



**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, December 05, 2022**

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

**AGENDA**

- 9:00 AM            CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1            Swearing In Ceremony**
- ITEM 2            Election of Chairman**
- ITEM 3            Election of Vice-Chairman**
- ITEM 4            Opening Remarks - Chairman's Update**
- ITEM 5            Service Pins - December, 2022**
- ITEM 6            Employee of the Month - November**
- ITEM 7            Employee of the Month - December**
- ITEM 8            Public Comments**
- ITEM 9            Public Hearing - FY2024 Transportation NCDOT 5310, 5311, and Combined Capital Grant Applications**
- ITEM 10           Human Trafficking Awareness Month**
- ITEM 11           N.C. Office of Recovery & Resiliency Strategic Buyout Program**
- ITEM 12           Grant Application - NC DEQ Electric Vehicle Charging Stations**
- ITEM 13           Kitty Hawk EMS Station**
- ITEM 14           Consent Agenda**
1. Approval of Minutes
2. Tax Collector's Report
3. Sanitation Fund - Capital Outlay Budget Amendment
- ITEM 15           Board Appointments**
1. Dare County Tourism Board
2. Juvenile Crime Prevention Council
3. Planning Board
4. Upcoming Board Appointments
- ITEM 16           Commissioners' Business & Manager's/Attorney's Business**
- ITEM 17           Closed Session**

**ADJOURN UNTIL 9:00 A.M. ON JANUARY 3, 2023**



*Swearing In Ceremony*

**Description**

The Oath of Office will be administered by district number to the recently re-elected commissioners.

Re-elected Commissioners - Jim Tobin, District 1 and Rob Ross, District 2  
Cheryl House - Register of Deeds  
(Ervin Bateman will have oath administered at the 1/3/2023 meeting)

The Oath of Office is required by NCGS 153A-26 in the form prescribed in Article VI, Section 7 of the North Carolina Constitution.

**Board Action Requested**

None

**Item Presenter**

Cheryl C. Anby, Clerk to the Board



*Election of Chairman*

**Description**

The Clerk to the Board of Commissioners will conduct the annual election of Chairman

**Board Action Requested**

To Elect a Chairman

**Item Presenter**

Cheryl C. Anby, Clerk to the Board



*Election of Vice-Chairman*

**Description**

The Chairman will conduct the election of Vice-Chairman.

**Board Action Requested**

To elect a Vice-Chairman

**Item Presenter**

Chairman of the Board of Commissioners



*Opening Remarks - Chairman's Update*

**Description**

Dare County Chairman will make opening remarks.

**Board Action Requested**

Informational Presentation

**Item Presenter**

Chairman



*Service Pins - December, 2022*

**Description**

Service pins for the month of December will be presented

**Board Action Requested**

None

**Item Presenter**

Robert Outten, County Manager



*Employee of the Month - November*

**Description**

The Employee of the Month Certification will be presented.

**Board Action Requested**

None

**Item Presenter**

To Be Determined



*Employee of the Month - December*

**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. Masks and social distancing required.

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



*Public Hearing FY 2024 NCDOT 5310, 5311, and Combined Capital Program Grant Applications*

**Description**

A Public Hearing is required for FY 2024 NCDOT Grant Applications. This is our annual request for funding. The 5310 operational grant funds are used to provide transportation to seniors and individuals with disabilities. The 5311 community transportation grant reimburses administrative expenses. The combined capital grant will cover expenses for one replacement wheelchair equipped van (per NCDOT replacement schedules) and for annual service for all ten revenue vans.

**Board Action Requested**

Conduct public hearing and adopt the FY 2024 Program Resolution

**Item Presenter**

Radcliff Hester, Transportation Program Supervisor

**PUBLIC HEARING NOTICE**  
**Section 5311 (ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.**

This is to inform the public that a public hearing will be held on the proposed FY 2024 Dare County Community Transportation Program Application to be submitted to the North Carolina Department of Transportation no later than December 5, 2022. The **public hearing will be held on December 5, 2022 at 9 a.m. before the Dare County Board of Commissioners.**

Those interested in attending the public hearing and needing either auxiliary aids or services under the Americans with Disabilities Act (ADA) or a language translator should contact Radcliff Hester on or before November 28, 2022, at telephone number 252-475-5641 or via email at radcliff.hester@darenc.com

The Community Transportation Program provides assistance to coordinate existing transportation programs operating in Dare County as well as provides transportation options and services for the communities within this service area. Transportation is currently provided using demand response service. Services are rendered by nine county operated vehicles.

The total estimated amount requested for the period **July 1, 2023 through June 30, 2024:**

<b>Project</b>	<b>Total Amount</b>	<b>Local Share</b>
Administrative	<b>\$ 154,534</b>	<b>\$ 23,180 (20%)</b>
Capital (Vehicles & Other)	<b>\$ 102,838</b>	<b>\$ 20,568 (20%)</b>
5310 Operating	<b>\$ 100,000</b>	<b>\$ 50,000 (50%)</b>
Other	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>
<b>TOTAL FUNDING REQUEST</b>	<b>\$ 357,372</b>	<b>TOTAL LOCAL SHARE \$ 93,748</b>

This application may be inspected at the Dare County Transportation Office from November 28, 2022 through December 5, 2022. Written comments should be directed to Radcliff Hester, Transportation Program Supervisor, before December 5, 2022.

**PUBLIC TRANSPORTATION PROGRAM RESOLUTION**

**FY 2024 RESOLUTION**

**Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.**

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for “purchase-of-service” projects under the Capital Purchase of Service budget, Section 5310 program.

WHEREAS, (*Legal Name of Applicant*) Dare County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the Dare County Transportation Supervisor is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT’s calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

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

I Cheryl C. Anby, Clerk to the Board of Commissioners, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Dare County Board of Commissioners duly held on the 5<sup>th</sup> day of December, 2022.

\_\_\_\_\_  
*Signature of Certifying Official*

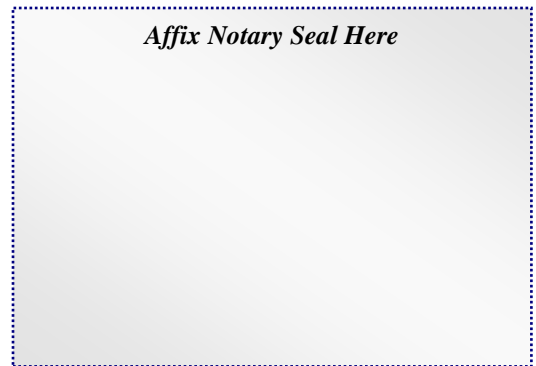
***\*Note that the authorized official, certifying official, and notary public should be three separate individuals.***

Seal Subscribed and sworn to me  
(date) \_\_\_\_\_

\_\_\_\_\_  
*Notary Public \**

\_\_\_\_\_  
*Printed Name and Address*

My commission expires  
(date) \_\_\_\_\_



**FY 2024 LOCAL SHARE CERTIFICATION FOR FUNDING**

**Dare County**

**Requested Funding Amounts**

<u>Project</u>	<u>Total Amount</u>	<u>Local Share**</u>
5311 Administrative	\$ <b><u>154,534</u></b>	\$ <b><u>23,180</u></b> (15%)
5311 Operating (No State Match)	\$ _____	\$ _____ (50%)
5310 Operating (No State Match)	\$ <b><u>100,000</u></b>	\$ <b><u>50,000</u></b> (50%)
5307 Operating	\$ _____	\$ _____ (50%)
5307 Planning	\$ _____	\$ _____ (10%)
Combined Capital	\$ <b><u>102,838</u></b>	\$ <b><u>20,568</u></b> (10%)
Mobility Management	\$ _____	\$ _____ (50%)
5310 Capital Purchase of Service	\$ _____	\$ _____ (10%)
_____	\$ _____	\$ _____ (____%)
_____	\$ _____	\$ _____ (____%)
_____	\$ _____	\$ _____ (____%)

Funding programs covered are 5311, 5310, 5339 Bus and Bus Facilities, 5307 (Small fixed route, regional, and consolidated urban-rural systems)

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<b>TOTAL</b>	\$ <b><u>357,372</u></b>	\$ <b><u>93,748</u></b>
	<b>Total Funding Requests</b>	<b>Total Local Share</b>

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**\*\*NOTE: Applicants should be prepared for the entire Local Share amount in the event State funding is not available.**

**The Local Share is available from the following sources:**

<u>Source of Funds</u>	<u>Apply to Grant</u>	<u>Amount</u>
<b><u>Local</u></b>	<b><u>5311 Administrative</u></b>	\$ <b><u>23,180</u></b>
<b><u>ROAP/Local</u></b>	<b><u>5310 Operating</u></b>	\$ <b><u>50,000</u></b>
<b><u>Local</u></b>	<b><u>Combined Capital</u></b>	\$ <b><u>20,568</u></b>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

FY 2024 Local Share Certificate (page 2)

_____	_____	\$ _____
_____	_____	\$ _____
<b>TOTAL</b>		<b>\$ <u>93,748</u></b>

**\*\* Fare box revenue is not an applicable source for local share funding**

I, the undersigned representing (*Legal Name of Applicant*) **Dare County** do hereby certify to the North Carolina Department of Transportation, that the required local funds for the FY2024 Community Transportation Program and 5307 Governors Apportionment will be available as of July 1, 2023, which has a period of performance of July 1, 2023 – June 30, 2024.

\_\_\_\_\_  
Signature of Authorized Official

Robert Outten, County Manager  
\_\_\_\_\_  
Type Name and Title of Authorized Official

\_\_\_\_\_  
Date



*Human Trafficking Awareness Month*

**Description**

The Outer Banks Hotline advocates for victims and survivors of domestic abuse, sexual assault and human trafficking. Along with the Dare County Sheriff's Office, they were recently awarded a large federal grant for a Human Trafficking Task Force to combat trafficking in our region. Only fifteen agencies received this grant in the nation.

**Board Action Requested**

Adopt Proclamation

**Item Presenter**

Bronwyn Thornton and Stephanie Baker





## **DARE COUNTY HUMAN TRAFFICKING AWARENESS MONTH**

**WHEREAS**, human trafficking involves the use of force, fraud, or coercion to obtain some type of labor or commercial sex act; and

**WHEREAS**, human trafficking affects women, men, boys, and girls of all ages, regardless of race, sexual preference or nationality; and

**WHEREAS**, traffickers prey on vulnerable populations; and

**WHEREAS**, supply and demand are an integral component of the human trafficking equation; and

**WHEREAS**, North Carolina is currently ranked 9<sup>th</sup> in the United States for human trafficking, consistently ranks in the nation's top ten states, and Dare County is not immune to this form of modern slavery; and

**WHEREAS**, Outer Banks Hotline and the Dare County Sheriff's Department are joint recipients of a Department of Justice, Office for Justice Programs, Office of Victims of Crime grant with a combined worth just upwards of \$860,000.00 to combat human trafficking in our region; and

**WHEREAS**, with this grant money we can create and implement a North Carolina Eastern Region Joint Human Trafficking Task Force to fight the growing human trafficking crisis in Dare, Currituck, Camden, and Pasquotank counties.

**NOW, THEREFORE**, Dare County does hereby proclaim January 2023 be recognized as *Human Trafficking Awareness Month*.

This the 5<sup>th</sup> day of December, 2022.

SEAL

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Robert Woodard, Sr., Chairman

Attest:

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Cheryl C. Anby, Clerk to the Board



*N.C. Office of Recovery & Resiliency Strategic Buyout Program*

**Description**

See attached Staff Summary

**Board Action Requested**

Authorize County Manager to enter into agreement with NCORR

**Item Presenter**

Barton Grover, Grants & Waterways Administrator



## County of Dare

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

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11/28/22

### MEMORANDUM

TO: DARE COUNTY BOARD OF COMMISSIONERS

FROM: Barton Grover

RE: NCORR Strategic Buyout Program

The North Carolina Office of Recovery and Resiliency (NCORR), via the Strategic Buyout Program, offers eligible property owners located in flood-prone areas the opportunity to sell their homes. It is a voluntary program in which the State will purchase and demolish the houses. After which, the properties will permanently be maintained as green space by the local government. Properties must be located within a buyout zone in an impacted county. Dare County has been designated by the State of North Carolina as an impacted county.

NCORR works with local governments to identify areas, called buyout zones, with the greatest risk of damage from future hurricanes and floods. The attached maps are the proposed areas to be included within the buyout zones in Rodanthe and Buxton. These properties were chosen due to their location in relation the first line of stable vegetation and/or historical impacts from storms. Additional properties adjacent to the buyout zone may be added on a case by case basis if the property owner is interested in participating in the program.

Once the buyout zone is established, NCORR will perform outreach to property owners and work with owners interested in selling their property. NCORR can offer up to approximately \$470,000 or fair market value, whichever is lesser, for the purchase of the home. NCORR will cover all customary costs associated with the purchase of the property (such as appraisal, legal costs, survey, title reports) and will cover the costs related to demolition. Upon closing, the properties will be transferred to Dare County.

COOPERATIVE AGREEMENT  
BETWEEN  
THE NORTH CAROLINA OFFICE OF RECOVERY AND RESILIENCY  
AND  
COUNTY, NORTH CAROLINA  
(STRATEGIC BUYOUT PROGRAM)

THIS COOPERATIVE AGREEMENT (the “Agreement”) is entered into by and between the North Carolina Office of Recovery and Resiliency, a division of the North Carolina Department of Public Safety, an agency of the State of North Carolina (“Grantee” or “NCORR”) and the County, North Carolina, a body politic and corporate, created by the General Assembly of North Carolina for certain public and political purposes (the “County”). Each, individually, a “Party”, and collectively, the “Parties”. This Agreement is made effective [\_\_\_\_\_], 2022.

PERIOD OF PERFORMANCE:           Effective Date until March 1, 2032.

GRANT NUMBER:

CFDA NUMBER:

**1. RECITALS**

- 1.1. Pursuant to the Federal Register notice dated August 30, 2019 (84 Fed. Reg. 45838) and the Federal Register notice dated January 6, 2021 (86 Fed. Reg. 561) (together, with the Federal Register notice dated September 28, 2020 (85 Fed. Reg. 60821) and other applicable Federal Register Notices, referred to as the “Federal Register Notices” herein) the State received allocations of CDBG-Mitigation (“CDBG- MIT”) funds from U.S. Department of Housing and Urban Development (“HUD”) in the total amount of \$202,686,000; and
- 1.2. NCORR has designated \$182,417,400 of the allocation from these funds for use by the Strategic Buyout Program (“Buyout Program”) to carry out strategic and high-impact activities to mitigate disaster risks and reduce future losses, and to meet remaining unmet recovery needs caused by federally declared disasters, including Hurricanes Matthew and Florence, that were not met through FEMA, private insurance proceeds, loans, or other funding sources in at-risk locations; and
- 1.3. County will assist NCORR in carrying out the Buyout Program by accepting ownership of properties program applicants (“Designated Property” or “Designated Properties”) pursuant to this Agreement; and
- 1.4. The Parties desire to enter into this Agreement and intend to be bound by its terms; and
- 1.5. County has legal authority to enter into this Agreement, and by signing this Agreement assures NCORR that it will comply with all requirements of the Agreement as described herein; and
- 1.6. This Agreement constitutes the entire agreement between the Parties, superseding all prior oral and written statements or agreements regarding the Buyout Program between NCORR and County.

1.7. Now, therefore, in consideration of the need to carry out strategic and high-impact activities to mitigate disaster risks and reduce future losses, and the promises and mutual covenants described herein, the parties mutually agree to the terms described in this Agreement.

**2. GENERAL TERMS AND CONDITIONS OF AGREEMENT**

2.1. Not Federal Subaward. This Agreement does not constitute a subaward of federal grant funds to County nor does this Agreement create a federal assistance relationship between County and Grantee.

2.2. Notice; Notice Information. All required documentation, notices, requests or other communications permitted or required to be made by County under this Agreement or other documentation relating to this Agreement shall be given to Grantee or Grantee’s designee.

Notice shall be in writing, signed by the Party giving such notice. Notice shall be deemed given 3 business days following the date when deposited in the mail, postage prepaid, registered or certified mail, return receipt requested. Electronic notice and signatures are acceptable as described in Section 6.13.

**Grantee**

Maggie Battaglin, Director of Mitigation  
North Carolina Office of Recovery and Resiliency  
PO Box 110465  
Durham, NC 27709  
Phone: 984-220-4998  
Email: Maggie.Battaglin@ncdps.gov

**County**

[NAME], [TITLE]  
[ORGANIZATION]  
[ADDRESS LINE 1]  
[ADDRESS LINE 2]  
[PHONE NUMBER]  
[EMAIL]

**3. PERIOD OF PERFORMANCE, TERM, AMENDMENTS AND TERMINATION**

3.1. HUD Grant Agreement. The County hereby acknowledges that this Agreement is subject to the requirements of the grant agreement between the State of North Carolina, Grantee, and HUD (the “Federal Grant Agreement”) and the availability of the allocated CDBG-MIT funds. County also acknowledges and agrees that any suspension, cancellation, or termination of the CDBG-MIT allocation(s) or funds by HUD will result in the immediate suspension, cancellation, or termination of this Agreement, upon Grantee’s notice to County.

3.2. Period of Performance and Term. The period of performance for this Agreement commences on the Effective Date and ends on the later of: (i) March 1, 2032; (ii) the date as of which the Parties agree in writing that all Designated Properties have been transferred to the County and that neither Party has any further obligation, except to enforce perpetual use restrictions, under this Agreement;

or (iii) such later date as the parties may agree to in a written, executed amendment to this Agreement.

This Agreement and its terms and conditions shall remain in effect during any period in which the County has control over Grant Funds provided through this Agreement, including program income as defined in Section 4.8 and 24 CFR 570.489(e), to the extent that applicable Federal Register Notices further waive or define program income.

3.3. Amendments. Grantee and County may amend this Agreement at any time provided that such amendments are in writing, make specific reference to this Agreement, are approved by all Parties, and are signed by a duly authorized representative of each Party. Such amendments shall not invalidate this Agreement, nor relieve or release Grantee or County from their obligations under this Agreement.

Grantee may, unilaterally and in its discretion, amend this Agreement to conform with federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons with written notice to County.

3.4. Suspension or Termination.

3.4.1. **Termination for Convenience.** Grantee may terminate this Agreement, in whole or in part, for convenience, with 30 days written notice to County.

3.4.2. **Termination in the Event of Default.** Grantee may suspend, reduce, or terminate its obligations under this Agreement, in whole or in part, including by project, upon 30 days' notice, whenever Grantee determines that County has failed to comply with any term, condition, requirement, or provision of this Agreement. County shall be afforded a reasonable period of time to cure any noncompliance. Failure to comply with any terms of this Agreement, include (but are not limited to) the following:

3.4.2.1. Default in Performance. The default by County or a subsequent recipient in the observance or performance of any of the terms, conditions or covenants of this Agreement.

3.4.2.2. Misrepresentation. If any representation or warranty made by County or any information, certificate, statement or report given by County in connection with the Grant shall be untrue or misleading in any material respect at the time made.

3.4.2.3. Abandonment of the Project. If County abandons or otherwise ceases to continue to make reasonable progress towards completion of the program activities.

If, after notice of default or non-compliance, County has not cured such default within a reasonable time or is not diligently pursuing a cure satisfactory to Grantee, then Grantee shall promptly notify County, in writing, of its determination, the reasons for the termination, and the date on which the termination shall take effect.

3.4.3. **Remedies.** Upon termination, Grantee retains the right to recover any improper expenditures from County and County shall return to Grantee any improper expenditures no later than 30 days after the date of termination. If Grantee terminates this Agreement

because of an Event of Default, Grantee shall have the exclusive right to designate, assign, or transfer ownership of any and all Designated Properties conveyed through this Agreement to an entity designated by Grantee.

Grantee shall have the power and authority, consistent with statutory authorities: (a) to prevent any impairment of the grant activities by any acts which may be unlawful or in violation of this Agreement or any other item or document required hereunder; (b) to compel specific performance of any of County's obligations under this Agreement; (c) to obtain return of all Grant Funds, including equipment if applicable; and (d) to seek damages from any appropriate person or entity. Grantee shall be under no obligation to complete the activities funded by this Agreement.

3.5. Nonwaiver. No delay, forbearance, waiver, or omission by Grantee to exercise any right, power or remedy upon any event of default shall exhaust or impair any such right, power or remedy or shall be construed to waive any such event of default or to constitute acquiescence therein.

#### 4. RESPONSIBILITIES OF COUNTY

4.1. Acceptance of Properties. County covenants and agrees to accept ownership and stewardship of all Designated Properties purchased by Grantee in the predetermined Disaster Risk Reduction Area (Appendix A). County shall take all necessary measures for acceptance of Designated Properties, including but not limited to, resolution(s) approved by the County Board of Commissioners. If County refuses to take ownership of a property, purchased by Grantee and in the Disaster Risk Reduction Area, the County will be in default under this Section [ ] of this Agreement and Grantee may, at its discretion, seek available remedies.

4.2. Use Restrictions. Under the Buyout Program and the Federal Register notice dated August 30, 2019 (84 FR 45865), each Property shall be dedicated and maintained in perpetuity for uses compatible with open space, recreational, natural floodplain functions, other ecosystem restoration, or wetlands management practices. Such uses may include: outdoor recreational activities; nature reserves; cultivation; grazing; unimproved, unpaved parking lots; buffer zones; and other uses consistent with CDBG-DR guidance for open space acquisition. In all cases, a deed restriction or covenant running with each Designated Property must require that the buyout property be dedicated and maintained for compatible uses in perpetuity.

4.3. Buyout Requirements.

4.3.1. **No New Structures**. No new structure will be erected on any Designated Property from which a structure was removed under the Buyout Program other than: (a) A public facility that is open on all sides and functionally related to a designated open space (e.g., a park, campground, or outdoor recreation area); (b) a rest room; or (c) a flood control structure, provided that structure does not reduce valley storage, increase erosive velocities, or increase flood heights on the opposite bank, upstream, or downstream and that the local floodplain manager approves, in writing, before the commencement of the construction of the structure. No new structures or improvements shall be erected on Property without the prior, written consent of Grantee. Any improvements on the

Property shall be in accordance with proper floodplain management policies and practices and shall comply with all State, Local, and Federal laws and regulations.

- 4.3.2. **No Additional Disaster Assistance.** After receipt of the assistance, with respect to any Designated Property, no subsequent application for additional disaster assistance for any purpose or to repair damage or make improvements of any sort will be made by the owner of the buyout property (including subsequent owners) to any Federal entity in perpetuity.
- 4.4. Closing. At the closing of the purchase of each Designated Property, County must: (i) make available a duly authorized representative of County to attend the closing and (ii) ensure that the deed and restrictive covenant are duly recorded at the County Register of Deeds Office.
- 4.5. Right of Entry. After closing for each Designated Property, County grants Grantee and its employees, agents, contractors, consultants, and related parties (individually and collectively “Agents”) an unconditional right of access and entry to the Designated Property to perform any necessary demolition and/or environmental remediation work on the Designated Property, and to perform such other work including, but not limited to, tests, studies, investigations, and remediation, as necessary or desirable or as may be required by applicable federal, state or local laws, regulations or codes.
- 4.6. Maintenance of the Property. After a Designated Property has been transferred to County and the site has been cleared by Grantee, County shall assume ongoing maintenance of the Designated Property in perpetuity.
- 4.7. Future Transfer. County may lease a Designated Property to adjacent property owners or other parties, including nonprofit land conservation organizations, for compatible uses in return for a maintenance agreement. Although federal policy encourages leasing rather than selling such Designated Property, a Designated Property may also be sold. Grantee must approve the transfer, in writing, in accordance with the following:
  - 4.7.1. County may convey a property interest in a Designated Property only to a public entity or other qualified organization whose use of such Designated Property will be compatible with the use requirements in this Agreement.
    - 4.7.1.1. County may convey an easement or lease to a private individual or entity for purposes compatible with the uses described in this Agreement, so long as the conveyance does not include the authority to control and enforce the terms and conditions of this Agreement
  - 4.7.2. County must submit to Grantee a transfer request including, but not limited to, a signed statement from the proposed transferee stating that it acknowledges and agrees to be bound by the terms of this Agreement. If conveying to a nonprofit land conservation organization, transferee must provide documentation of its status as such.
  - 4.7.3. If a Designated Property is sold and title is transferred to a public entity other than one with a conservation mission, it must be conveyed subject to a conservation easement that shall be recorded with the deed and shall incorporate all terms and conditions set forth in



this section, including the easement holder's responsibility to enforce the easement. This shall be accomplished by one of the following means:

- 4.7.3.1. County shall convey a conservation easement to an entity other than the title holder, which shall be recorded with the deed, or
- 4.7.3.2. At the time of title transfer, County shall retain such conservation easement, and record it with the deed.
- 4.7.4. Conveyance of any property interest must reference and incorporate the original deed restrictions providing notice of the terms and conditions of this Agreement and must incorporate a provision for the transferred Designated Property to revert to County in the event that the transferee ceases to exist or loses its eligible status under this section.
- 4.7.5. County shall be responsible in perpetuity for monitoring the compliance with and enforcement of all terms of this Agreement, as well as in the restrictive covenant(s) governing the transferred Designated Property.
- 4.8. Program Income. Program income includes, but is not limited to, gross income received by a State, a unit of general local government, a tribe, or a subgrantee of the unit of general local government that was generated from the use of CDBG-MIT funds, regardless of when the funds were appropriated and whether the activity has been closed out, except in certain limited circumstances. The Strategic Buyout Program is not expected to produce program income. If program income is generated from the Strategic Buyout Program and this Agreement, Grantee will, on a case-by-case basis, evaluate the impact of the repayment and/or collection of any and all program income received by County and will appropriately address the treatment of program income under this Agreement and work with County to determine the appropriate reporting to comply with HUD requirements.
- 4.9. Liabilities; Claims. Neither Grantee nor the State will be responsible for any costs or financial liabilities associated with any and all Designated Property after said property has been transferred to County; and County shall be solely responsible for pursuing or defending any such claims related to any and all Designated Property that arise after the transfer of such property to County.
- 4.10. Access to Records. County shall provide any duly authorized representative of Grantee, the North Carolina State Auditor, the North Carolina Office of State Budget and Management, HUD, and the Comptroller General, the Inspector General and other authorized parties at all reasonable times access to and the right to inspect, copy, monitor, and examine all of the books, papers, records, and other documents relating to any Designated Property during the period of performance of this Agreement and for three years following the completion of all closeout procedures. All original files shall be maintained at the offices of County for access purposes.
- 4.11. Client Data and Other Sensitive Information. County must comply with 2 C.F.R. § 200.303(e) and take reasonable measures to safeguard protected personally identifiable information, as defined in 2 C.F.R. § 200.82, and other information HUD or Grantee designates as sensitive or that County considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

## 5. GRANTEE RESPONSIBILITIES

5.1. Identifying Properties; Outreach; Due Diligence. Grantee will identify eligible Disaster Risk Reduction Area and ensure each area is eligible for the Strategic Buyout Program and meets federal requirements. Grantee will conduct community engagement efforts in a manner compliant with federal and state policies or regulations. After this Agreement is executed, Grantee will diligently work to contact owners of Designated Properties identified in Appendix A to inform them of the program and solicit applications. Grantee staff or its agents will provide intake and case management services to interested owners of Designated Properties.

Grantee will perform all required due diligence, including but not limited to, title reviews, environmental reviews, asbestos survey and testing, lead based paint tests, boundary surveys, appraisals and closing services. In-depth overviews of due diligence activities may be found at in the Strategic Buyout Program policy manual, located at [rebuild.nc.gov/buyout](https://rebuild.nc.gov/buyout).

5.2. Environmental Reviews. Each Designated Property must be in compliance with the National Environmental Policy Act (NEPA), and other related Federal and state environmental laws, including 24 CFR Part 58, 40 CFR Part 1500 through 1508, and other federal and state laws and regulations (some of which are enforced by state agencies) that may also apply.

An environmental review must be completed for each Designated Property prior to obligating CDBG-MIT funds. Grantee will complete an environmental review for each Designated Property before an offer is made to the owner of a Designated Property. To mitigate the risk of the repayment or recapture of HUD funding, no choice-limiting activities may occur prior to Grantee obtaining an environmental clearance of a Designated Property, per 24 CFR 58.22. Choice-limiting activities may include but are not limited to a commitment of funds to purchase a Designated Property; a transfer of deed or conveyance of title to such Designated Property; or acquisition of such Designated Property.

Grantee shall be solely responsible for any and all environmental remediation work necessary on a Designated Property.

5.3. Asbestos Survey and Testing, Lead-Based Paint Testing. Per State requirements, Grantee will cause a licensed asbestos inspector to perform an asbestos survey for all structures that are safe to enter on a Designated Property. All demolition activities will be done compliant with applicable local, state, and federal requirements related to asbestos.

In addition, a lead-based paint assessment will be performed on all Designated Properties that do not meet the exemption criteria outlined in 24 CFR 35.155. All Designated Properties built prior to 1978 will be demolished using lead-safe practices, as required by regulations.

5.4. Boundary Surveys. Grantee will cause a North Carolina licensed Professional Land Surveyor to perform a boundary survey to ascertain the legal boundaries of each Designated Property.

5.5. Appraisals. Grantee will cause a North Carolina licensed appraiser to perform an appraisal of each Designated Property to establish the current fair market value. This appraisal will serve as the basis for the Buyout Program's offer to applicants.

- 5.6. Title Searches; Closing. Grantee will cause a licensed professionals to perform title searches, including a title commitment and title insurance, and closings for each eligible Designated Property. The program will ensure the necessary deed restriction is properly recorded. The program will also confirm the Designated Property is vacant prior to closing, and ensure that the property is secured after closing has occurred.
- 5.7. Demolition of Structures. Each Designated Property from which a structure will be removed pursuant to the Buyout Program will be dedicated and maintained in perpetuity for a use that is compatible with open space, recreational, or floodplain and wetlands management practices. After such time that each Designated Property is conveyed to County, Grantee shall secure and demolish all existing structures located on each Designated Property and complete all work necessary to convert each Designated Property to green space.

## 6. MISCELLANEOUS PROVISIONS

- 6.1. Complaints. County may address complaints to Grantee and/or through the ReBuild NC website (<https://www.rebuild.nc.gov/>). Citizen complaints can be filed directly to Grantee and/or through the ReBuild NC website (<https://www.rebuild.nc.gov/>).
- 6.2. Benefit. This Agreement is made and entered into for the sole protection and benefit of Grantee and County, and their respective successors and assigns. Except as herein provided otherwise, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Grantee and County and their respective successors and assigns. Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other third person, other than as expressly provided in this Agreement. It is the express intention of the Parties and their respective successors and assigns that any such person or entity, other than the State, Grantee, and County, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.
- 6.3. Further Assurance. In connection with this Agreement, upon the reasonable request of Grantee, County shall execute, acknowledge and deliver or cause to be delivered all such further documents and assurances, and comply with any other requests as may be reasonably required by Grantee or otherwise appropriate to carry out and effectuate this Agreement. Grantee may require the delivery of documents in hard copy or by electronic media.
- 6.4. Independent Status of the Parties. The Parties are independent entities and neither this Agreement nor any provision of it or any of the documents or records that may or may not be made part of this Agreement shall be deemed to create a partnership or joint venture between the Parties. Further, neither the Agreement nor any of the documents or records that may or may not be made part of this Agreement shall in any way be interpreted or construed as making County, its agents or employees, agents or representatives of Grantee. Given that County is independent and apart from Grantee, and therefore acting as an “independent contractor,” County is and shall be wholly responsible for the work to be performed and for the supervision of its employees. In no event shall Grantee be liable for debts or claims accruing or arising against County. County represents that it

has, or shall secure at its own expense, all personnel required in the performance of this Agreement. Such employees shall not be employees of, nor have any individual contractual relationship with Grantee.

- 6.5. Indemnity. County agrees, to the fullest extent permitted by law, to release, defend, protect, indemnify and hold harmless Grantee and its employees and agents against claims, losses, liabilities, damages, and costs, including reasonable attorney fees, which result from or arise out of: (a) damages or injuries to persons or property caused by the negligent acts or omissions of County, its employees, or agents in use or management of the Grant; and (b) for any claims, whether brought in contract, tort, or otherwise, arising out of this Agreement, if related to County's actions or omissions. The obligations under this section are independent of all other rights or obligations set forth herein. This indemnity shall survive the disbursement of the Grant funds, as well as any termination of this Agreement.
- 6.6. Binding Effect, Contract Not Assignable by County. The terms hereof shall be binding upon and inure to the benefit of the successors, assigns, and personal representatives of the parties hereto; provided, however, that County may not assign this Agreement or any of its rights, interests, duties or obligations hereunder or any Grant Funds, program income or other moneys to be advanced hereunder in whole or in part unless expressly allowed under this Agreement, without the prior written consent of Grantee, which may be withheld for any reason and that any such assignment (whether voluntary or by operation of law) without said consent shall be void.
- 6.7. Successor in Interest and Assignment by Grantee. This Agreement shall be transferred from Grantee to any successor in interest designated by the US Department of Housing and Urban Development as Grantee for the CDBG-MIT program for the State of North Carolina immediately upon that designation.
- 6.8. Savings Clause. Invalidation of any one or more of the provisions of this Agreement, or portion thereof, shall in no way affect any of the other provisions hereof and portions thereof which shall remain in full force and effect.
- 6.9. Additional Remedies. Except as otherwise specifically set forth herein, the rights and remedies provided hereunder shall be in addition to, and not in lieu of, all other rights and remedies available in connection with this Agreement.
- 6.10. Survival. Where any representations, warranties, covenants, indemnities or other provisions contained in this Agreement by its context or otherwise, evidences the intent of the parties that such provisions should survive the termination of this Agreement or closeout of the Agreement, the provisions shall survive any termination or Closeout.
- 6.11. Headings. The headings of the various sections of this Agreement have been inserted for convenience only and shall not modify, define, limit or expand the express provisions of this Agreement.
- 6.12. Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof. All recitals, exhibits, schedules and other attachments hereto are incorporated herein by reference.

6.13. Counterpart. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which, taken together, shall constitute one and the same agreement. Execution by facsimile, by scanned attachments, or by electronic signature (including, but not limited to DocuSign) has the same force and effect as a wet signature. An executed copy of this Agreement delivered by facsimile, e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

*[signature page follows]*

SAMPLE

IN WITNESS WHEREOF, the undersigned, as authorized officials on behalf of the Parties have executed this Agreement, which shall be effective as of the date first stated above.

**GRANTEE**

NORTH CAROLINA OFFICE OF RECOVERY AND RESILIENCY,  
a division of the North Carolina Department of Public Safety,  
an agency of the state of North Carolina

By: \_\_\_\_\_

Laura Hogshead, Director

Date: \_\_\_\_\_

**SUBRECIPIENT**

COUNTY OF, NORTH CAROLINA  
a body politic and corporate

By: \_\_\_\_\_

[Name, Title]

Date: \_\_\_\_\_

APPENDIX A  
Disaster Risk Reduction Area

SAMPLE



JOE BELL LN

PAPPY LN

LAURA LN

MIDGETT DR

SECURITY ST

0.91 mi





0.93 mi

1537

1462





*Grant Application - NC DEQ Electric Vehicle Charging Stations*

**Description**

As part of Phase 2 of the NC Volkswagen Settlement Mitigation Program, funding is available for publicly accessible Level 2 charging stations for electric vehicles on government owned property. For each port, NC DEQ will provide a rebate of \$5,000. A maximum of \$25,000 can be issued per applicant. Once a project is completed and reimbursed, additional applications can be submitted. The School Board is a separate entity and can submit an application for up to \$25,000 at their facilities. After rebate, expected cost per port is \$1,000. Dare County can set a fee for use of the charging station. The following are possible locations for charging stations: Dare Administration Building, Dare County Youth Center, Fessenden Center, and the Frisco Satellite Office.

**Board Action Requested**

Authorize submission of grant application for prioritized locations

**Item Presenter**

Barton Grover, Grants & Waterways Administrator



*Kitty Hawk EMS Station*

**Description**

Kitty Hawk has proposed to transfer title of a parcel(s) directly north of 4900 N Croatan Highway to the County for construction of an EMS station to include a bay for a town fire engine.

Oakley Collier has provided a preconstruction estimate of \$5.7 million, per the 3 following pages - which is based upon the designed Southern Shores station.

The CIP contains \$6.5 million for the station with a early 2024 construction start.

**Board Action Requested**

Direction to the County Manager as to whether to proceed, contingent upon town approval.

**Item Presenter**

Bobby Outten, County Manager

Dare County  
 Kitty Hawk EMS Station  
 Oakley Collier Predesign Estimate

Square footage	7,450	
Building		
Construction & bonds		\$3,377,119
Gen conditions & CM fee	13.50%	722,841
Construction contingency	3.00%	101,314
Precon contingency	5.00%	166,525
Escalation	5.00%	166,525
Subtotal construction		<u>\$4,534,324</u>
Design fees	8.00%	475,000
Other		
Inspections & testing		50,000
Surveys & geotechnical		27,339
Insurance & bonds	2.25%	120,474
FF&E	2.75%	147,245
		<u>345,058</u>
Oakley Collier preconstruction		<u>5,354,382</u>
Owner's costs		25,000
Owner's contingency	5.00%	267,719
		<u>\$5,647,101</u>
Amount in CIP for early 2024 construction		<u><u>\$6,500,000</u></u>

# DARE COUNTY EMS STATION No. 9



UPDATED: 11/14/2022

	Station #9 - Kitty Hawk	
	Site Prep 2 lots and construct 7450 sf new facility	
Dare County SF	7,450	
Demo Existing Building Cost		
Building Cost(Renovations and New Construction)		\$ 2,780,492
Sitework Cost		\$ 550,000
<b>Subtotal Subcontract Costs</b>		<b>\$ 3,330,492</b>
Subguard Bonding	1.40%	\$ 46,627
<b>Subcontract Costs with Bonds</b>		<b>\$ 3,377,119</b>
Construction Contingency	3.00%	\$ 101,314
Precon Contingency	5.00%	\$ 166,525
Design Fees	8.00%	\$ 475,000
Surveying & Geotechnical Investigation	0.75%	\$ 27,339
Special Inspections		\$ 50,000
Escalation	5.00%	\$ 166,525
<b>Cost of Work Subtotal</b>		<b>\$ 4,363,821</b>
General Conditions and Fees(Includes CM Fee)	13.50%	\$ 722,841
Insurance and Bonds	2.25%	\$ 120,474
FFE (Furniture, Fixtures & Equipment)	2.75%	\$ 147,245
<b>Construction Budget Estimate</b>	<b>\$ 544.86</b>	<b>\$ 5,354,381</b>




**OCA**

CONCEPT PLAN  
**EMS STATION 9**  
 KITTY HAWK, NC

**SITE PLAN**

1" = 30'-0"

SHEET #: PR1  
 DATE: 08-16-22





*Consent Agenda*

**Description**

1. Approval of Minutes
2. Tax Collector's Report
3. Sanitation Fund - Capital Outlay Budget Amendment

**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

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## MINUTES

### DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

**9:00 a.m., November 7, 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 Anby

**A full and complete account of the entire meeting is archived on a video that is available for viewing on the Dare County website [www.darenc.com](http://www.darenc.com).**

At 9:02 a.m. Chairman Woodard called to order the regularly scheduled meeting with appropriate prior public notice having been given. He invited Rev. David Feyrer to share a prayer, and then he led the Pledge of Allegiance to the flag.

#### **ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE**

Following is a brief outline of the items mentioned by Chairman Woodard:

- Chairman Woodard stated the most pressing issue facing Dare County was essential housing and the Board would not walk away from any difficult challenge concerning its citizens. The Board was close to a project to build 100 units on two locations with Woda Cooper. Coastal Housing would also construct on several sites throughout the county. He described the conception by a small group opposed to the projects. He reiterated the projects were not rent subsidized or Section 8 and would be for the county’s workforce. Industry leaders in the county had estimated that Dare needed a minimum of 2,500 units. He projected a picture of a proposed project and provided argument against the many opinions opposing construction of the housing. He emphasized builders must comply with all the same construction standards as market rate projects and there were higher restrictions due to the contribution of public funds. He stated inclusive communities provided opportunities for all and those in opposition of the projects needed to take the time to get the facts. He stated the Board was willing to hold a town hall meeting to dispel and address untruths and hear citizens’ concerns. He urged citizens to send the right message in support of essential housing. The Board unanimously supported his comments and Commissioner Ross added the county had secured the funding and aligned partners with plans to move forward on essential housing projects. He stated it

was an historic opportunity for the county to partner with the towns to get it done. Commissioner House added the Outer Banks was a community which strived and prided itself on helping their fellow neighbor. It was time to give and provide workforce and essential housing here in the county.

- Chairman Woodard presented Ray White with the prestigious Order of the Long Leaf Pine award. He stated Mr. White had faithfully volunteered to help his community for nearly fifty years. He served on the ABC Board for 49 years and had spent much of that time as chairman. He served as director of the Outer Banks Community Foundation for sixteen years. This organization had distributed over \$12 million in grants and disaster relief funding to the local community.

**ITEM 2 – EMPLOYEE OF THE MONTH – November, 2022**

The recipient was unavailable at this time and would be recognized in December.

**ITEM 3 – RESOLUTION SHOWING APPRECIATION AND SUPPORT FOR DARE COUNTY ELECTIONS STAFF AND PRECINCT WORKERS (Att. #1)**

Chairman Woodard introduced a resolution to recognize the hard work of elections staff and precinct workers. He stated they allowed us to exercise our right to vote.

**MOTION**

Chairman Woodard motioned to adopt the resolution.

Commissioner House seconded the motion.

VOTE: AYES unanimous

**ITEM 4 – PUBLIC COMMENTS**

At 9:50 a.m. the Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center in Buxton. Following is a summary of remarks in Manteo:

1. David Bragg disagreed with the Board’s desire to build what he referred to as low-income housing in Nags Head. He proposed the Manteo parcel located at 803 Bernice Avenue was a more suitable 5.7-acre location for housing than the 4.3 acres in Nags Head, as it was less expensive. He stated low income people should take actions such as obtaining second and third jobs to be able to afford housing. He suggested public transportation options be provided.
2. Trish Midgett, a longtime realtor, told the Board she wanted to relay the desperate messages she was receiving from homeowners regarding beach nourishment in Rodanthe. She stated the county had never proposed beach nourishment in the area and the Park Service had no opposition to it. She requested a task force be formed to work towards beach nourishment for the homes in danger.
3. John Head thanked the Planning Board for their recent assistance with an endangered home. He stated it was time to readdress the work towards long-term solutions to protect the homes and beaches on Hatteras Island. He felt it was an overreach of the Park Service to claim ownership beyond the mean high tide and requiring owners to get permits to move homes.

With no comments from Buxton, the County Manager closed Public Comments at 10:00 a.m.

**ITEM 5 – PUBLIC HEARING – ZONING AMENDMENT TO R-2B TO ALLOW FOR PET CREMATORIALS AS AN ACCESSORY USE TO PET GROOMING AND KENNEL FACILITIES (Att. #2)**

At 10:01 a.m. the Board held a Public Hearing to receive input concerning this item. No one responded to the invitation and the County Manager closed the Public Hearing at 10:01 a.m.

Noah Gillam explained Pam Anderson, owner and operator of a pet grooming and kennel facility located at 208 Williams Drive in Colington, had submitted a zoning text amendment request to allow pet crematoriums to the list of uses in areas zoned R-2B. The Planning Board agreed the proposed amendment should be an accessory use with conditions added to require permits if the State began regulation of pet crematoriums. A finding of consistency and reasonableness was included with the report.

**MOTION**

Commissioner Tobin motioned that the draft amendment to the R-2B zoning district, Section 22-22.2 of the Dare County Zoning Ordinance be adopted as drafted with a statement of consistency and reasonableness as prepared by staff to be adopted as part of the motion. Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

Chairman Woodard added he had visited the site. The applicant was complying with all conditions and the neighbors were in full agreement.

**ITEM 6 – DARE COUNTY FERAL CAT UPDATE**

Bill Coleman, Executive Director of the Dare County Animal Shelter, provided the Board with an update. He reported 135 cats had been altered since the program began in early September. Approximately 14% of the \$60,000 budget had been spent. They had partnered with Feline Hope, Friends of Felines in Hatteras Island and other organizations to assist with the project and named several of the areas feral cats had been altered. He identified a challenge in Kill Devil Hills, where they had their own animal control unit. When a Kill Devil Hills altered cat was brought to the SPCA, they could not return it to them and it had to be euthanized. He noted as a result they had stopped the program in Kill Devil Hills, as it was a waste of funds. Mr. Coleman indicated he would provide another update as appropriate.

**ITEM 7 – OBX JEEP INVASION**

Commissioner House explained the non-profit typically organizing the Jeep Invasion had pulled out unexpectedly. Jeepers started up their own non-profit with 796 registered Jeep owners participating on October 7-9, 2022. With 38 vendors and 45 sponsors, the group held the event in Nags Head. There was also a Jeep crawl in Kitty Hawk. The event provided the OBX Food Pantry with 2,500 pounds of food. Commissioner Steve House presented a \$6,000 check to Wounded Warriors in Action Foundation. A check in the amount of \$35,000 was also presented to the Dare County Special Olympics. Commissioner House stated the non-profit group would host their next event on May 12 – 14, 2023.

**ITEM 8 – DARE COUNTY TOURISM BOARD REQUEST CONSENT EXPENDITURE FROM RESTRICTED FUND LINE ITEM 4999: TOURISM IMPACT GRANT**

Lee Nettles and Tim Cafferty presented the Tourism Impact Grants, which encompassed eight projects (Frisco-Buxton pathway, Ocean Crest bicycle and pedestrian improvements,

Wright Brothers Memorial sidewalk, Whalebone Park restrooms, rebuilding the signal tower in Hatteras, Cape Hatteras Lighthouse Pathway, Walking Path on east side of Highway 12 and a handicapped access ramp at 96A Ocean Boulevard) and totaled collectively \$908, 595.

**MOTION**

Vice-Chairman Overman motioned to consent to the expenditure from Restriction Fund Line Item 4999 for Tourism Impact Grant.

Commissioners House and Bateman seconded the motion.

VOTE: AYES unanimous

**ITEM 9 - GRANT APPLICATION – STUMPY POINT DREDGED MATERIAL DISPOSAL SITE MODIFICATIONS (Att. #3)**

Barton Grover, Grants & Waterways Administrator, described the grant application to fund the disposal sites and associated costs for dredging the emergency ferry route channel. The disposal site berm would need to be elevated an estimated five feet. Dare was responsible for \$208,750 of the cost, while they sought financial assistance from the State in the amount of \$626,250 (or 75% of the project cost, whichever was the lesser amount). Future projects which would utilize the balance would include a new disposal site for Wanchese dredging events.

**MOTION**

Commissioner Tobin motioned to authorize the DEQ Shallow Draft Application and adopt the resolution.

Commissioners Couch and Ross seconded the motion.

VOTE: AYES unanimous

**ITEM 10 – COASTAL STORM DAMAGE MITIGATION GRANTS (Att. #4, 5 & 6)**

The County had been awarded three grants for costs associated with “mitigating or remediating coastal storm damage” from the North Carolina Department of Environmental Quality. Resolutions were presented for Multi-Town Beach Nourishment, Avon Village and Buxton Village projects.

**MOTION**

Commissioner Couch motioned to adopt the resolutions for Multi-Town, Avon and Buxton.

Commissioner House seconded the motion.

VOTE: AYES unanimous

**ITEM 11 – DARE COUNTY COMPENSATION & CLASSIFICATION STUDY**

At a Special Meeting held on October 27,2022, the Board had received the recommendations and conclusions from the Compensation and Classification Study completed by Evergreen Solutions, LLC. Mr. Outten asked if the Board had any other questions and how they wanted to proceed. \$562,242 would come from seven fund balance accounts presented (General, C&D, Sanitation, Water, Insurance, Fleet Maintenance and DCAA). \$2,323,078 would become the first priority from budget years to follow.

**MOTION**

Commissioner House motioned to authorize the implementation of the classification study with budget amendments for \$562,242 from seven funds on January 1, 2023 and the commitment of \$2,323,078 for future budgets.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

Chairman Woodard discussed the consultants' suggestion to look at some other issues and he hoped the Board would be agreeable to do so in the future. Mr. Outten noted the plan would be to have a budget workshop to address and prioritize those future items.

### **ITEM 12– CONSENT AGENDA**

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

#### **MOTION**

Commissioner Couch motioned to approve the Consent Agenda:

- 1) Approval of Minutes (10.05.22) and (10.27.22) **(Att. #7 and #8)**
- 2) Tax Collector's Report
- 3) Authorization to Present Service Weapon to Retiring Deputy Sheriff
- 4) Amend Existing Carolina Complete Health Network Managed Care Contract
- 5) Late Applications for Property Tax Exemption – 2022
- 6) Schedule of Meeting Dates for 2023 **(Att. #9)**
- 7) NC Resilient Coastal Communities Program Grant **(Att. #10)**
- 8) Golden LEAF Grant – Roanoke Island Drainage Improvements
- 9) Flood Mitigation Assistance Grant RFQ

Vice-Chairman Overman seconded the motion.

### **ITEM 13 – BOARD APPOINTMENTS**

#### 1) Veterans Advisory Council

Vice-Chairman Overman motioned to appoint Anthony Imperiale.

Commissioner Couch seconded the motion.

VOTE: AYES unanimous

#### 2) Board of Equalization and Review

Commissioner House motioned to reappoint Nelson "Skip" Jones, Jonathan Waddill, Jeffrey Scott, Terry Gore and Charles Evans

Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

#### 3) Special Motor Vehicle Valuation Review Board

Commissioner Ross motioned to reappoint Danny Couch, Dock Sawyer and David Light.

Commissioner House seconded the motion.

VOTE: AYES unanimous

#### 4) Dare County Tourism Board

##### Outer Banks Chamber of Commerce

County Manager presented the Chamber's recommended representatives as Richard Hess or Myra Ladd Bone. Chairman Woodard asked that the Chamber provide explanation as to why Bambos Charalambous was not recommended for reappointment along with a third candidate. No action taken by the Board.

##### Outer Banks Hotel/Motel Association

Vice-Chairman Overman motioned to appoint Tonia Cohen.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous.

Town of Duck

Commissioner Bateman motioned to reappoint Monica Thibodeau.

Commissioner House seconded the motion.

VOTE: AYES unanimous.

Town of Southern Shores

Vice-Chairman Overman motioned to reappoint Leo L. Holland for another term.

Commissioner House seconded the motion.

VOTE: AYES unanimous

Town of Manteo

Commissioner Bateman motioned to appoint Tod Clissold to represent Manteo

Commissioner Couch seconded the motion.

VOTE: AYES unanimous

Hatteras Island Member at Large

Commissioner Couch motioned to reappoint Dennis Robinson to represent Hatteras.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

5) Older Adult Services Advisory Council

Commissioner Ross motioned to reappoint Mary Pendill and appoint Emily Gould.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

6) Virginia S. Tillett Community Center Advisory Board

Vice-Chairman Overman motioned to appoint Jennifer Phillips to complete the term of Samantha Lock.

Commissioner Ross seconded the motion.

VOTE: AYES unanimous

7) Dare County Transportation Advisory Board

Commissioner House motioned to appoint Tiffanie Herring to complete the term of Stephanie Webb.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

8) Upcoming Board Appointments

The upcoming Board appointments for January, 2023 were announced.

**ITEM 13 – COMMISSIONERS’ BUSINESS & MANAGER’S/ATTORNEY’S BUSINESS**

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

**Commissioner Ross**

- The Audit Committee had met on October 27 with no reported items of concern. He thanked Dave Clawson, Sally DeFosse and the finance department for their fine job.
- He thanked Barton Grover and Dustin Peele for their efforts in securing the grants.
- The Virginia S. Tillett Center had been awarded a 5-year certification of excellence for North Carolina. It was their third consecutive year receiving the award.

- Reminded everyone there would be a Veterans' Day celebration on November 16 at the Virginia Tillett Center.
- Gentle Expert Memorycare would have a candlelight ceremony on November 13 at St. Andrews to recognize those caring for loved ones with Alzheimer's.

### **Commissioner House**

- Submitted a letter addressed to the NC Dept. of Environmental Quality and NC Division of Marine Fisheries regarding the reopening of the herring season

#### **MOTION**

Vice-Chairman Overman motioned agreement to send the letter.

Commissioner Bateman seconded the motion

VOTE: Ayes unanimous

- He provided updates on fishery issues regarding classification of shellfish growing waters and an amendment to use of fin fish as cut bait.
- Remembered the day-in-history: On November 7, 1944, Franklin D. Roosevelt was elected to his fourth term as president.

### **Vice-Chairman Overman**

- On October 12<sup>th</sup> he had attended the Waters Summit in Wilmington with good general discussion of water related issues in Eastern North Carolina.
- He had had attended the christening of Miss Katie on October 13.
- Dare had hosted a visit from the NC Attorney General Josh Stein on October 20 for a discussion of how Dare was utilizing the first round of opioid settlement funds.
- The IEI Summit in Greenville on October 25<sup>th</sup> had included discussions about education expansion in Eastern North Carolina to improve opportunities.
- Division of Marine Fisheries held a meeting here on October 18 and discussed with charter captains the closure of the rock fish season.
- On November 3<sup>rd</sup> North Carolina Council of Churches had met at St. Andrews and provided some faith-based training regarding substance abuse.

**Commissioner Bateman** had no new business to present.

### **Commissioner Couch**

- Avon Channel leading out to Cape Channel was going to need some attention.
- Identified an area in Hatteras that desperately needed some beach nourishment, with some power poles close in the water. The kite point area often had 100-150 cars a day there during the summer with kayakers, small boats, etc.
- Veterans Day celebration at Cape Hatteras would be on November 9, weather permitting.

### **Commissioner Tobin**

- The christening of Miss Katie was a nice ceremony. The vessel was built under budget, was now fully operational and dredging consistently. There was an issue due to the alternate channel material, which is sand and silt. The Merritt was expected to come and dredge the new channel and then Miss Katie would follow through with completion.
- He had attended the Waters Summit and thanked Congressman Murphy and Representative Rouzer for a well-organized meeting.



- Congratulated County Manager Outten for being appointed chairman of the Beach, Inlets and Waterways Association.

Chairman Woodard

- Encouraged everyone to exercise their right to vote tomorrow.
- November 12 would be the 150<sup>th</sup> anniversary of the Bodie Island lighthouse.
- On November 16, he would be addressing the group at the Veteran’s Day luncheon.
- The Community Foundation would celebrate it’s 40<sup>th</sup> year of operation with over \$12 million in scholarships.
- He attended the DBRAC meeting in November. One topic was the Navy’s upgrade and replacement of old targets at a cost of \$22 million.
- At the Tourism Summit, one topic of concern was where to charge future electric vehicles.
- He reaffirmed the Board’s 100% dedication to construct essential housing and wished everyone a Happy Thanksgiving holiday.

**MANAGER’S/ATTORNEY’S BUSINESS**

Bobby Outten reminded the Board the focus of the NCBIWA was on beaches and inner coastal waterways. There were stakeholders from all parts of the state and he could bring any Board concerns before the group where issues impact Dare. He had also been reappointed to the Coastal Resources Advisory Council. They meet every quarter and broader coastal issues could be brought before that council.

Dave Clawson – Commented on the beach nourishment grants.

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 11:52 a.m., the Board of Commissioners adjourned until 9:00 a.m., December 5, 2022.

Respectfully submitted,

[SEAL]

By: \_\_\_\_\_  
Cheryl C. Anby, 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 at this meeting are on file in the office of the Clerk.



*Tax Collector's Report*

**Description**

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

**Board Action Requested**

Approved

**Item Presenter**

Becky Huff, Tax Collector

# Release Report for REAL ESTATE and PERSONAL PROPERTY

(Releases over (\$100.00) )

MONTH: OCTOBER

DATE RANGE: 10/1/2022 - 10/31/2022

SUBMITTED BY: Becky Huff

Taxpayer Name	Juris	Parcel#	Bill Year	AR	Reason	Released Value	Tax Released
LAGARDE, KONRAD C	10	025694252	2022	20	REMOVE RENTAL	-161,597.00	-1,205.52
SENTARA ALBEMARLE REGIONAL MEDICAL	08	026588777	2022	20	REVISE TO EXEMPT	-240,000.00	-1,681.20
SHEWMAKE, WILLIAM HENRY		938886000	2022	25	DUPLICATE BILL	-30,000.00	-120.15
OWEN, OCTOBER S.		962807000	2022	25	SITUS IN VA	-60,732.00	-498.36
<b>Total Tax Released:</b>							<b>-3,505.23</b>

# Refund Report for Real Estate and Personal Property

## 10/01/2022 - 10/31/2022

### Refunds over \$100

Taxpayer Name	Parcel	Bill#	Bill Yr	Refund Amt	Reason	Date
KLOSKE, CANDICE	007090000	8776	2021	\$ (404.00)	OVERPAYMENT	10/12/2022
HELMICK, JEFFREY WAYNE	001485000	2072	2022	\$ (648.45)	OVERPAYMENT	10/12/2022
OCEAN ESTATES LLC	002770000	3586	2022	\$ (1,000.00)	OVERPAYMENT	10/12/2022
OBX DESTINATIONS LLC	002770001	3587	2022	\$ (2,000.00)	OVERPAYMENT	10/12/2022
TSIPAS, GEORGE K	002828016	3689	2022	\$ (759.32)	OVERPAYMENT	10/12/2022
ALBRECHT, CHRISTOPHER	002945000	3816	2022	\$ (1,051.93)	OVERPAYMENT	10/31/2022
MARINDIN, HENRI L III	003183000	4102	2022	\$ (480.94)	OVERPAYMENT	10/31/2022
HUBBARD, DAVID M	006221000	7865	2022	\$ (441.94)	OVERPAYMENT	10/12/2022
HICKS, MORRIS WELDON III	006392000	8036	2022	\$ (554.82)	OVERPAYMENT	10/31/2022
MILWOOD HOLDING LLC	007040111	8764	2022	\$ (1,364.97)	OVERPAYMENT	10/12/2022
MARTIN, PAMELA CHISMAN TTEE	007439000	9218	2022	\$ (169.69)	OVERPAYMENT	10/12/2022
FRECH, ROBERT W	009615202	12020	2022	\$ (368.00)	OVERPAYMENT	10/12/2022
HILL, ROBERT R	009666000	12081	2022	\$ (9,689.69)	OVERPAYMENT	10/31/2022
HALLERAN, DAVID R	009779012	12249	2022	\$ (6,996.81)	OVERPAYMENT	10/12/2022
MCMAHON, MATTHEW D	009821003	12418	2022	\$ (948.06)	OVERPAYMENT	10/12/2022
LABRADUCK, LLC	009821032	12447	2022	\$ (4,922.74)	OVERPAYMENT	10/31/2022
PONTON, JAMES T JR	010221000	13236	2022	\$ (713.79)	OVERPAYMENT	10/12/2022
JONES, PATRICIA A	010501002	13712	2022	\$ (315.12)	OVERPAYMENT	10/31/2022
TEUTSCH, THORSTEN H	011125000	14347	2022	\$ (2,726.66)	OVERPAYMENT	10/31/2022
TYNER FAMILY PROPERTIES LLC	013546000	17416	2022	\$ (1,708.08)	OVERPAYMENT	10/31/2022
CRISP, JAMIE STRICKLAND	013976000	17863	2022	\$ (229.71)	OVERPAYMENT	10/31/2022
ELK OBX LLC	015029012	20066	2022	\$ (696.26)	OVERPAYMENT	10/12/2022
WHELESS, JULIAN DAVID	015174007	20336	2022	\$ (1,611.35)	OVERPAYMENT	10/31/2022
BERRY, THOMAS M	015266018	20438	2022	\$ (643.34)	OVERPAYMENT	10/31/2022
CHASE & DYLAN MIHALY LLC	017280046	22958	2022	\$ (445.66)	OVERPAYMENT	10/12/2022
VERNON, ELIZABETH JEANETTE BAUM	018392000	24842	2022	\$ (289.16)	OVERPAYMENT	10/12/2022
MOONGATE LLC	018401000	24852	2022	\$ (789.04)	OVERPAYMENT	10/31/2022
STICKLER, TIMOTHY D	020304000	27261	2022	\$ (2,392.97)	OVERPAYMENT	10/12/2022
BARTLETT, CHARLES JAMES	020951000	27957	2022	\$ (500.00)	OVERPAYMENT	10/12/2022
EDGEWATER NC LLC	021639000	28698	2022	\$ (763.24)	OVERPAYMENT	10/12/2022
JOHNSON, WILLIAM GARRETT	938341000	53891	2021	\$ (127.85)	BOAT SOLD	10/31/2022
JOHNSON, WILLIAM GARRETT	938341000	53891	2021	\$ (127.85)	BOAT SOLD	10/31/2022
DASPIT, JOHN N	935962000	51896	2022	\$ (146.18)	OVERPAYMENT	10/12/2022
MONRO INC	976700004	55924	2022	\$ (104.28)	CORRECTION TO	10/31/2022

# Refund Report for Real Estate and Personal Property

## 10/01/2022 - 10/31/2022

### Refunds over \$100

Taxpayer Name	Parcel	Bill#	Bill Yr	Refund Amt	Reason	Date
CHICAMACOMICO BANKS TRANSPORTATION INC	984945000	57782	2022	\$ (227.22)	OVERPAYMENT	10/12/2022
ST LAURENT, NORMAN B	022160000	29256	2022	\$ (176.42)	OVERPAYMENT	10/12/2022
ST LAURENT, NORMAN B	022161000	29257	2022	\$ (771.68)	OVERPAYMENT	10/12/2022
LANDRY, RENEE D	022199000	29296	2022	\$ (747.34)	OVERPAYMENT	10/31/2022
COCO'S KEY LLC	024961053	33476	2022	\$ (138.79)	PREVIOUS OWNERS PERSONAL PROPERTY	10/31/2022
COCO'S KEY LLC	024961053	33476	2022	\$ (138.79)	PREVIOUS OWNERS PERSONAL PROPERTY	10/31/2022
TRIOS FEMMES INC	025561008	34827	2022	\$ (854.73)	OVERPAYMENT	10/12/2022
AKER, JOHN D	025818024	35683	2022	\$ (3,419.34)	OVERPAYMENT	10/12/2022
CRAIGHEAD, CHARLES L	026070000	36067	2022	\$ (162.90)	OVERPAYMENT	10/12/2022
SAUNDERS, GARY SCOTT	026803000	37116	2022	\$ (112.77)	OVERPAYMENT	10/12/2022
REGN, DAVID M	027330000	37750	2022	\$ (637.63)	OVERPAYMENT	10/12/2022
BARKER, DAVID G	027566153	38338	2022	\$ (3,545.93)	OVERPAYMENT	10/12/2022
JONES, MARLENE W	027757038	38563	2022	\$ (2,924.34)	OVERPAYMENT	10/31/2022
HOOPER, MERRITT A III	027757057	38581	2022	\$ (2,000.00)	OVERPAYMENT	10/12/2022
WHITE, LINDSEY L	027839098	38873	2022	\$ (234.29)	OVERPAYMENT	10/12/2022
FOYE, DAVID M	027863117	38926	2022	\$ (981.02)	OVERPAYMENT	10/12/2022
HIGHSMITH, SHIRLEY B	029028000	40429	2022	\$ (396.48)	OVERPAYMENT	10/31/2022
DRAKE PROPERTY GROUP LLC	029887000	41836	2022	\$ (1,926.92)	OVERPAYMENT	10/12/2022
JERRY D ROSE INC	029991054	42009	2022	\$ (104.80)	OVERPAYMENT	10/12/2022
CUSE TO COAST LLC	030125000	42315	2022	\$ (1,611.43)	OVERPAYMENT	10/12/2022
FLOW OBX LLC	030619000	42705	2022	\$ (202.72)	OVERPAYMENT	10/12/2022
ROANOKE RETREAT LLC	030835029	42943	2022	\$ (2,397.65)	OVERPAYMENT	10/12/2022

**\$ (69,845.09)**



## North Carolina Vehicle Tax System

### NCVTS Pending Refund report

October 2022

Payee Name	Address 1	Address 3	Tax Jurisdiction	Change	Interest Change	Total Change
ANISKOFF, THEODORE MAXIM	74 BLISS MINE RD	NEWPORT, RI 02840	C99	(\$133.85)	\$0.00	(\$133.85)
			F51	(\$12.23)	\$0.00	(\$12.23)
			S99	(\$33.42)	\$0.00	(\$33.42)
			<b>Refund</b>			
BENDAYAN, NEIL NISSIM	PO BOX 7333	KILL DEVIL HILLS, NC 27948	C99	(\$119.86)	\$0.00	(\$119.86)
			T07	(\$95.77)	\$0.00	(\$95.77)
			<b>Refund</b>			
KARR, JEFFRY LUKE	12 SOUNDVIEW TRL	KITTY HAWK, NC 27949	C99	(\$72.54)	\$0.00	(\$72.54)
			T20	(\$35.47)	\$0.00	(\$35.47)
			T20BN	(\$7.24)	\$0.00	(\$7.24)
			<b>Refund</b>			
SIERRA, MICHAEL DEAN	109 COLLINS CT	MANTEO, NC 27954	C99	(\$96.15)	\$0.00	(\$96.15)
			T10	(\$82.95)	\$0.00	(\$82.95)
			<b>Refund</b>			
<b>Refund Total</b>						<b>\$689.48</b>



*Sanitation Fund - Capital Outlay Budget Amendment*

**Description**

Increase capital outlay funding and related debt proceeds due to a price increase for refuse trucks between the time the Purchase Order for the trucks was issued and the refuse trucks being built.

**Board Action Requested**

Approve Budget Amendment.

**Item Presenter**

None

# **DARE COUNTY**

## **BUDGET AMENDMENT**

**F/Y 2022-2023**

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department: Sanitation</u>					
<u>Revenues:</u>					
Proceeds Lease Purchases	243720	470100		21,214	
<u>Expenditures:</u>					
Capital Outlay	244720	537400		21,214	

**Explanation:**

Increase capital outlay funding and related debt proceeds associated with the purchase of three (3) front loading refuse trucks due to a price increase between the time of the Purchase Order being issued and the refuse trucks being built. The total price for the three (3) trucks will now be \$1,006,500.

**Approved by:**

Board of Commissioners: \_\_\_\_\_

Date: \_\_\_\_\_

County Manager: \_\_\_\_\_

Date: \_\_\_\_\_

*Finance only:*

Date entered: \_\_\_\_\_ Entered by: \_\_\_\_\_ Reference number: \_\_\_\_\_





*Board Appointments*

**Description**

The following Boards have appointments this month:

1. Tourism Board
2. Juvenile Crime Prevention Council
3. Planning Board
4. Upcoming Board Appointments

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager



*Dare County Tourism Board*

**Description**

There is one term expiring effective December, 2022. See attached summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

## **BOARD APPOINTMENTS**

### **TOURISM BOARD**

(Two Year Term)

#### **Outer Banks Chamber of Commerce**

**The term of Bambos Charalambous expires in December.**

**A letter from the Chamber is attached for consideration.**

**The Chamber recommends in order of preference the following for their representative:**

**Richard Hess**

**Tim Schisler**

**Myra Ladd-Bone**

Their applications follow:



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Connecting People, Business & Community

---

November 15, 2022

Cheryl Anby  
Clerk to the Board of Commissioners  
Assistant to County Manager  
P.O. Box 1000, Manteo, NC 27954

Dear Ms. Anby,

Following are the three names being submitted by the Outer Banks Chamber of Commerce for the nomination to the Outer Banks Tourism Board appointment. Our three nominees are listed below in order of preference; two of whom we have previously submitted their applications; the application for Tim Schisler is also included.

Richard Hess  
Tim Schisler  
Myra Ladd Bone

Our first choice of a representative to the OBVB is Richard Hess. Richard is long-time local realtor, active member of the community and has served as the Chair of the Outer Banks Seafood Festival for five years. His experience and dedication to the success of this event as well as the entire Outer Banks community makes him an ideal choice for this opening.

Our second choice is Tim Schisler who is a successful business owner in the community and also serves on the board of the Outer Banks Seafood Festival. Myra Ladd Bone would our third choice as she has previously served in this capacity.

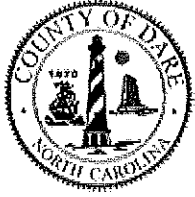
To “explain” why we are not nominating Bambos Charalambous to a second 2-year term; Bambos has held the seat for the past two years. Prior to that term he served for two 2-year terms on the OBVB as a representative from the Restaurant Association. Bambos is currently not a business member of the Chamber, rather he is an individual member not representing a business in the community. Since the person who serves on the OBVB Board for the Chamber also becomes a member of the Chamber’s Board of Directors the nominating committee voted to fill that open seat with someone who is better representative of the Chamber of Commerce and the business community.

The Chamber continues to support the work of the OBVB including the proposed and planned development of the Soundside Event site and boardwalk. In addition, the chamber continues to work with the OBVB in promoting and supporting the local hospitality industry.

Thank you for all you do for Dare County.

Regards,

Karen S. Brown, President & CEO



# 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.

## Advisory Board or Committee you are interested in:

1st Choice *	Tourism Board	▼
2nd Choice		▼
3rd Choice		▼

## Your Personal Information

Name *	Richard Hess
Address *	241 BROADBAY DR
City/State/Zip *	Kill Devil Hills NC 27948
Email *	richardhess@sunrealtync.com
Personal Phone *	Enter 9 digit number. Do not enter any spaces or special characters. (252)256-2112
Business Phone	Enter 9 digit number. Do not enter any spaces or special characters. (252)441-8011
Business Address	1500 S. Croatan Hwy
Occupation *	Real Estate Broker

**Residency \*** Are you a resident of Dare County?

YES

NO

## Your Background

\*Due to limited space, please complete in paragraph format. The text boxes are limited to 450 characters

---

**Education \*** Educational Background - please write in paragraph form, not as a list

I graduated high school from William T Sutherlin Academy and attended Averett University. I am a graduate of the NC Realtors William C Bass Leadership Academy.

**Experience \*** Business and civic experience and skills - please write in paragraph form, not as a list

I was Vice President of Sun Realty for 17 years. I am a past president of The Outer Banks Association of Realtors, a past board member of The Dare County Arts Council and The Eastern NC Red Cross. I have been a presenter at the VRMA (Vacation Rental Managers Association) national convention.

**Current Services \*** Other boards/Committees/Commissions on which you presently serve - please write in paragraph form, not as a list

I am Immediate Past Chair of The Outer Banks Chamber of Commerce and still serve on that board. I am Chair of the Outer Banks Seafood Festival Board of Directors and have been for several years.

## 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.

---

### REFERENCE #1

**Name \*** Gray Berryman

**Business \*** Carolina Designs

**Address \*** 1197 Duck Rd, Duck, NC 27949

**Phone \*** Enter 9 digit number. Do not enter any spaces or special characters.  
(252)573-9503

### REFERENCE #2

**Name \*** Myra Ladd Bone  
**Business** Atlantic Realty  
**Address** 4729 N Croatan Hwy. Kitty Hawk NC 27949  
**Phone \*** Enter 9 digit number. Do not enter any spaces or special characters.  
(252)202-5689

**REFERENCE #3**

**Name \*** Ronnie Sloan  
**Business** The Outer Banks Hospital  
**Address** 4810 S Croatan Hwy Nags Head NC  
**Phone \*** Enter 9 digit number. Do not enter any spaces or special characters.  
(252)489-9560

**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.

Sign

*Richard Hess*

**Date** Date will be captured on form submission 09/22/2022

I'm not a robot

reCAPTCHA  
Privacy - Terms

**Submit**



# 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.

## Advisory Board or Committee you are interested in:

1st Choice\*      Tourism Board

2nd Choice     

3rd Choice     

## Your Personal Information

Name\*      Timothy Schisler

Address\*      115 Gardenia Dr.

City/State/Zip\*      Powell's Point/NC/27927

Email\*      Centurlonsecty.ts@gmail.com

Personal Phone\*      Enter 9 digit number. Do not enter any spaces or special characters.  
(443)966-2129

Business Phone      Enter 9 digit number. Do not enter any spaces or special characters.

Business Address

Occupation\*      Self-employed



**Residency\***

Are you a resident of Dare County?

YES

NO

**Your Background**

\*Due to limited space, please complete in paragraph format. The text boxes are limited to 450 characters

**Education\***

Educational Background - please write in paragraph form, not as a list

I earned an AA degree from the College of the Albemarle in 2006.

**Experience\***

Business and civic experience and skills - please write in paragraph form, not as a list

I've managed several large scale manufacturing plants in Maryland, Virginia, and Delaware. Currently own and operate two service companies Big Blue Services and Centurion Security Services Inc. that provide vacation and security services to multiple communities through Dare and Currituck counties.

**Current Services\***

Other boards/Committees/Commissions on which you presently serve - please write in paragraph form, not as a list

I currently sit on the board of directors for the Seafood Festival and I am a member of the diplomat committee for the Outer Banks Chamber of Commerce.

**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.

**REFERENCE #1**

**Name\***

Robert DeFazio

**Business\***

Centurion Security Services Inc.

**Address\***

Southern Shores, NC

**Phone\***

Enter 9 digit number. Do not enter any spaces or special characters.

(252)619-0952

**Phone \*** Enter 9 digit number. Do not enter any spaces or special characters.  
(252)619-0952

**REFERENCE #2**

**Name \*** Josh Naser

**Business** Centurion Security Services Inc.

**Address** Kill Devil Hills, NC

**Phone \*** Enter 9 digit number. Do not enter any spaces or special characters.  
(252)421-0612

**REFERENCE #3**

**Name \*** Brent Hill

**Business** Jack Browns burger and beer joint

**Address** Nags Head, NC

**Phone \*** Enter 9 digit number. Do not enter any spaces or special characters.  
(540)271-4012

**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.

*Timothy Schidler*


x



**Date** Date will be captured on form submission

Verification expired. Check the checkbox again.

I'm not a robot



reCAPTCHA  
Privacy - Terms

**Submit**



# 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.

## Advisory Board or Committee you are interested in:

1st Choice *	<input type="text" value="Tourism Board"/>
2nd Choice	<input type="text"/>
3rd Choice	<input type="text"/>

## Your Personal Information

Name *	<input type="text" value="Myra S. Add-Bone"/>
Address *	<input type="text" value="3053 Creek Rd."/>
City/State/Zip *	<input type="text" value="Kitty Hawk, NC 27949"/>
Email *	<input type="text" value="myra@atlanticrealty-nc.com"/>
Personal Phone *	Enter 9 digit number. Do not enter any spaces or special characters. <input type="text" value="252 202 5689"/>
Business Phone	Enter 9 digit number. Do not enter any spaces or special characters. <input type="text" value="252 449 5360"/>
Business Address	<input type="text" value="4729 N. Croatan Hwy Kitty Hawk, NC 27949"/>
Occupation *	<input type="text" value="Real Estate Broker"/>

Residency \*

Are you a resident of Dare County?

YES  
 NO

## Your Background

\*Due to limited space, please complete in paragraph format. The text boxes are limited to 450 characters

Education \*

Educational Background - please write in paragraph form, not as a list

I graduated from Highland Springs High School in Richmond, Va and then earned a BS in elementary education from Old Dominion University.

Experience \*

Business and civic experience and skills - please write in paragraph form, not as a list

I taught school in Suffolk, Va and then Dare County before starting Atlantic Realty. I have served on the CRC, Chamber, Tourism Bd, Post Colony Bd, Towne Bank Bd, OB Hospital Board

Current Services \*

Other boards/Committees/Commissions on which you presently serve - please write in paragraph form, not as a list

I am currently the chair of the Outer Banks Chamber of Commerce, Board Member of the OB Hospital, Board Member Towne Bank

## 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.

### REFERENCE #1

Name \*

Jeff Dowdy

Business \*

Dowdy and Osborne

Address \*

103 Woodhill Dr #B Hargett, NC 27958

Phone \*

Enter 9 digit number. Do not enter any spaces or special characters.

252 449 4404

### REFERENCE #2

Name\*

Taylor Suggs

Business

Loune Bank

Address

2 Juniper Trail Southern Shores, NC 27949

Phone\*

Enter 9 digit number. Do not enter any spaces or special characters.

252 255-4500

**REFERENCE #3**

Name\*

Richard W. Burr

Business

Southeastern Fuls

Address

310 Waterlily Rd. Coirjock, NC 27923

Phone\*

Enter 9 digit number. Do not enter any spaces or special characters.

252 453 3100

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.

Richard W. Burr

Date

Date will be captured on form submission

**Submit**

**DARE COUNTY TOURISM BOARD**

(Two Year Term)

Effective January 1, 1992

**The Tourism Board promotes travel to and tourism in Dare County and it's municipalities. Their objective is to promote and encourage tourism in Dare County with the aim of increasing visitation and revenue.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
<b>Bambos Charalambous</b> 241 Broadbay Drive Kill Devil Hills, NC 27948 252-256-2112(C) <a href="mailto:richardhess@sunrealtync.com">richardhess@sunrealtync.com</a> <b>Outer Banks Chamber of Commerce</b>	12/22	Apptd. 01-21
Mark Ballog 2625 S. Bridge Lane Nags Head, NC 27948 252-573-9756(C) 252-255-5825(O) <a href="mailto:markballog@aol.com">markballog@aol.com</a> <b>DC Restaurant Assoc.</b>	12-23	Apptd. 12-21
Tonia Cohen 213 Soundview Drive Kill Devil Hills, NC 27948 252-423-0019 (C) <a href="mailto:tonia.cohen@ramadaplazaobx.com">tonia.cohen@ramadaplazaobx.com</a> <b>OB Hotel/Motel Assoc.</b>	12-24	Apptd. 11/22
Gray Berryman 37 Skyline Road Southern Shores, NC 27949 <a href="mailto:Gray@GrayBerryman.com">Gray@GrayBerryman.com</a> 252.573.9503 <b>OB Assoc. of Realtors</b>	12-23	Apptd. 12/21
Monica Thibodeau 126 Sea Hawk Dr., W. Duck, NC 27949 252-207-7739(H) 252-255-6200(O) <a href="mailto:Monica.thibodeau@carolinadesigns.com">Monica.thibodeau@carolinadesigns.com</a> <b>Town of Duck</b>	12-24	Apptd. 12/20 Reapptd. 11/22
Leo L. Holland 23 Spindrift Trail Southern Shores, NC 27949 252-255-5780(H) 252-256-2488(C) <a href="mailto:Lholland23@embarqmail.com">Lholland23@embarqmail.com</a> <b>Town of Southern Shores</b>	12-24	Apptd. 1/20 to fill term Reapptd. 12/20, 11/22
David Hines 306 First Flight Run Kitty Hawk, NC 27949 <a href="mailto:Daviddcoastalncobx.com">Daviddcoastalncobx.com</a> 252-573-9547 (O) <b>Town of Kitty Hawk</b>	12-23	Apptd. 10/21

Ivy Ingram 12-23 Apptd. 12/21  
1002 Swan Street  
Kill Devil Hills, NC 27948  
[ivyraying@gmail.com](mailto:ivyraying@gmail.com)  
252-256-0423(H)

**Town of Kill Devil Hills**

Michael Siers 12-23 Apptd. 12/21  
4638 S Blue Marlin Way  
Nags Head, NC 27959  
252.489.3861  
[mike.siers@nagsheadnc.gov](mailto:mike.siers@nagsheadnc.gov)

**Town of Nags Head**

Tod Clissold 12-24 Apptd. 11/22  
221 Compton Street  
Manteo, NC 27954  
252-305-4963 (H)  
[tod.clissold@gmail.com](mailto:tod.clissold@gmail.com)

**Town of Manteo**

Ervin Bateman 12-23 Apptd. 1/20  
4148 Poor Ridge Road Reapptd. 10/21  
Kitty Hawk, NC 27949  
252-216-1526 (C)  
[Ervin.bateman@darenc.com](mailto:Ervin.bateman@darenc.com)

**DC Commissioner**

Dennis Robinson 12-24 Apptd. 10/21  
58578 NC Hwy 12/Box 62 (to fill term)  
Hatteras, NC 27943 Reapptd. 11/22  
252-986-6335 (O)  
[dennizr@midgettrealty.com](mailto:dennizr@midgettrealty.com)

**Hatteras Island/ Member at Large**

Timothy M. Cafferty 12-23 Apptd. 1/20  
4628 Seascape Drive Reapptd. 10/21  
Kitty Hawk, NC 27949  
252-202-9801 (H) 252-255-1220 (C)  
[tim@outerbanksblue.com](mailto:tim@outerbanksblue.com)

**Member at Large**

**NOTES:**

**MEETING INFO:** 3<sup>rd</sup> Thursday of each month, 9:00 a.m., 1 Visitors Center Circle, Manteo, NC

**CONTACT INFO:** Lee Nettles, Director, Outer Banks Visitors Center

**MEMBERS COMPENSATED:** \$125 per meeting-Steering Committee Members, \$100 per meeting-  
other members

**TERM LIMITS:** Members may only serve 2 consecutive 2-year terms  
Some members were appointed for one year in order to stagger the terms (1992)

Luther Daniels was apptd. 1/92 and resigned 5/92. Gus Granitzki was appointed to fill term.  
Stuart Bell replaced RV Owens III 11/92; Terrence Gray replaced Cecil Williams 11/92.  
Geneva Perry apptd. to fill term of Ozzie Gray 7/93; Don Bryan replaced Geneva Perry 11/93.  
Carl Parrott replaced Paul Pruitt, Lacy McNeil replaced Terence Gray and Renee Cahoon replaced Don  
Bryan for Nags Head rep. 12/93. Geneva H. Perry apptd. to fill term of Robert Williams 11/94.  
Myra Ladd replaced Stuart Bell as Ch. of Commerce rep. and Kern Pitts apptd. 12/94.  
Seat was left vacant by death of Wayne Gersen and Terry Gray apptd. to fill term of the late Lacy McNeil.

Appt. for Town of Manteo was tabled 12/94. Edward Greene replaced Gus Granitzki 1/95; Dick Woods appointed to fill term of Kern Pitts 3/95. John Woolard replaced Mike Kelly; John Stubbings replaced Robert Middlebrooks & Stuart Bell replaced Don Bryan 12/95. Jimmy Hanks appointed to fill term of Terry Gray 1/96; Cliff Blakely replaced Warren Judge, Lee Tugwell replaced Edward Green, Tim Shearin replaced Mollie Fearing 1/97 & John Robert Hooper replaced Tim Midgett 1/97. Warren Judge replaced John Woolard 1/98; David L. Perrot replaced John Stubbings 1/98. Ken Hollowell replaced Carl Parrott 1/98; Sherry Rollason replaced Jimmy Hanks 1/98. George Farah III replaced Renee Cahoon and Stan White replaced Geneva Perry 1/98. Sterling Webster replaced Myra Ladd, Paul Sutherland replaced Dick Wood and Dawn Enochs replaced Tim Shearin 12/98. Tim Cafferty replaced David Parrott 12/99; Christine Nunemaker replaced Stuart Bell 12/99. Raju Uppalapati replaced Sterling Webster, Jeff Tack replaced Cliff Blakeley 12/00. Tim Midgett replaced John Robert Hooper, Tim Shearin replaced Dawn Enochs and Curtis Creech replaced Lee Tugwell 12/00; Bob Woodard replaced Sherry Rollason; Anna Sadler replaced George Farah III, John Robert Hooper replaced Stan White, Dawn Enoch replaced Christine Nunemaker and Doug Seay replaced Ken Hollowell 12/01; Sammy Moore replaced Warren Judge 2/02; Dellerva Collins appointed to fill term of Curtis Creech 6/02 Eugene Kennedy replaced Paul Sutherland 12/02; Neil Morrison replaced Tim Shearin 12/02. Barbara Connery replaced Tim Cafferty 12/03; Sherry Rollason replaced Bob Woodard & Bob Woodard replaced Dawn Enochs 12/03; Hal Denny filled term of Gene Kennedy 1/04. Lisa Cafferty replaced Raju Uppalapati 12/04; Michelle Pharr replaced Jeff Tack 12/04. Mike Johnson filled term of John Robert Hooper 1/05; Scott Leggat replaced Tim Midgett 1/05. Ervin Bateman replaced Doug Seay 12/05. Ben Sproul replaced Sammy Moore, Chuck Ball replaced Sherry Rollason, Renee Cahoon replaced Anna Sadler 1/06; David Farrow filled term of Dell Collins and Dan Shields apptd. to fill term of Hal Denny 1/06; Tim Shearin replaced Bob Woodard 2/06. Paul Buske apptd. to fill term of Chuck Ball 2/07; Jackie Myers replaced Barbara Connery 1/08. Ralph Buxton replaced Lisa Cafferty, Brian McDonald replaced Dan Shields & Allen Burrus replaced Scott Leggat 12/08; Sterling Webster replaced Michelle Pharr and Dave Wessel replaced Nancy Caviness 1/09; Paul Charron replaced Ben Sproul, Gary Perry replaced Ervin Bateman and Wayne Gray replaced Renee Cahoon 12/09, Mr. Gray declined appointment, Anna Sadler apptd. 1/10; Jack Shea replaced Mike Johnson 12/09; Scott Leggat replaced Tim Shearin 12/09; Monica Thibodeau apptd. to fill term of Dave Wessel & Jamie Daniels apptd. to fill term of David Farrow 1/10; Jodi Hess replaced Brian McDonald 1/11; Robert L. Woodard filled term of Paul Buske 4/11; Donnie King replaced Paul Charron 12/11; Tim Cafferty replaced Jackie Myers 12/11. Ernie Foster replaced Scott Leggat 12/11; Dorie Fuller replaced Ralph Buxton 12/12; Brent Sorensen replaced Sterling Webster 12/12; Natalie Kavanagh replaced Allen Burrus 12/12; Sheila Davies filled term of Robert Woodard 1/13. Ervin Bateman replaced Gary Perry 12/13; Susie Walters replaced Anna Sadler 12/13. Virginia Tillett replaced Jack Shea 12/13; Tonia Cohen filled term of Brent Sorensen 5/14. Nancy Caviness replaced Monica Thibodeau, 12/14; Leo Holland replaced Jodi Hess, Martha Wickre replaced Jamie Daniels and Wally Overman apptd. to fill term of Virginia Tillett 12/14. Bambos Charalambous replaced Donnie King, Stuart Pack replaced Tim Cafferty, Mike Hogan replaced Sheila Davies 12/15 & George Banks III replaced Ernie Foster 12/15; Myra Ladd-Bone replaced Dorie Fuller & Pat Weston replaced Natalie Kavanagh 12/16; Craig Garriss replaced Ervin Bateman 1/18; Christopher Nason filled term of Leo Holland 1/18; William "David" Pergerson replaced Stuart Pack, Webb Fuller replaced Susie Walters, Bobby Owens filled term of Martha Wickre & Jeff Pruitt replaced Craig Garriss who declined appointment 1/18; Chuck Burdick replaced Nancy Caviness and Jamie Chisholm replaced Tonia Cohen 1/19; Karen Loopman-Davis replaced Bambos Charalambous, Douglas R. Brindley replaced William Pergerson & Ervin Bateman replaced Wally Overman 1/20, Timmy M. Cafferty replaced George Banks, III; Leo Holland filled term of Christopher Nason & Ivy Ingram replaced Mike Hogan, 1/20; Bambos Charalambous replaced Myra Ladd-Bone, Monica Thibodeau replaced Chuck Burdick & Donna Peele replaced Pat Weston, 12/20. David Hines apptd. for Kitty Hawk, Dennis Robinson apptd. to serve remaining term of Donna Peele (Hatteras) until 12/22, Ervin Bateman reapptd. for another term and Timothy M. Cafferty reapptd. for another term as member at large. 12/6/21 appts: Mark Ballog for Restaurant Assoc., Gray Berryman for OB Assoc. of Realtors, Ivy Ingram for Kill Devil Hills and Michael Siers for Nags Head. 11/22 appts: Tonia Cohen replaced Jamie Chisholm, Monica Thibodeau and Leo L. Holland reappointed., Tod Clissold replaced Bobby Owens, and Dennis Robinson reappointed.

**REVISED 11/22**





*Juvenile Crime Prevention Council*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

**JUVENILE CRIME PREVENTION COUNCIL**

**(Two Year Term)**

As outlined and funded by the Juvenile Justice Reform Act of 1998, the Juvenile Crime Prevention Council assumes responsibility for assessing needs, funding community-based alternatives for troubled youth who enter the courts, and supporting prevention programs.

**The Council recommends Maddox A. Cromwell to fill their student vacancy.**

**Heather Chavez has resigned her position.**

**The Council recommends Stephanie Baker be approved to complete her term.**

(Applications follow)

**Other Members: See attached list**

**JUVENILE CRIME PREVENTION COUNCIL**

(Two Year Term)

**As outlined and funded by the Juvenile Justice Reform Act of 1998,  
the Juvenile Crime Prevention Council assumes responsibility for assessing  
needs, funding community-based alternatives for troubled youth who enter  
the courts, and supporting prevention programs.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Robert Trivette P.O. Box 888 Kitty Hawk, NC 27949 261-9727 (H), 305-3739 (W) (District Court Judge/Co. Comm. Appt.)	6/23	Apptd. 1/12 Reapptd. 6/13,15,17,19, 21
Matt McGough 109 Veterans Drive Kill Devil Hills, NC 27948 252-489-5874 (School Supt. or designee)	6/23	Apptd. 10/21
Vance Haskett P.O. Box 246 Manteo, NC 27954 252-473-2069 (Police Chief)	6/23	Apptd. 1/08 Reapptd. 7/09,11,13,15, 17, 19, 21
Gail Hutchison 6115 Hwy 64 Manns Harbor, NC 27953 252-216-8337 (Local Sheriff or designee)	6/23	Apptd. 6/13 Reapptd. 6/15,17,19,21
Amber Younce 205 E. Archdale Street Kill Devil Hills, NC 27849 252-475-5267 (Asst. Dist. Atty. or designee)	6/23	Apptd. 3/22 to complete term
Edward Hall, Jr. Chief Court Counselor, District 1 1305 McPherson Street Elizabeth City, NC 27909 252-331-4759 (O) Edward.hall@ncdps.gov (Chief Court Counselor or designee)	6/23	Apptd. 6/18, 19, 21
Stephanie Webb 3808 Palmer Drive, Unit A Greenville, NC 27858 336-935-6613 (Director AMH/DD/SA or designee)	6/23	Apptd. 3/22 to complete term

Shannon T. Glaser, Treas. 706 Canal Drive Kill Devil Hills, NC 27948 252-475-5753 (W) (County Manager or designee)	10/23	Apptd. 10/19 Reapptd. 9/21
Melinda Mogowski P.O. Box 3707 Kill Devil Hills, NC 27948 252-441-3536 (Substance Abuse Professional)	6/24	Apptd. 1/99 Reapptd. 1/01,03, 10/04,06,08, 6/10 12, 14, 16, 18, 20, 22
Stephen Wescott P.O. Box 2148 Manteo, NC 27954 252-216-6358 (Member of Faith Community)	6/24	Apptd. 11/11 Reapptd. 6/12,14,16 6/18, 20, 22
Steve House 288 N. Dogwood Trail PO Box 1093 Southern Shores, NC 27949 216-8985 (C); 305-9258 (H) Steve.house@darenc.com (County Commissioner)	6/23	Apptd. 6/17 Reapptd. 6/19, 21
Vacant (Juvenile Defense Attorney)		
Jamie Koch 1712 Virginia Ave Kill Devil Hills, NC 27948 252-339-3516 (At Large)	10/23	Apptd. 04/21 Reapptd. 9/21
Jennifer Alexander 116 Tall Pines Court Kill Devil Hills, NC 27948 252-202-2777 jnicolealexander@yahoo.com (Member of Business Community)	6/24	Apptd. 1/19 Reapptd. 6/20, 6/22
<b>Vacant</b> <b>(Student Representative)</b>		
<b>Heather Chavez</b> 192 Colingwood Lane Kill Devil Hills, NC 27948 252-216-6074 hchavez@ob hotline.org (Rep. United Way/other Non-profit)	<b>4/24</b>	<b>Apptd. 3/22</b>
Sara Sampson 534 Ananias Dare St Manteo, NC 27954 252-256-2073 (At Large)	6/23	Apptd. 6/21

Shelia Davies P.O. Box 669 Manteo, NC 27954 252-475-5500 (W) (Director-Health & Human Services)	6/23	Apptd. 1/03 Reapptd. 10/04,05,07 09,11,13,15, 17,19, 21
Katherine Irby P.O. Box 1000 Manteo, NC 27954 473-4290 (4-H/SOS-At Large)	6/23	Apptd. 1/03 Reapptd. 10/04,05,07 09,11,13,15, 17,19, 21
Marcus Hester-Smith 935 Hwy 64/264 Manteo, NC 27954 252-489-0838(H) 252-473-4800(B) Hestersmithobx@gmailcom (At Large)	6/23	Apptd. 6/19 Reapptd. 6/21
Tim White P.O. Box 1000 Manteo, NC 27954 252-475-5916 (Director, Parks & Rec.)	6/24	Apptd. 6/08 Reapptd.6/10,12,14,16 6/18, 20, 22
Paul William Pollock 129 Swanview Drive Kill Devil Hills, NC 27954 252-475-4772 (At Large)	10/23	Apptd., 10/21
Lora M. Gilreath 102 Town Hall Dr., P.O. Box 1605 Kill Devil Hills, NC 27948 (At Large)	10/23	Apptd., 10/21
Marsha Riibner-Cady 103 Weir Point Drive Manteo, NC 27954 252-473-3094 (At Large)	6/24	Apptd. 6/10 Reapptd. 6/12,14,16 6/18, 20, 22
Vacant (Youth Rep. under age 18)		

**NOTES:**

**MEETING INFO. - 2<sup>nd</sup> Tues. each month at 12:30 p.m., Rm. 238, Admin. Bldg.**

**CONTACT INFO:** Shannon Glaser, Friends of Youth

**MEMBERS COMPENSATED:** No

Doug Oberbeck replaced Dave Cheesman 7/07.  
Tom Waite replaced Tim Hill, Jane Midgett replaced Betty Selby 7/07.  
Renee Welch replaced Amy Wells and Richard Martin replaced DuWayne Gibbs 7/07.  
Katie Lee and Kasey Rollinson filled vacant youth rep. positions 11/07.  
Vance Haskett appointed to fill unexpired term of Francis D'Ambra 1/08.

Winfield Bevins replaced Jim Southern and Tim White replaced Cliff Ogburn 6/08.  
Sarah Massey filled unexpired term of Tom Waite 10/08.  
Tom Williamson filled term of Jane Midgett and Melinda Maher filled term of Renee Welch 12/08.  
Sara Gist filled vacant at large student rep 12/08.  
Richard Martin replaced Nancy Griffin and Jennifer Karpowicz replaced Kimberly Pellini 7/09.  
Kevin Brunk filled unexpired term of Winfield Bevins 7/09.  
Lora Vann filled unexpired Sarah Massey 11/09.  
Lora Gilreath filled term of Cole Beasley and Marsha Ribner-Cady filled vacant at large seat 6/10.  
Ron Bennett appointed to fill unexpired term of Eddie Lynch 1/11.  
Tripp Hobbs replaced Richard Martin and Jeff Deringer replaced Doug Oberbeck 6/11.  
Richard Martin replaced Edgar Barnes and Lynette Ford replaced Thomas Williamson 6/11.  
Tony Gray replaced Melinda Maher 6/11.  
Sheila Davies filled term of Tony Gray and Stephen Wescott filled term of Kevin Brunk 11/11.  
Kara Rap filled unexpired term of Elise Quidley & Wes Rawles filled term of David Spruill 11/11.  
Matthew Schofield filled unexpired term of Lynette Ford 6/12.  
Natalie Evans filled term of Matthew Schofield & Malinda Lathan filled term of Shelia Davies 2/13.  
Teresa Twyne filled unexpired term of Tripp Hobbs 10/13.  
Bobbie Lowe filled unexpired term of Sarah Massey 4/14.  
Adam Leggett filled Bobbie Lowe term & Margarette Umphlett filled term of Virginia Tillett 12/14.  
Appointment for Health Depart. combined with appointment for Social Services, 2014.  
Laura Twichell replaced Natalie Evans and Nancy Griffin replaced Lora Gilreath 6/15.  
Alejandra Monica-Sanchez appointed to fill unexpired term of Austin Banks 11/15.  
Joshua Tolson appointed to fill unexpired term of Abby Haywood 11/15.  
John Gardner filled term of Ron Bennett and Keith Letchworth filled term of Adam Leggett 1/16.  
Ryan Henderson filled vacant at large seat 1/16.  
Michael Lewis filled unexpired term of Lynn Bryant 2/16.  
LaQreshia Bates-Harley filled unexpired term of Sherri Ellington 6/16.  
Lionel Robinson replaced Malinda Lathan and Steve House replaced Margarette Umphlett 6/17  
Mollee Sinks appointed to fill unexpired term of Alejandra Monica-Sanchez 9/17  
Josh Houston appointed to fill unexpired term of Joshua Tolson 11/17  
Molly McGinnis appointed to fill unexpired term of Teresa Twyne 3/18  
John Gardner did not want to be reappointed, his replacement was deferred to later 6/18  
Edward Hall, Jr. filled unexpired term of LaQreshia Bates-Harley 6/18  
Jennifer Alexander was appointed to fill the vacancy for member of the Business Community 1/19  
Melanie Gonzalez appointed to fill the vacant student representative seat 1/19  
Marcus Hester-Smith filled the At-Large seat held by Lionel Ray Robinson 6/19  
Craig Albert appointed to fill the At-Large seat held by Ryan Henderson 6/19  
Chelsea Artzt appointed to replace Melanie Gonzalez as student representative 6/19  
Lara Cate Wright appointed as student representative and Bonnie Bennett retired 8/19  
Richard J. Martin retired 9/19  
Shannon Glaser replaced Bonnie Bennett and Todd Heineche replaced Richard J. Martin 10/19  
Jamie Koch appointed to fill unexpired term of Todd Heineche 4/21  
Nancy Griffin resigned & Sara Sampson apptd. to serve 6/21  
Matt McGough apptd. to fill term of Molly McGinnis; Paul Pollock apptd. to serve At-Large position; Jennifer Bland resigned & Laura Twichell apptd. to serve; Lora Gilreath apptd. to serve At-Large position 10/21  
Laura Twichell resigned & Amber Younce apptd., Keith Letchworth resigned and Stephanie Webb apptd. Heather Chavez appointed to fill "other non-profit" vacancy.  
Marsha Riibner-Cady, Jennifer Alexander, Stephen Wescott, Time White, & Melinda Mogowski were all reappointed. 5/2022

**REVISED 5/22**



APPLICATION FOR APPOINTMENT TO  
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

**Advisory Board or Committee interested in:**

1<sup>st</sup> choice: Juvenile Crime Prevention Council (JCPC)

2<sup>nd</sup> choice:

3<sup>rd</sup> choice:

**Name:** MADDOX A. CROMWELL

**Address:** 47220 CROSSWAY DR.

**City/State/Zip:** BUXTON, NC 27920

**Email Address:** 24cromwellma09@daretolearn.org

**Telephone:** Home: (252)489-5748 Business:

**Resident of Dare County:** YES

**Occupation:** STUDENT

**Business Address:**

**Educational background:**

Cape Hatteras Secondary School - Junior

**Business and civic experience and skills:**

I worked with Point Break Pools and Spas, cleaning pools for rental houses. Alongside them I worked with Farmdog Beach Accessories; that job entails setting up cabanas for rental houses.

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

Currently uninvolved with other committees

**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	EVAN FERGUSON
Business/Occupation	CAPE HATTERAS SECONDARY SCHOOL
Address	PO BOX 265, BUXTON, NC 27920
Telephone	(252)995-5730

---

Name	LOVIE HEILIG
Business/Occupation	CAPE HATTERAS SECONDARY SCHOOL
Address	PO BOX 156, RODANTHE, NC 27968
Telephone	(252)599-2659



APPLICATION FOR APPOINTMENT TO  
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

---

Name KARLA JARVIS  
Business/Occupation CAPE HATTERAS SECONDARY SCHOOL  
Address PO BOX 24, HATTERAS, NC. 27943  
Telephone (252)475-0030

---

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.

Signature of applicant:

*Maddox A. Cromwell*

Date: 9/22/2022





APPLICATION FOR APPOINTMENT TO  
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

**Advisory Board or Committee interested in:**

1<sup>st</sup> choice: Juvenile Crime Prevention Council (JCPC)

2<sup>nd</sup> choice:

3<sup>rd</sup> choice:

**Name:** STEPHANIE BAKER

**Address:** PO BOX 1056

**City/State/Zip:** NAGS HEAD

**Email Address:** stephanie@ob hotline.org

**Telephone:** Home: (252)573-9035 Business: (252)473-5121

**Resident of Dare County:** YES

**Occupation:** ASSOCIATE DIRECTOR, OUTER BANKS HOTLINE CRISIS & PREVENTION CENTER

**Business Address:** 100 E DUNN STREET, NAGS HEAD, NC 27949

**Educational background:**

I received my BS from Texas Christian University in 1992 (double major Journalism & French Language) and had studied abroad at the Sorbonne during my junior year, completing a certificate of studies.

More recently, I earned a Certificate of Nonprofit Management through Duke University in the spring of 2022.

**Business and civic experience and skills:**

I have previously served on All Saints E Church vestry; was the ED ( 2 Y9M-unpaid) for the Mustang Outreach Program; served 5 years on OB Mommy & Me Board; served on the Parenting Enrichment Committee for 5+ years; The Elizabethan Gardens Development Committee; Outer Banks Community Foundation (Giving for Good facilitator).

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

I am the Associate Director of Outer Banks Hotline. I am also a survivor, widow & mom to 2 teenage boys . My role at OB Hotline is to serve as advisor and co-strategist to the ED for current and future programs and services; advise & lead development effort; provide community outreach and build relationships with our community members and various agencies, as well as with those in neighboring counties. I am also a current board member on ICO.

**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.



APPLICATION FOR APPOINTMENT TO  
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

Name TESS JUDGE  
Business/Occupation RETIRED  
Address 4016 IVY LANE, KITTY HAWK, NC 27949  
Telephone (252)216-6105

---

Name CARL CURNUTTE  
Business/Occupation TWIDDY & COMPANY REALTY - OWNER SERVICES DIRECTOR  
Address MOTHER VINEYARD, MANTEO, NC 27954  
Telephone (757)880-7847

---

Name JENNIFFER ALBANESE  
Business/Occupation INTERFAITH COMMUNITY OUTREACH  
Address  
Telephone (252)619-1618

---

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.

Signature of applicant:

*Stephanie D. Baker*

Date: 11/10/2022



*Planning Board*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

December, 2022

**PLANNING BOARD**

(Three Year Term)

**The terms of David Overton, Beth Midgett and John DeBoy  
expire in February, 2023.**

**They are all recommended for reappointment for another term.**

Applications from:

Eddie Twyne, Raymond Pate, Amanda Hooper, Edward O'Brien, Jr., and William J.  
Overman, Jr. are attached.

Other Members: See attached list

**PLANNING BOARD**  
(Staggered/Three Year Term)

**The Planning Board meets to review and recommend action on land use and Development plans and issues for the unincorporated areas of Dare County.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
James R. "Buddy" Shelton 291 Bayview Drive Stumpy Point, NC 27978 473-5572- Home 423-8659 – Work Buddy.shelton1959@gmail.com <b>District 1</b>	2-25	Apptd. 2-19 Reapptd.1/22
<b>David Overton</b> 418 Berry Drive Manteo, NC 27954 473-4802 <b>At Large</b>	2-23	Apptd. 2-08 Reapptd.2-11,14,17,20
John Finelli, Ch. Box 555 Kitty Hawk, NC 27949 261-8786 <b>At Large</b>	2-24	Apptd. 3-03 Reapptd.2-06,09,12,15,18 21
<b>Beth Midgett</b> P.O. Box 250 Hatteras, NC 27943 986-2346 <b>District 4</b>	2-23	Apptd. 8-04 Reapptd.2-06, 08, 11, 14, 17, 20
Terry Gore, II 140 N. Fearing Place Manteo, NC 27954 347-6710 (H),449-0539 (O) <b>At-large</b>	2-25	Apptd. 2-16 Reapptd. 19, 21
<b>John DeBoy</b> 303 Eagle Dr. Kill Devil Hills, NC 27948 207-8912(H), 480-9921(O) <b>District 2</b>	2-23	Apptd. 11-21
David Hines 306 First Flight Run Kitty Hawk, NC 27949 252-573-9547 david@coastalncobx.com <b>District 3</b>	2-24	Apptd. 3-19 Reapptd. 1/21

## NOTES

MEETING DATE: 2<sup>ND</sup> Monday of each month  
7:30 p.m., DCBOC Meeting Room

2/9/96 Attorney Cole referred to the Ordinance Book regarding appointments to the Planning Board. He noted that all appointments should be for three years after an initial staggered term of one, two and three years. The appointments have been for two years. He suggested that in order to comply with the ordinance, the members whose terms expired in February be given one more year and the rest of the members be given one more year. Approved by the DCBOC unanimously.

All Board members were appointed/reappointed on 2/3/97.

02/02 - Jim Kinghorn appointed to replace J.W. Kierzkowski.

03/03 - John Finelli replaced Jon Britt.

04/03 - Ricky Scarborough, Jr. appointed to fill unexpired term of Mary Aldridge.

08/04 - Beth Midgett filled unexpired term of Jim Kinghorn.

02/05 - Robert Lewis replaced Marcia Parrott.

09/05 - Catherine Morris filled unexpired term of Robert Lewis.

10/07 - Dan Oden, Jr. filled unexpired term of Joseph Thompson.

02/08 - David Overton replaced John G.B. Myers.

02/08 - Henry Haywood replaced Catherine Morris.

08/12 - Michael Barr filled unexpired term of Henry Haywood.

02/15 - Charles B. Read, Jr. replaced Dan Oden, Jr.

02/16 - Terry Gore replaced Elmer Midgett.

02/16 - John Finelli was moved to the At Large seat and apptd. Chairman.

02/16 - Charles Read was moved to the District 3 seat.

06/16 - Jeff Landreth filled unexpired term of Ricky Scarborough, Jr.

02/19 - James R. "Buddy" Shelton replaced Jeff Landreth who did not want to be reappointed

03/19 - David Hines appointed to fill unexpired term of Charles B. Read. Jr.

01/21 - David Hines and John Finelli reappointed for another term.

09/21 - Michael Barr resigned

11/21 - John DeBoy appointed to fill unexpired term of Michael Barr

01/22 - James Shelton and Terry Gore reappointed

**REVISED 01/22**



# APPLICATION FOR APPOINTMENT

TO DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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**1st Choice**                      Tourism Board  
**2nd Choice**                      Planning Board  
**3rd Choice**                      Oregon Inlet Task Force  
**Name**                              Eddie Twyne  
**Address**                          POB 11 / 143 Raleigh Wood drive  
**City/State/Zip**                  Manteo  
**Email**                              etwyne@yahoo.com  
**Personal Phone**                (252)305-2291  
**Business Phone**                (252)473-4272  
**Business Address**              516 S Hwy 264 / 64 Manteo  
**Occupation**                      Realtor  
**Dare County Resident**         YES  
    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**                      I graduated from Manteo High in 1980. Attended Fork Union Military Academy in 1980-81. I attended Chowan and graduated from ECSU in 1987 with a BS degree I am currently in. Grad School at ECU.

**Business and civic experience and skills**                      I am a retired teacher from Dare County Schools where I taught for over 30 years. I served various positions as a teacher including Head Football Coach at Manteo High. I am a Realtor with GRI, Workforce, RSPS and Diversity designations. I am a Member of Manteo Masonic Lodge, Dare Co Shriner, Coastal Family Church, NC Coaches Association, NC Career Teacher

**Other boards, Committees, Commissions on which you presently serve**                      I am currently a member of the Dare County Parks and Recreation Board.

## REFERENCE #1

**Name**                              Ervin Bateman  
**Business**                          Restaurant Business  
**Address**                          Nags Head, NC  
**Phone**                              (252)441-4963

**REFERENCE #2**

**Name** Jim Tobin  
**Business** Pirates Cove  
**Address** Manteo, NC  
**Phone** (800)367-4728

**REFERENCE #3**

**Name** RV Owens  
**Business** Entrepreneur  
**Address** Manteo, NC  
**Phone** (252)473-3425

**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.

*Eddie Truque*

**Date** 8/9/2022





# APPLICATION FOR APPOINTMENT

TO DARE COUNTY ADVISORY BOARDS AND COMMITTEES

**1st Choice** Airport Authority  
**2nd Choice** Zoning Board of Adjustment - Dare County  
**3rd Choice** Planning Board  
**Name** Raymond G Pate  
**Address** POB 350  
**City/State/Zip** Kill Devil Hills, NC 27948  
**Email** rgpatepepls@gmail.com  
**Personal Phone** (252)435-8785  
**Business Phone** (252)435-8785  
**Business Address** POB 228, Point Harbor, NC, 27964, United States  
**Occupation** Professional Engineer & Professional Land Surveyor  
**Dare County Resident**  YES  
 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** Attended Louisburg College in Louisburg , NC from August 1972 to August 1974 studying general college with an emphasis on English literature. Attended the University of North Carolina at Wilmington from January 1975 to May 1977 receiving a BA degree in earth sciences with an emphasis on global positioning/geology. Attended North Carolina State University from 1978 to May 1981 receiving a BS degree in Civil Engineering-Construction Option.

**Business and civic experience and skills** Received Private Pilot single engine land certification with flight training in Bessemer Alabama and glider certification in 1992 with flight training in Hampton County NC.

**Other boards, Committees, Commissions on which you presently serve** Member of St. Andrews Episcopal by the Sea, Nags Head, NC.

## REFERENCE #1

**Name** Dr. Charles Davidson  
**Business Address** 3618 Old Nags Head Woods  
**Address** 3618 Old Nags Head Woods, Nags Head, NC, 27959  
**Phone** (252)548-9141

REFERENCE #2

**Name** Mr. George Henderson  
**Business** POB 606 Manteo, NC 27954  
**Address** 153 Dogwood Circle, Manteo, NC 27954  
**Phone** (252)473-2791

REFERENCE #3

**Name** Mrs. Lib Fearing  
**Business** POB 184, Manteo, NC 27954  
**Address** 337 Airport Rd., Manteo, NC, 27954  
**Phone** (252)473-3307

**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.

*Raymond G Pate*

**Date** 12/31/2021

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 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:

1<sup>st</sup> choice Transportation Advisory Board

2<sup>nd</sup> choice Planning Board

3<sup>rd</sup> choice Tourism Board

Name Amanda Hooper

Mailing Address 1202 9<sup>th</sup> Ave.

City/State/Zip KDH, NC 27948

Email Address manda.hooper@icloud.com

Telephone Home: \_\_\_\_\_

Business: 202-9923

Resident of Dare County:  yes  no

Occupation: Self Employed Tax Specialist

Business Address: same

Educational background:

BBA ECU

Business and civic experience and skills:

previous candidate County Commissioner, member of  
Working Watermen's & Parks and Rec, creator of Outer  
Banks Local Foods Council, PR chair Mommy & Me (2010)  
co-chair Firms Boosters (current)

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

Parks & Rec

Working Waterman's

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
<u>Karen Brown</u>	<u>Chamber</u>		<u>441-8144</u>
<u>Kathleen Brehan</u>	<u>Full Potential Living</u>		<u>473-4004</u>
<u>Tim White</u>	<u>Public Service Director</u>		<u>475-5910</u>

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: 11/10/2020 Signature of applicant: [Signature]

FOR OFFICE USE ONLY:

Date received: 11/10/2020

APPLICATION FOR APPOINTMENT TO  
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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Advisory Board or Committee interested in:

1<sup>st</sup> choice Fessenden Center Advisory Board

2<sup>nd</sup> choice Zoning Board of Adjustment

3<sup>rd</sup> choice PLANNING BOARD

Name Edward J. O'Brien Jr.

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

City/State/Zip AVON, NC 27915

Email Address EDOBRIEN41193@GMAIL.COM

Telephone <sup>cell</sup> 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:

\_\_\_\_\_  
\_\_\_\_\_

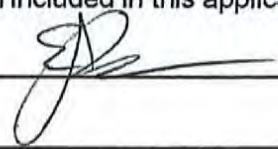
REFERENCES

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
<u>ROMAN PROWEZAK, Whitpain Twp. Mgr., Whitpain, Pa.</u>			

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 Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee interested in:

1<sup>st</sup> choice Airport Authority

2<sup>nd</sup> choice Planning Board

3<sup>rd</sup> choice ~~Veterans Advisory Council~~

Name William J. Overman, Jr.

Address 110 Puddle Lane

City/State/Zip Manteo, NC 27954-9595

Email Address ~~fourbranch@earthlink.net~~

Telephone Home: 252-473-2126 wjack.overman@gmail.com

Business: —

Resident of Dare County:  yes  no

Occupation: Retired U.S. Navy

Business Address: —

Educational background:

BS Wake Forest University

Post Grad U of Pitt

Business and civic experience and skills:

Airport Authority early 2000s

Albemarle Commission

First Fit Society Bd 20 yrs  
1st Fit military Officers Ass. (MOAA) Local chapter 4 yrs Pres  
MOAA State President & Bd of Directors  
4th Branch Bd (Federal co-chair)  
Boy Scouts  
1...

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

NONE  
\_\_\_\_\_  
\_\_\_\_\_

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
<u>CLARENCE SKINNER</u>			
<u>Dr. Charles Davidson</u>			
<u>day wheeles</u>			

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: 1/26/17 Signature of applicant: [Signature]

FOR OFFICE USE ONLY:

Date received: 1/26/17

Application renewed  
via attached letter  
received 7/6/2020

Cheryl Anby, Clerk.



William J "Jack" Overman, Jr  
110 Puddle Lane  
Manteo, NC 27954  
478-2126  
WJack.Overman@gmail.com

Please list me as desiring to be appointed to the

- 1<sup>st</sup> Airport Authority
- 2<sup>nd</sup> Planning Board





*Upcoming Board Appointments*

**Description**

The Dare County Board of Commissioners welcomes citizen participation on its many Boards and Committees.

Following is a list of the Boards and Committees that have terms expiring during the next 3 months. The list indicates when the item will be presented to the County Commissioners and any requirements that may pertain to the appointment.

Instructions on how to obtain and submit an application are attached along with additional information about each of the Boards and Committees with upcoming term appointments.

**Board Action Requested**

None

**Item Presenter**

Robert Outten, County Manager

## **Upcoming Board & Committee Appointments**

The Dare County Board of Commissioners welcomes citizen participation on Advisory Boards and Committees. This type of grassroots public involvement is the foundation of democracy and a vital part of maintaining Dare County as a quality place to live.

Following is a list of Boards and Committees with terms expiring during the next three months.

***Information on how to obtain and submit applications follows the list.***

**Please note there are several boards with vacancies – please check the website.**

### **January, 2023**

Working Watermen Commission - - four terms expiring

### **February, 2023**

Aging Advisory Council - - two terms expiring

Planning Board - - three terms expiring

Senior Tar Heel Legislature Delegates - - two terms expiring

### **March, 2023**

None

### ***~~~~~Instructions for Obtaining and Submitting Applications~~~~~***

An application must be submitted in order for your name to be considered for a Board or Committee appointment. The form is available on the Dare County website  
(Please see Board of Commissioners under Advisory Boards and Committees for link)

**Cheryl C. Anby, Clerk to the Board at 475-5700**



*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



*Closed Session*

**Description**

Closed Session pursuant to:  
NCGS 143-318.11(a)(5) to instruct the County staff, or negotiating agents, concerning the position to be taken by or on behalf of the County in negotiating the price and other material terms of a contract, or proposed contract, for the acquisition of real property and to approve the minutes of the last Closed Session.

**Board Action Requested**

Approve Closed Session

**Item Presenter**

Robert Outten, County Manager