BUSINESS

Following is a summary of the items mentioned by Commissioners and County Manager:

Commissioner Ross

- He thanked the Public Relations staff for the newly released short video that summarized some of the work Sandy Pace and others had been doing with the Special Olympian participants in the county.
- Attended the opening of the exhibit entitled, "Operation Drum Beat" at the Graveyard of the Atlantic Museum in Hatteras. It was an outstanding reflection of the U boat activity during World War II with artifacts and renderings of the maritime historic period.
- Kaye White would be one of the speakers at Gentle Expert Memory Care. He stated there were an estimated 6 million people who suffered with these related disabilities.

Commissioner House

- Congratulated the County's Babe Ruth league's two state champion winners.
- The US transitioned into a nationwide three-digit suicide crisis hotline number of 988. The phone number would connect callers to mental health professionals and counselors.
- Senator Steinburg had submitted his resignation effective July 31, 2022 and he had asked Representative Bobby Hanig be appointed to his position. For a day-in-history remembrance, he reminded everyone of Harry S. Truman reintroducing the presidential succession act in 1947.
- Introduced the Pet of the Week showcasing "Rambo" from the SPCA.

Vice-Chairman Overman

- Congratulated the service pin recipients for their cumulative 100 years of service. He also congratulated Acra Styron as employee of the month.
- He congratulated the two Babe Ruth softball teams for their state championship win.
- He took part in a conference call to discuss the upcoming retirement of Dr. John Diamond, who had shouldered the telesite pediatric work with children through Surf Pediatrics. ECU presented a plan for Dr. Diamond to continue the work from home or have another doctor step in for a "seamless transition".
- The Saving Lives Task Force made a presentation to the Kill Devil Hills Rotary Club to provide information on county programs to curtail and prevent substance abuse.

Commissioner Bateman

- Mentioned two separate recent car accidents with a seven-year old and a twenty-four-year-old pedestrian in Hatteras. He requested the County Manager prepare a letter or resolution from the Board to be sent to NCDOT to request better crosswalks in Hatteras. He stated signage was working in Kitty Hawk and other towns. Mr. Outten asked for clarification of needed locations for better signage. Several locations as Canadian Hole and near the ranger station in Rodanthe and Hatteras Village were mentioned. He advised a letter would be fine. Vice-Chairman Overman stated they needed electronic, lighted signage to denote the crosswalk areas. Commissioner Couch introduced the idea of a Frisco fireman for the need to create a Community Safety Program to bring awareness and educate the public.

MOTION

Commissioner Bateman motioned to have a letter or resolution prepared to request NCDOT provide crosswalk signage in Rodanthe and Hatteras Village.

Vice-Chairman Overman seconded the motion

VOTE: Ayes - unanimous

Commissioner Couch

- Mentioned Carol Dillon, whose World War II story was the basis of the book entitled "Taffy of Torpedo Junction" was doing well with a new pacemaker.
- Hatteras was busy with vacationers, but safety needed to come first. It was important to reinforce safety practices.
- Beach nourishment in Avon and Buxton or "coastal storm resiliency" was going well and was an amazing success story to protect the economy and infrastructure of the area.

Commissioner Tobin

- CAC reentry training would be July 26 in Terrell County. Brandi, the ombudsman, had resigned and Jasmine would be presenting the training.
- Announced the dredge delivery would be delayed another couple of weeks. The motors that run the dredge pumps were underpowered and had been replaced. July 29 was the new delivery date. He would be attending one of sea trials tomorrow.
- Reported the inlet was in horrible shape. He had been working with Congressman Murphy, Senators Tillis and Burr along with Congressman Wittman from Virginia to put pressure on the Corps. Col. Bennett had issued a letter of emergency to DEQ to get emergency authorization for dredging in a little interior channel for relief.
- He congratulated the ball players for their terrific state championship win.

Chairman Woodard requested the Board to review the A.B.C. Board history and applications. Ray White was retiring from the board as member and chairman.

MOTION:

Commissioner Couch motioned to appoint Fields Scarborough, Sr. as chairman of the A.B.C. Board.

Commissioner House seconded the motioned

VOTE: AYES unanimous

Chairman Woodard asked for a motion to appoint a new member to the A.B.C. Board to replace retiring Ray White, who had done an excellent job for many years.

MOTION:

Commissioner Tobin motioned to appoint Bea Basnight.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous.

MANAGER'S/ATTORNEY'S BUSINESS

County Manager Outten explained the NC Cooperative Extension was forming a food council and suggested Dare County's Extension Director, Tanya Lamo represent Dare County.

MOTION

Commissioner Tobin motioned to appoint Tanya Lamo as Dare County's representative to serve on the Coastal NC Food Council.

Vice-Chairman Overman and Commissioner House seconded the motion.

VOTE: AYES unanimous

Clerk's Note: The Annual Budget Ordinance Fiscal Year 2023 (Att. #8) – This ordinance was approved by the Board on May 16, 2022, however, was not available from Finance until this meeting and will be filed with Register of Deeds under this agenda section.

Dorothy Hester commented they would work to try to get some effective information out for highway and pedestrian safety issues.

Dave Clawson mentioned the beach nourishment was going very well as Commissioner Couch had described earlier.

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

MOTION

Commissioner Tobin motioned to adjourn the meeting.

Commissioner House seconded the motion.

VOTE: AYES unanimous

At 7:48 p.m., the Board of Commissioners adjourned until 9:00 a.m., August 1, 2022.



Respectfully submitted,

By: *Cheryl C. Anby*
Cheryl C. Anby, Clerk to the Board

APPROVED:

By: *Robert Woodard, Sr.*
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. Public comments: Each speaker's position has been summarized. Attempts have been made to accurately reflect the spelling of each name as spoken at the podium or based on the legibility of the sign-in sheet.