



**COUNTY OF DARE**  
PO Box 1000, MANTEO, NC 27954

**DARE COUNTY BOARD OF COMMISSIONERS**

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

**Monday, May 16, 2022**

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

**AGENDA**

- 5:00 PM            CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1            Opening Remarks - Chairman's Update**
- ITEM 2            Public Comments**
- ITEM 3            Use of 6/30/2021 General Fund Unassigned Fund Balance Over Target Percentage**
- ITEM 4            Use of General Fund Savings from the American Rescue Plan SLFRF Grant**
- ITEM 5            Public Hearing - Manager's Proposed FY2023 Budget**
- ITEM 6            Grant Application - Miss Katie - Hatteras Inlet Dredging**
- ITEM 7            DEQ Grant - Hatteras Inlet**
- ITEM 8            Revised Schedule of Meeting Dates for Remainder of 2022**
- ITEM 9            Coastal Affordable Housing, LLC**
- ITEM 10           Woda Cooper Companies, Inc.**
- ITEM 11           **Consent Agenda****
- 1. Approval of Minutes
  - 2. Public Works / Bulk Fuel
  - 3. Register of Deeds - Wide Format Printer/Scanner
  - 4. Tax Collector's Report
  - 5. Dominion Energy - Easement
- ITEM 12           **Board Appointments****
- 1. Juvenile Crime Prevention Council
  - 2. Manns Harbor Community Center
  - 3. Hatteras Community Center
  - 4. Rodanthe-Waves-Salvo Community Center
  - 5. Commission for Working Watermen
  - 6. Dare County Waterways Commission
  - 7. Dare County Transportation Advisory Board
  - 8. Fessenden Center Advisory Board
  - 9. Roanoke Island Community Center Board
  - 10. Upcoming Board Appointments**
- ITEM 13           **Commissioners' Business & Manager's/Attorney's Business****

*ADJOURN UNTIL 9:00 A.M. ON JUNE 6, 2022*



*Opening Remarks - Chairman's Update*

**Description**

Dare County Chairman Robert Woodard will make opening remarks.

**Board Action Requested**

Informational Presentation

**Item Presenter**

Chairman Robert Woodard, Sr.



*Public Comments*

**Description**

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

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

**Board Action Requested**

Hear Public Comments

**Item Presenter**

Robert Outten, County Manager



*Use of 6/30/2021 General Fund Unassigned Fund Balance Over Target Percentage*

**Description**

Please see the following Item Summary.

**Board Action Requested**

Adopt budget amendment.

**Item Presenter**

David Clawson, Finance Director

**Item Summary: Use of 6/30/2021 General Fund Unassigned Fund Balance Over Target Percentage**

The Unassigned fund balance in the General Fund at June 30, 2021 was \$9,960,192 over the policy target percentage. This agenda item recommends uses during fiscal year 2022 and includes a budget amendment for those recommendations.

The following page shows:

- Uses of the 6/30/2020 unassigned fund balance over the target percentage during 2021;
- For the 6/30/2021 unassigned fund balance over the target percentage:
  - Uses already done during 2022, and
  - Further recommended uses during 2022;
- Use of the General Fund savings during 2022 that resulted from the American Rescue Plan State and Local Fiscal Recovery Funds grant (budget amendment is the next Agenda Item);
- Further, related actions included in the 2023 Manager’s budget.

Recommended 2022 uses of the 6/30/2021 unassigned fund balance over the target percentage are:

- \$1,811,436 for the Woda Cooper housing project, which when combined with \$7,188,564 of savings from the ARPA grant, will provide \$9,000,000 from the County for the project.
- \$100,000 for the Brightspeed broadband grant match approved at the budget workshop.
- \$545,130 to the LEOSSA irrevocable trust which will fund the trust up to the 6/30/2021 liability.
- \$349,741 for one-time budget items not in the recommended 2023 manager’s budget and capital improvements plan, planning that the items would be done by this method:
  - \$28,000 I.T. for seven time clock replacements,
  - \$9,821 Register of Deeds for preservation of records,
  - \$163,475 Revaluation for aerial imagery, and
  - \$148,445 Revaluation for street level photography (both items needed for the next revaluation process).
- \$1,000,000 to the OPEB irrevocable trust for retiree health benefits, to increase the balance by 46% and make further progress towards the 6/30/2021 net liability of \$172 million.
- \$1,500,000 for County contribution towards a potential workforce housing project (or other housing use).
- \$3,496,673 retained in the unassigned fund balance to mitigate against the risk of an economic slowdown or recession during FY 2023.

**Board Action: The board is requested to adopt the included budget amendment.**

Dare County General Fund  
EOY Available Fund Balances and Uses

	<u>2020 In</u> <u>2021</u>	<u>2021 In</u> <u>2022</u>	<u>In 2022</u>	<u>In 2023</u>	
<i>June 30 2020 Ending Available</i>	\$5,110,499				
<b>Used on May 17, 2021 During FY2021:</b>					
Transfer to LEOSSA Trust	\$2,481,512				June 30, 2020 liability amount
Transfer to Inlet Maintenance Fund	\$ 500,000				
Holiday time payout	\$ 769,222				
Comp time payout	\$ 40,980				
Nonprofits 1x projects	\$ 300,000				
Capital outlays	\$ 305,395				
1x costs	\$ 713,390				
Total used	\$5,110,499				
<i>June 30 2021 Ending Available</i>		\$9,960,192			
<b>Already Used During FY 2022:</b>					
Sheriff Records Software 12/20/2021		\$ 990,732			
Large Item Pickup Contract 1/3/2022		\$ 115,500			
Pub Works Equipment Operators 1/18/2022		\$ 50,980			
<b>Recommended Use 5/16/2022 During FY 2022:</b>					
Transfer to CD Housing Fund - Woda Cooper Project		\$1,811,436			Total will be \$9 million - see below
Brightspeed Broadband Grant Match		\$ 100,000			
Transfer to LEOSSA Irrevocable Trust		\$ 545,130			To bring amount funded to 6/30/2021 liability
One-time budget and CIP items from FY23 Requests		\$ 349,741			1x items from FY23 budget & two CIP requests
Transfer to OPEB Retiree Health Irrevocable Trust		\$1,000,000			Net liability 6/30/2021 = \$172 million
Transfer to CD Housing Fund - Workforce Housing		\$1,500,000			Potential project subsidy
Maintain/leave in Fund Balance		\$3,496,673			
<i>June 30, 2022 Available from American Rescue Plan SLFRF Actions</i>			\$7,188,564		
<b>Recommended Use 5/16/2022 During FY 2022:</b>					
Transfer to CD Housing Fund - Woda Cooper Project			\$7,188,564		Total = \$9 million - see above
<b>FY 2023 Budget</b>					
Transfer to Stormwater Fund			\$2,000,000		Done in FY2023 budget
Dredge Spoil Sites - Transfer to Inlet Maint Fund			\$ 668,117		Done in FY2023 budget

# DARE COUNTY

## BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<b>Department:</b>					
General Fund					
<u>Revenues:</u>					
Appropriated fund balance	103090	499908		\$5,306,307	
<u>Expenditures:</u>					
Transfer to CD Housing Fund - Woda Cooper project	104925	591800		\$1,811,436	
Brightspeed broadband grant match	104490	560099		\$100,000	
Transfer to LEOSSA irrevocable trust	104925	595500		\$545,130	
Replace 7 time clocks	104445	511501		\$28,000	
Preservation of birth records	104460	510936		\$9,821	
Aerial Imagery	104451	510700		\$163,475	
Street level photograghy	104451	510700		\$148,445	
Transfer to OPEB retiree health irrevocable trust	104925	595600		\$1,000,000	
Transfer to CD Housing Fund - Workforce Housing project	104925	591800		\$1,500,000	

Explanation:

To fund one-time items per the attached.

**Approved by:**

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

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

County Manager: \_\_\_\_\_  
(sign in red)

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

*Finance only:*

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



*Use of General Fund Savings from the American Rescue Plan SLFRF Grant*

**Description**

Please see the following Item Summary.

**Board Action Requested**

Adopt budget amendment.

**Item Presenter**

David Clawson, Finance Director



**Item Summary: Use of General Fund Savings from the American Rescue Plan SLFRF Grant**

On February 22, 2022, the Board determined that the \$7,188,564 American Rescue Plan SLFRF Grant would be used for Public Safety salaries and fringes for the Sheriff's Department, the Detention Center, Communications, and Emergency Management for July 1, 2021 through February 28, 2022.

That action created an equal expenditure savings in the General Fund. The County has filed a final report in the ARPA Portal showing use of those the grants funds as of 3/31/2022.

The UNC SOG has advised the County that there is not an audit requirement or other reason to wait until after the end of the current fiscal year to make use of those savings.

The following budget amendment reduces expenditure line items for the savings, a total of \$7,188,564. It also creates an expenditure line item for the same \$7,188,564, to transfer the amount to a new Community Development Housing Fund to be used for the Woda Cooper Housing Project. When combined with \$1,811,436 from the prior agenda item, a total of \$9 million is available for that project.

# DARE COUNTY

## BUDGET AMENDMENT

F/Y 2021-2022

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<b>Department:</b>					
General Fund					

Expenditures:

Transfer to CD Housing Fund                      104925      591800                      \$7,188,564

*Sheriff:*

Salaries	104510	500200		\$2,697,001
Salaries overtime	104510	500207		\$33,744
FICA	104510	500300		\$197,461
Retirement	104510	500400		\$318,075
Health	104510	500500		\$722,912

*Detention Center:*

Salaries	104520	500200		\$1,256,657
Salaries overtime	104520	500207		\$37,227
FICA	104520	500300		\$94,572
Retirement	104520	500400		\$147,837
Health	104520	500500		\$377,724

*Communications:*

Salaries	104526	500200		\$675,036
Salaries overtime	104526	500207		\$80,465
FICA	104526	500300		\$53,213
Retirement	104526	500400		\$86,270
Health	104526	500500		\$241,782

*Emergency Management:*

Salaries	104542	500200		\$96,974
FICA	104542	500300		\$12,139
Retirement	104542	500400		\$19,294
Health	104542	500500		\$40,181

Explanation:

To reduce General Fund accounts where savings resulted from the American Rescue Plan SLFRF grant, and to budget a transfer to a new Community Development Housing Fund for the Woda Cooper project.

**Approved by:**

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

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

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

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

(sign in red)

*Finance only:*

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

5/9/2022 3:57 PM



*Public Hearing - Manager's Proposed FY2023 Budget*

**Description**

At the May 2, 2022 meeting, the Dare County Board of Commissioners received a presentation on the Manager's Proposed Budget for Fiscal Year 2023.

Following the Manager's presentation, the Board voted to schedule a Public Hearing on the budget for 5:30 p.m., Monday, May 16, 2022.

The proposed budget is available for public review on the Dare County website at: [www.darenc.com](http://www.darenc.com)

**Board Action Requested**

Conduct a Public Hearing on the FY2023 budget and take appropriate action.

**Item Presenter**

Robert Outten, County Manager



***Grant Application - Miss Katie - Hatteras Inlet Dredging***

**Description**

Grants & Waterways is requesting the Board of Commissioners authorize the submission of a N.C. DEQ Shallow Draft Navigation Fund grant application. If awarded, the State will cost share 75% of costs incurred dredging Hatteras Inlet, specifically South Ferry Channel and the new Connecting Channel. See attached staff report for more details.

**Board Action Requested**

Authorize the submission of grant application and adopt Resolution to Sponsor the Miss Katie - Hatteras Inlet Dredging Project

**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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5/5/22

### MEMORANDUM

TO: DARE COUNTY BOARD OF COMMISSIONERS

FROM: Barton Grover

RE: Shallow Draft Application for Miss Katie- Hatteras Inlet Dredging

With the Miss Katie coming online this summer, Dare County is required to submit a Shallow Draft Navigation Fund application to receive State cost share for dredging expenses. As with the Miss Katie – Oregon Inlet project, the State will provide funds on a reimbursement basis.

Grants & Waterways is requesting the Board of Commissioners authorize the submission of the grant application and adopt the Resolution to Sponsor the Miss Katie – Hatteras Inlet Dredging Project. If awarded, the State will cost share up to \$600,000 (75%) and Dare County will provide up to \$200,000 (25%) in matching funds. Dare County will utilize the Hatteras Inlet Maintenance account for the required matching funds. The remaining \$50,000 in this account will be transferred under the MOA, along with \$150,000 in matching state funds, to the Corps for government plant dredging in Hatteras Inlet.



## **Resolution to Sponsor the Miss Katie – Hatteras Inlet Dredging Project**

**WHEREAS**, Dare County desires to sponsor the Miss Katie – Hatteras Inlet Dredging Project to provide funding for dredging in the South Ferry and Connecting Channel.

**THEREFORE, BE IT RESOLVED THAT:**

- 1) Dare County requests the State of North Carolina provide financial assistance to Dare County for the Miss Katie- Hatteras Inlet Dredging Project in the amount of \$600,000 or 75% of project cost, whichever is the lesser amount;
- 2) Dare County assumes full obligation for payment of the balance of project costs;
- 3) Dare County will obtain all necessary State and Federal permits;
- 4) Dare County will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments;
- 5) Dare County will supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- 6) Dare County will obtain appropriate easements, rights-of-way or suitable dredge material disposal areas that may be necessary for the construction and operation of the project without cost or obligation to the State;
- 7) Dare County will ensure that the project is open for use by the public on an equal basis with limited restrictions, if on public property;
- 8) Dare County will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;
- 9) Dare County accepts responsibility for the operation and maintenance of the completed project.

This the 16<sup>th</sup> day of May, 2022.

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Robert Woodard, Sr., Chairman

Attest:

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Cheryl C. Anby, Clerk to the Board



*DEQ Grant - Hatteras Inlet*

**Description**

At the April 4th meeting of the Board of Commissioners, the Board authorized the submission of a NC DEQ Shallow Draft Navigation Fund application to receive state cost share for a cultural resource survey at Hatteras Inlet. The survey is required to modify the current dredging permit, so that dredging can occur in the Coast Guard identified channel which boaters are currently using to access the ocean. Dare County has been awarded \$30,000 in matching funds for the completion of the survey and associated permitting work.

**Board Action Requested**

Approve Budget Amendment and authorize the County Manager to enter into contract with Coastal Protection Engineering.

**Item Presenter**

Barton Grover, Grants & Waterways Administrator

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# ***DARE COUNTY***

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## ***BUDGET AMENDMENT***

***F/Y 2021-2022***

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ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		

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Revenues:

Expenditures:

Explanation:

**Approved by:**

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

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

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

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

(sign in red)

*Finance only:*

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





*Revised Schedule of Meeting Dates for Remainder of 2022*

**Description**

At the May 25, 2022 Budget Workshop, the Board of Commissioners discussed a change in the remaining schedule of 2022 meeting dates. Attached is a revised schedule for consideration.

**Board Action Requested**

Approval

**Item Presenter**

Robert Outten, County Manager

**Dare County Board of Commissioners**  
**2022 – Revised Meeting Schedule**

<b>July</b>	<b>18</b>	<b>9:00 a.m.</b>
<b>August</b>	<b>01</b>	<b>9:00 a.m.</b>
<b>September</b> <b>(Tuesday)</b>	<b>06</b>	<b>9:00 a.m.</b>
<b>October</b>	<b>03</b>	<b>9:00 a.m.</b>
<b>November</b>	<b>07</b>	<b>9:00 a.m.</b>
<b>December</b>	<b>05</b>	<b>9:00 a.m.</b>

**\*PLEASE NOTE THE DATES PREVIOUSLY  
NOTICED (August 15, September 19,  
October 17 and November 21, 2022 at 5:00 p.m. will  
be noticed as cancelled**



*Coastal Affordable Housing, LLC*

**Description**

Update to be provided

**Board Action Requested**

Discussion and take appropriate action

**Item Presenter**

Robert Outten, County Manager



*Woda Cooper Companies, Inc.*

**Description**

Update to be provided

**Board Action Requested**

Discussion and take appropriate action

**Item Presenter**

Robert Outten, County Manager



*Consent Agenda*

**Description**

1. Approval of Minutes (05/02/22)
2. Public Works - Bulk Fuel Budget Amendment
3. Register of Deeds - Wide Format Printer/Scanner
4. Tax Collector's Report
5. Dominion Energy - Easement

**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, April 1, 2022 and April 4, 2022, 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., May 2, 2022**

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

Commissioners absent: Danny Couch

Others present: County Manager/Attorney, Robert Outten  
Deputy County Manager/Finance Director, David Clawson  
Master Public Information Officer, Dorothy Hester  
Clerk to the Board, Cheryl C. Anby

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

At 9:04 a.m. Chairman Woodard called to order the regularly scheduled meeting. He invited Rev. Cindy Simpson to share a prayer and then 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:

- Eddie Greene had passed away in November, 2021 and his family was welcoming the public to a celebration of life on May 14, 2022 from 11:00 -2:00 in Manteo.
- The Jug Handle Bridge recently had a ribbon cutting; however, the bridge would not be open to the public until mid-May due to expansion joint damage at the northern end.

#### **ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS**

- 1) Carolyn Holadia, Leisure Activity Specialist, Parks & Rec., received a 20-year pin.
- 2) Shaun Barrera, Deputy Sheriff Lieutenant, received a 20-year pin.
- 3) Andrew Creech, Deputy Sheriff Lieutenant, received a 25-year pin.
- 4) Robert Crawford, Sr., Senior Environmental Health Specialist, received a 30-year pin.

#### **ITEM 3 – EMPLOYEE OF THE MONTH – May 2022**

Avery Whitfield received the Employee of the Month award from Jennie Collins who detailed the many ways she is an asset to the EMS Department.

#### **ITEM 4 – PUBLIC COMMENTS**

At 9:27 a.m. the Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center Annex in Buxton. Following is a summary:

*The following comments were made in Manteo:*

1. Jamie Varnell and Molly Garavito presented their “Dare County Green Space Initiative”. It was an opportunity to invest in youth, further promote mental health with exercise, curb substance abuse and provide other countless benefits to the community. The Satterfield Complex had been closed and they proposed the four fields could be expanded to 6-8 fields. The proposed artificial turf project could provide access to safe, high quality fields and allow for home games. The non-toxic turf was composed of sand, crushed shells and cork with no pesticides. They suggested the more “eco-friendly” product would cost an estimated of \$1,062.972 for 201,216 sq. ft.

*There was a brief technical delay in Buxton for comment:*

2. Jeff Wescoat asked about the parking problems in Buxton. Specifically, Orange Blossom Bakery & Café had been permitted to park in the County’s annex parking lot. He wanted it extended to all area businesses. Mr. Outten explained permission had been given to use the lot in the early morning hours. When there were other county events, they did not use the lot. If multiple businesses used the lot, it would be difficult to communicate when they could not park there. After a brief discussion the Board agreed the lot would no longer be used by area businesses.

The County Manager closed Public Comments at 9:46 a.m.

**ITEM 5 – JOE THOMPSON (AVON PIER LLC) TRAVEL TRAILER SITES ON EXISTING COMMERCIAL PROPERTY SUP APPLICATION (AVON BY THE SEA RV PARK)**

After all parties to this proceeding were duly sworn, Noah Gillam, explained the site plan and SUP application had been resubmitted by Avon Pier LLC for the development of travel trailer sites in conjunction with an existing commercial property. The pandemic, material shortages and labor shortages had caused unforeseen delays and issues. The Planning Board had reviewed the SUP application and found the conditions reasonable and appropriate for the twelve month extension. Anlauf Engineering appeared on behalf of the applicant and said all the improvements were complete. The County Manager asked if Mr. Anlauf, on behalf of the applicant, agreed to the findings of fact listed in the SUP, the supporting documents on file, and the facts presented by the Planning Director. Joseph Anlauf indicated his agreement.

**MOTION**

Commissioner Tobin motioned for approval of the SUP #3-2022 and associated site plan for the Avon by the Sea Travel Trailer Park.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

**ITEM 6 – SUP PERMIT #2-2022 FOR BEACHLAND FARMS TRAVEL TRAILER PARK**

All parties to this proceeding were duly sworn. Noah Gillam explained this SUP had also been met with the same delays and issues as Item 5. Malcolm Fearing for Beachland Farms was requesting a twelve month extension. The County Manager asked the applicant if he agreed to the findings of fact listed in the SUP, the supporting documents on file, and the facts presented by the Planning Director and Mr. Fearing indicated his agreement.

**MOTION**

Commissioner House motioned for approval of the SUP #2-2022 and associated site plan for the Beachland Farms Travel Trailer Park.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous



**ITEM 7 – CHILDREN & YOUTH PARTNERSHIP FOR DARE COUNTY**

Sara Sampson, Executive Director of Children & Youth Partnership, presented the Board with an update of community impact of the CYP. She recognized the workers and highlighted a few of their programs which included the distribution of over 134,000 diapers in thirty-five distribution events. With an early literacy program they had mailed 27,772 books through the Dolly Parton imagination library program during the pandemic. The Baby Links program was a home visit program. Ms. Sampson thanked the Board for the grant funds which helped many childhood education and daycare facilities during the pandemic. (See archived presentation on website for more information.)

**ITEM 8 – PROCLAMATION FOR EMS WEEK: May 15-21, 2022**

Mr. Outten read the proposed proclamation designating May 15-21, 2022 as Emergency Medical Services Week. This year’s theme was “EMS: Rising to the Challenge”.

**MOTION**

Vice-Chairman Overman motioned to approve the Proclamation for EMS Week. Commissioner House seconded the motion.

VOTE: AYES unanimous

**ITEM 9 – FERRY DIVISION GRANT APPLICATION**

Catherine Peele, Planning and Development Manager for NCDOT, explained to the Board the Ferry Division was applying for a USDOT Maritime Administration America’s Marine Highway Program grant to further develop the South Dock to Pony Pen analysis and to include a feasibility analysis of improving the Cherry Branch Havelock maintenance facility. She requested a letter of support for the project. The change of docks would increase travel time from an hour and ten minutes to approximately an hour and forty-five minutes.

**MOTION**

Commissioner Bateman motioned to agree to provide a letter of support to U.S. Dept. of Transportation for the Ferry Division grant application.

Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

***Meeting recessed at 10:22 a.m. and reconvened at 10:30 a.m.***

**ITEM 10 – PRESENTATION OF MANAGER’S 2023 RECOMMENDED BUDGET’**

Mr. Outten read into the record his recommended FY2023 budget in the amount of \$213,456,649, with the General Fund at \$123,964,551 of that amount. The Board’s strategic focus areas noted were: Long Term Financial Planning for Capital, Economic Development to include beach nourishment and affordable housing. There were no property tax increases. Some changes from the 2022 budget included (1) personnel with 7.54% of county positions currently vacant (2) health plan with a 5% project increase for 2023 (3) several new positons added (4) employee compensation with projected cost of living increases, 401k contribution, step plan and merit plan. Capital Investment Fund was a separate budgeted part of the General Fund. The model development was complete and was the basis for the 2023 Capital Improvements Plan. He briefly reviewed the EMS facilities project which was approved in 2022.

***At 10:59 a.m. Chairman Woodard left the boardroom and returned at 11:07 a.m.***

Mr. Outten reviewed the Water Fund with a 2023 annual 2% rate increase over the next five years. Internal service funds included the Insurance Fund and the Fleet Maintenance Fund. He thanked the Board for direction and the department heads for their requested budgets. He requested the appropriate Public Hearing to be scheduled. (See archived website video.)

**MOTION**

Commissioner Bateman motioned for a Public Hearing on the Manager's Recommended Budget be set for May 16, 2022.

Vice-Chairman Overman and Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

**ITEM 11 – AFFORDABLE HOUSING (ATT. #1)**

Mr. Outten explained they had met several times with Coast Affordable Housing concerning the \$35 million project. Interest rates and materials were rising. A Predevelopment Agreement was being crafted to set aside \$5,000,000.00 for that phase of the project. The Development Plan Agreement would have the other details such as rent, number of rooms in units, etc. Mr. Outten requested Board authorization to move forward with the finalization of a predevelopment contract and a schedule of expenses not to exceed \$5,000,000, which would not include the purchase of land. Commissioner Bateman asked about the time frame of completion. Mr. Outten stated they hoped to have a predevelopment agreement this week so Coastal could begin their preliminary work. In four months a development agreement would be presented for approval and the project may be completed the summer of 2023 with 350+ units.

**MOTION**

Vice-Chairman Overman motioned to authorize the County Manager to finalize a Predevelopment Agreement with Coastal Affordable Housing to include a schedule of associated costs, not to exceed \$5,000,000, to grant a project ordinance to obtain funds from the state and to authorize the County Manager to spend out of the fund per the Predevelopment Agreement.

Commissioner House seconded the motion.

VOTE: AYES unanimous

**ITEM 12 – CONSENT AGENDA**

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

**MOTION**

Commissioner House motioned to approve the Consent Agenda:

- 1) Approval of Minutes (04.20.22) **(Att. #2)**
- 2) DHHS –Public Health – Dental Van Maintenance & Ultrasound Equipment Purchase
- 3) Tax Collector's Report
- 4) Budget Amend. for Transfer from the LEOWSA Fund to the LEOWSA Irrevocable Trust
- 5) Budget Amend. to close NC Office of Recovery & Resiliency Grant Fund
- 6) Sanitation Fuel and Maintenance and Repair of Vehicles
- 7) Sanitation Dumpster Purchase/Sales
- 8) Sanitation Truck Rental
- 9) Dare County Tourism Board Request Consent Expenditure from Long Term Unappropriated Grant Fund Line Item 4585 **(Att.#3)**

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

### **ITEM 13 – BOARD APPOINTMENTS**

#### 1) Dare County Board of Adjustment

Commissioner Bateman motioned to reappoint Shelly R. Jones and appoint Patricia S. Weston.

Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

#### 2) Veterans Advisory Board

Commissioner Tobin motioned to reappoint Ellen Aidock and appoint James Scroggin. Commissioner House seconded the motion.

VOTE: AYES unanimous

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

Following is an outline of the items mentioned by Commissioners and County Manager:

#### Vice-Chairman Overman

- Thanked the service pin recipients and the employee of the month.
- Greenspace Initiative was presented well. He urged future discussions with towns.
- He began a Board discussion regarding the need for an emergency declaration to have the Oregon Inlet dredged. Commissioner Tobin agreed and stated the work done recently at Oregon Inlet had not been sufficient to keep it open more than a week. When vessels operated outside of marked channels, they did so without insurance. The Coast Guard had issued a warning to mariners. The consensus was to send a letter to government officials.

#### Commissioner Bateman

- Advised Congressman Murphy was in town today. The Board began a discussion regarding dredging issues and how quickly the inlet filled in afterward.
- He asked if there were ordinances against raising reptiles in the county.

#### Commissioner Tobin

- The day tanks for the fuel on Miss Katie had recently failed a pressure test. They will remove the tanks and re-weld new ones. It was not expected to affect delivery.

#### Commissioner Ross

- He had checked in with the Elections office and reported only 81 voters had voted at the administration office at this time. He suggested a cost benefit analysis may be beneficial.
- Reminded everyone the Kentucky Derby would be held on Saturday, May 7, 2022.

#### Commissioner House

- He reviewed the Green Space Initiative about turf on playing fields. With experience in the area, he provided the replacement in ten years for one field would be \$46,000. He also provided statistics concerning injuries on the surface. He estimated the cost and maintenance for one field which differed from the estimate of \$20.00 per square foot for installation based on his information versus the \$4 per square foot introduced by the Green Space Initiative group.
- Day in history: April 2, 1945 the Battle of Berlin ended in a decisive Soviet victory.

11:59 a.m. Vice Chairman Overman & Commissioner Ross left the meeting and returned at 12:01 p.m.

**MANAGER’S/ATTORNEY’S BUSINESS**

Mr. Outten advised a developer had proposed construction of a flight history museum and conservatory in Kitty Hawk. The town supports the project and had asked other towns to do the same. The County Manager and Chairman had discussed it further with the developer and the Park Service for details. Chairman Woodard supported the resolution but wanted some language added to specify the NPS would be consulted.

**MOTION ATT. #4**

Commissioner Bateman motioned to adopt the Wright Brothers Museum and Conservatory Resolution with the amended language

Commissioner House seconded the motion.

VOTE: AYES unanimous

Baker McKenzie, a law firm in New York, represented an unidentified person with rental units here and they had escrowed occupancy taxes. They had asked for a tax settlement. Mr. Outten had discussed it with Becky Huff in tax collection and no more was known. He would respond to the firm asking for more information. No action was required at this time.

Dorothy Hester reminded the Board of two upcoming events. On May 12, the dedication of the Virginia S. Tillett Community Center would be celebrated at 4:00 p.m. The ceremony for the renovation of the Health and Human Services offices would be May 24, also at 4:00 p.m.

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

**MOTION**

Commissioner House motioned to adjourn the meeting.

Commissioner Ross seconded the motion.

VOTE: AYES unanimous

At 12:08 p.m., the Board of Commissioners adjourned until 5:00 p.m., May 16, 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 are on file in the Clerk’s office.



# County of Dare

P.O. Box 1000 | Manteo, NC 27954

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## MINUTES

DARE COUNTY BOARD OF COMMISSIONERS

### SPECIAL MEETING – BUDGET WORKSHOP

Dare County Administration Building, Manteo, NC

**8:30 a.m., April 25, 2022**

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

Commissioners absent: None

Others present: County Manager/Attorney, Robert L. Outten  
Deputy County Manager/Finance Director, David Clawson  
Clerk to the Board, Cheryl C. Anby, Dustin Peele, Mary Helen Goodloe-Murphy, Dorothy Hester, Elizabeth Reilly, Ernie DaBiero, Sally DeFosse and Matt Hester

At 8:33 a.m. Chairman Woodard called to order the Special Meeting with appropriate prior public notice having been given.

### **BUDGET WORKSHOP:**

1. County Manager explained Lumens would make a video link follow-up presentation regarding an expanded broadband project throughout the county. The estimated \$4.35 million project was applying for a \$3.4 million grant from the state and was asking for \$100,000 contribution from Dare if accepted. The county contribution would be prorated if the number of households serviced was changed. After the presentation the Board discussed briefly.

### **MOTION**

Commissioner Tobin motioned to approve the \$100,000 contribution

Commissioner Ross seconded the motion.

VOTE: AYES unanimous

2. FY2023 Budget discussion: (See handout entitled “2023 Manager’s Recommended Budget”) Throughout the workshop, as each item was discussed, the Board asked questions, the Manager and Finance Director provided background information, direction and guidance. Dave Clawson, Sally DeFosse, Ernie DaBiero and the Finance Department were thanked for their preparation efforts.

- a. General Fund: Mr. Outten explained this was the second year of a two-year budget. There were increases that dealt with software break increases, fuel and a few personnel changes/additions. The 2022 adopted budget was \$112,706,798. Several things had driven expense changes. The 5% COLA (\$2,245,063) was higher than normal, but the salary study was expected to elevate salaries so it was the opinion to budget in a higher COLA now. A 3% employer 401k was listed at \$1,046,953. Step increases were budgeted at \$698,593. Merit pay was unchanged from other years. The Dare schools had a \$2.6 million fund balance and it had been discussed to fund a \$500 teacher supplement to help get on track with other areas (\$250,000). C&D tipping fees did not cover the cost of operations. The county had tried to bid it out and found no one could touch current costs. If the tipping fees were raised to cover the cost, then the C&D tipping fees would exceed the sanitation fund cost. There were three communicator positions (\$242,210) and increased Sheriff Department expenses totaling \$122,550.

Mr. Outten reviewed 2022 revenues. There would be no increase in the property tax rate. Other factors affecting the budget included the delivery lead times for new ambulances and sanitation trucks. The budget document would include a vehicle replacement for ambulances and sanitation trucks. There would be a capital project ordinance to include both FY23 and FY24 vehicles so they could be ordered but not received or delivered prior to July 1, 2023.

Dare County All 2023 Manager's Budgets were reviewed by Mr. Outten with the Board. He went line by line of the budget requests from each department and the 2023 Manager's changes. Several departments such as finance, grounds and maintenance, communications, EMS, transportation and the DHHS had increased budgets due to additional positions being added.

**Meeting recessed at 10:44 a.m. and reconvened at 10:53 a.m.**

- b. Capital Improvement Plan: The 2023 – 2027 CIP and Capital Investment Fund expenditures were highlighted to include: \$10 million placeholder for COA expenditure project had been moved to 2035, Dare MedFlight changed to Airbus H Care program, and changing the Dare County Schools CIP future years' escalation from 3% to 5%.

The upgrades to the parks and recreation buildings had come in at \$24.9 million from Oakley Collier. Commissioner Bateman mentioned there was a group who wanted artificial turf on every playing field. Short discussion followed and Mr. Outten noted the county had aged facilities that needed work to get them up to speed. The demand for fields exceeded our capacity for fields. Chairman Woodard added soccer plays all four seasons and suggested a parks and recreation study be done to determine what the future recreation needs of the county would be so we could plan accordingly. The County Manager would also look into putting in lights at First Flight playing field.

The group reviewed the expanded CIP 2023 Recommended Projects which included new requests for public works equipment, jail renovations and the Manteo Masonic Lodge remodel/replacement. The Financial Model for Capital Investment Fund provided the financial summary for the CIP from 2023 – 2027 with graphs of debt service, risk and yearly expenditures by type.

c. Solid Waste:

i. Sanitation Fund – Raftelis Financial Consulting had run a model and there are two options. A large rate increase (like 4-6% which would be a 5 cent increase per household added to ad valorem) or smaller increases each year i.e. 1% a year. This would only affect unincorporated Dare County.

ii. C and D Fund – It is costing more to dispose of the C and D than the rate will cover. Bidders cannot meet our current cost. Raftelis recommended model includes \$400,000/year from General Fund, a 3% annual tipping fee increase and \$50,000/year for landfill closure liability.

d. Water Fund: There was no real change and the group discussed rates and trends. Mr. Clawson pointed out the Cape Hatteras water line replacement from Avon to Buxton would be funded in 2023 (\$1,000,000)

**At noon the group took a lunch break and reconvened at 12:16 p.m.**

3. Workplace Improvement Discussion: Mr. Outten and Mrs. Reilly had met with every department head to open discussion about how to improve the county's workplace. He shared the many requests from salary issues, benefit changes and scheduling.

a. Salary issues: The county was currently having a salary study performed, which when completed would offer additional insight. He offered if only a few suggestions could be implemented then some priorities could be set. Five percent had been set aside in the recommended budget for a cost of living allowance. As to 401k, it was recommended to reinstate the program at 3% for everyone which was estimated at \$1,046,953 a year. A Step Plan was discussed, however, it was recommended not to fund it until the salary study had been completed. Staff had also asked for return of longevity. Mr. Outten explained it would cost \$435,000 to bring it back in and was not in the budget at this time.

b. Benefits: The Board had recently addresses several new changes to the health insurance plans with copay changes and the addition of a spouse category. As to leave, employees currently received twelve vacation days with equal sick days. One suggestion was to add some personal days. After brief discussion it was the consensus of the Board to add three additional personal days.

**The meeting recessed at 1:10 p.m. and resumed at 1:14 p.m.**

c. Other:

i. Flex schedule. Mr. Outten offered many staff suggested remote work, flex hours, and a four-day work week. Remote work had been done and worked pretty well with the county. It was proposed a combination of

all three in some departments may be possible. If a four-day work week was offered, the employees would not be permitted to have the same day off each week.

- ii. Team building by department and county-wide was discussed with a proposed \$30,000 set aside for each year.
- iii. Ongoing employee surveys would be scheduled from time to time.
- iv. Childcare assistance was discussed briefly and consensus was it would be difficult to accomplish.

4. Monthly meeting schedule: After a brief discussion, the Board agreed to have one Board meeting a month beginning with the new fiscal year. All meetings would begin at 9:00 a.m.

Commissioner Couch mentioned Rodanthe, Waves and Salvo were growing and needed a County building which could provide direct services like the Sheriff’s office. Mr. Outten stated he would have some discussion with department heads to see if their capability of deliver services would change if a building was put there.

**MOTION:**

Commissioner Tobin motioned to adjourn the meeting.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

At 2:17 p.m., the Dare County Board of Commissioners adjourned the Special Meeting Budget Workshop.

Respectfully submitted,

[SEAL]

By: \_\_\_\_\_  
Cheryl C. Anby, Clerk to the Board

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





*Public Works / Bulk Fuel*

**Description**

The price of fuel has increased over the past fiscal year and particularly over the last 2 months. Increasing the bulk fuel revenue and expenditures will enable Dare County to purchase fuel for the rest of the fiscal year.

**Board Action Requested**

Approve and sign budget amendment

**Item Presenter**

Shanna Fullmer, Public Works Director

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# **DARE COUNTY**

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## **BUDGET AMENDMENT**

**F/Y 2021-2022**

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department:</u> Fleet Maintenance					
<u>Revenues:</u>					
Fuel Reimbursement	464886	444602		141,000	
 <u>Expenditures:</u>					
Fleet Fuel	464886	516200		141,000	

**Explanation:**

Increase bulk fuel revenue and expenditures to compensate for the fuel price increase that has taken place.

**Approved by:**

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

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

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

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

(sign in red)

*Finance only:*

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



*Register of Deeds - Wide Format Printer/Scanner*

**Description**

The wide format scanner / printer is no longer working. It is obsolete and the repairs would cost more than leasing a new scanner.

**Board Action Requested**

Take appropriate action

**Item Presenter**

Cheryl House, Register of Deeds





*Tax Collector's Report*

**Description**

April 2022 Releases over \$100  
April 2022 Refunds over \$100  
April 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:** April

**DATE RANGE:** 4/1/2022 - 4/30/2022

**SUBMITTED**

Becky Huff

Taxpayer Name	Parcel#	Year	Reason	Value Released	Tax Released
MOORE, GREGORY P II	937279000	2021	Boat sold	-22,803.00	-170.11
TALBOTT, CURTIS	938001000	2021	Boat sold	-58,943.00	-341.77
5415 OBX LLC	977832000	2021	Business closed	-189,844.00	-1,328.77
A & C WATERSPORTS	984415000	2021	Business closed	-96,337.00	<u>-641.12</u>
				<b>Total Tax Released:</b>	<b>-2,481.77</b>

# Refund Report for REAL ESTATE and PERSONAL PROPERTY

(Refunds over \$100.00 )

**MONTH:** April      **Date Range:** 4/1/2022 - 4/30/2022      **SUBMITTED BY:** Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Refund Amount
GALLOP, DEBRA L	023537002	2019	Overpayment	-219.76
SMITH, DIXIE RAY	962707000	2020	Boats Sold	-199.20
TAXPAYER	7192	2020	Overpayment	-168.72
TAXPAYER	7192	2020	Overpayment	-294.90
TAXPAYER	7192	2020	Overpayment	-732.90
TAXPAYER	7231	2020	Overpayment	-168.42
TAXPAYER	7192	2020	Overpayment	-488.76
TAXPAYER	7231	2020	Overpayment	-506.64
TAXPAYER	7686	2020	Overpayment	-169.83
JONES, JAMES E JR	002205000	2021	Overpayment	-2,208.07
COUNCILL, JEAN FARR	004217000	2021	Overpayment	-480.00
LAND, RICHARD W TTEE	004861000	2021	Overpayment	-241.37
FIRST NATIONAL BANK OF PENNSYLVANIA	005717000	2021	Overpayment	-3,778.42
MORTON, BRIAN	007970017	2021	Overpayment	-1,842.35
DOMINIJANNI, JOSEPH	009573000	2021	Overpayment	-2,239.50
STARK, DAVID G	009615000	2021	Overpayment	-507.50
ERICKSON, DAVID K	012812000	2021	Overpayment	-175.00
THE SLICK OBX HOLDINGS LLC	012821082	2021	Overpayment	-749.16
MATA, JUAN CARLOS	015196000	2021	Overpayment	-654.24
FIRST NATIONAL BANK OF PENNSYLVANIA	015464000	2021	Overpayment	-3,718.23
GIZZI, LEO ROBERT	020037000	2021	Overpayment	-641.90
FIRST NATIONAL BANK OF PENNSYLVANIA	022797000	2021	Overpayment	-886.78
TWIFORD, WILLIAM B JR	024264000	2021	Overpayment	-190.52
MANNING, WILLIS C	024284000	2021	Overpayment	-553.77
COUNCIL, ANDERSON	024626000	2021	Overpayment	-158.13
HAMSON, CHRISTIAN	027044024	2021	Overpayment	-2,411.03
LINTON, DAVID	027249025	2021	Overpayment	-106.17
WHITE, LINDSEY L	027839098	2021	Overpayment	-901.13
WILLIS NAGS HEAD, LLC	028051000	2021	Overpayment	-115.40
WALSH, PATRICK	031133000	2021	Overpayment	-1,546.14
OWENS, TOM P SR	936554000	2021	Overpayment	-198.43
DIDDLEMEYER, LAWRENCE F	936669000	2021	Duplicate Bill	-124.96
HICKS MARINE AND FISHERIES LLC	937511000	2021	Boat sold	-225.68
BALLENGER, BRYAN	938239000	2021	Overpayment	-206.63
SMITH, DIXIE RAY	962707000	2021	Boats Sold	-199.65
TAXPAYER	7192	2021	Overpayment	-439.74

# Refund Report for REAL ESTATE and PERSONAL PROPERTY

(Refunds over \$100.00)

MONTH: April

Date Range: 4/1/2022 - 4/30/2022

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Refund Amount
TAXPAYER	7192	2021	Overpayment	-586.32
TAXPAYER	7192	2021	Overpayment	-562.08
				<u>-29,597.43</u>





# North Carolina Vehicle Tax System

## NCVTS Pending Refund report

April 2022

Payee Name	Address 1	Address 3	Tax Jurisdiction	Change	Interest Change	Total Change	
BENTON, CINDY TAYLOR	4625 TAMARACK DR	KITTY HAWK, NC 27949	C99	(\$77.83)	\$0.00	(\$77.83)	
			T08	(\$51.50)	\$0.00	(\$51.50)	
			T08BN	(\$6.80)	\$0.00	(\$6.80)	
					<b>Refund</b>	<b>\$136.13</b>	
FAWCETT, JASON ROGER	4235 SLEEPY HOLE RD	SUFFOLK, VA 23435	C99	(\$167.45)	\$0.00	(\$167.45)	
			T07	(\$133.79)	\$0.00	(\$133.79)	
					<b>Refund</b>	<b>\$301.24</b>	
HARVEY, KATHRYN ANNE ERSKINE	111 CRESTWOOD COURT	KITTY HAWK, NC 27949	C99	(\$95.44)	\$0.00	(\$95.44)	
			T08	(\$63.15)	\$0.00	(\$63.15)	
			T08BN	(\$8.34)	\$0.00	(\$8.34)	
					<b>Refund</b>	<b>\$166.93</b>	
JONES, RAY ANDREW	2303 BAY DR	KILL DEVIL HILLS, NC 27948	C99	(\$99.52)	\$0.00	(\$99.52)	
			T07	(\$79.52)	\$0.00	(\$79.52)	
					<b>Refund</b>	<b>\$179.04</b>	
SIVALINGAM, SHIVAN	3870 SHELLMARR LN	BLOOMFIELD HILLS, MI 48302	C99	(\$229.09)	\$0.00	(\$229.09)	
			T07	(\$183.04)	\$0.00	(\$183.04)	
					<b>Refund</b>	<b>\$412.13</b>	
TAVES, ZACHARY HARRIS	60 OCEAN BLVD	SOUTHRN SHORES, NC 27949	C99	(\$306.55)	\$0.00	(\$306.55)	
			T20	(\$149.87)	\$0.00	(\$149.87)	
			T20BN	(\$30.62)	\$0.00	(\$30.62)	
			T20MSD2	(\$22.96)	\$0.00	(\$22.96)	
					<b>Refund</b>	<b>\$510.00</b>	
						<b>Refund Total</b>	<b>\$1705.47</b>



*Dominion Energy - Easement*

**Description**

See attached. Dominion requests an easement in order to move overhead wires underground. The location is along the highway in front of Kitty Hawk Park.

**Board Action Requested**

Take appropriate action

**Item Presenter**

Dominion Energy



# Right of Way Agreement

THIS RIGHT OF WAY AGREEMENT, is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_ and \_\_\_\_\_ between DARE COUNTY, A NORTH CAROLINA BODY POLITIC, ("GRANTOR") and VIRGINIA ELECTRIC AND POWER COMPANY, a Virginia public service corporation, doing business in North Carolina as Dominion Energy North Carolina, with its principal office in Richmond, Virginia ("GRANTEE").

**WITNESSETH:**

1. That for and in consideration of the mutual covenants and agreement herein contained and other good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, **GRANTOR** grants and conveys unto **GRANTEE**, its successors and assigns, the perpetual right, privilege and exclusive easement over, under, through, upon and across the property described herein, for the purpose of transmitting and distributing electric power by one or more circuits; for its own internal telephone and other internal communication purposes directly related to or incidental to the generation, distribution, and transmission of electricity; for fiber optic cables, wires, attachments, and other transmission facilities, and all equipment, accessories and appurtenances desirable in connection therewith, for the purpose of transmitting voice, text, data, internet services, and other communications services, including the wires and attachments of third parties; and for lighting purposes; including but not limited to the rights:

**Initials:** \_\_\_\_\_

**This Document Prepared by Virginia Electric and Power Company and should be returned to:** Dominion Energy North Carolina, 5300 The Woods Road, Kitty Hawk, NC 27494 .

(Page 1 of 5 Pages)  
DENCIDNo(s). 18-22-0239

Form No. 721043-1 (Oct 2021)  
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## Right of Way Agreement

1.1 to lay, construct, operate and maintain one or more lines of underground conduits and cables including, without limitation, one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time determine, and all wires, conduits, cables, transformers, transformer enclosures, concrete pads, manholes, handholes, connection boxes, accessories and appurtenances desirable in connection therewith; the width of said easement shall extend FIFTEEN (15) feet in width across the lands of **GRANTOR**; and

1.2 to construct, operate and maintain a pole line including, without limitation, all wires, poles, attachments, ground connections one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time deem advisable, equipment, accessories and appurtenances desirable in connection therewith, including the right to increase or decrease the number of wires; the width of said easement shall extend FIFTEEN (15) feet in width across the lands of **GRANTOR**.

1.3 to apportion, lease, or license the voice, text, data, internet service, and other communications rights herein in whole or in part to third parties as may be useful or practical, including the rights to transmit third party data and the right to apportion, lease, or license surplus communications capacity to third parties for the exercise of such rights.

2. The easement granted herein shall extend across the lands of **GRANTOR** situated in KITTY HAWK, North Carolina, as more fully described on Plat(s) Numbered 18-22-0239, attached to and made a part of this Right of Way Agreement; the location of the boundaries of said easement being shown in broken lines on said Plat(s), reference being made thereto for a more particular description thereof.

3. All facilities constructed hereunder shall remain the property of **GRANTEE**. **GRANTEE** shall have the right to inspect, reconstruct, remove, repair, improve, relocate on the easement, and make such changes, alterations, substitutions, additions to or extensions of its facilities as **GRANTEE** may from time to time deem advisable.

4. **GRANTEE** shall have the right to keep the easement clear of all buildings, structures, trees, roots, undergrowth and other obstructions which would interfere with its exercise of the rights granted hereunder, including, without limitation, the right to trim, top, retrim, retop, cut and keep clear any trees or brush inside and outside the boundaries of the easement that may endanger the safe and proper operation of its facilities. All trees and limbs cut by **GRANTEE** shall remain the property of **GRANTOR**.

5. For the purpose of exercising the right granted herein, **GRANTEE** shall have the right of ingress to and egress from this easement over such private roads as may now or hereafter exist on the property of **GRANTOR**. The right, however, is reserved to **GRANTOR** to shift, relocate, close or abandon such private roads at any time. If there are no public or private roads reasonably convenient to the easement, **GRANTEE** shall have such right of ingress and egress over the lands of **GRANTOR** adjacent to the easement. **GRANTEE** shall exercise such rights in such manner as shall occasion the least practicable damage and inconvenience to **GRANTOR**.

Initials: \_\_\_\_\_

(Page 2 of 5 Pages)

DENCIDNo(s). 18-22-0239

Form No. 721043-2 (Oct 2021)

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## Right of Way Agreement

6. **GRANTEE** shall repair damage to roads, fences, or other improvements (a) inside the boundaries of the easement (subject, however, to **GRANTEE**'s rights set forth in Paragraph 4 of this Right of Way Agreement) and (b) outside the boundaries of the easement and shall repair or pay **GRANTOR**, at **GRANTEE**'s option, for other damage done to **GRANTOR**'s property inside the boundaries of the easement (subject, however, to **GRANTEE**'s rights set forth in Paragraph 4 of this Right of Way Agreement) and outside the boundaries of the easement caused by **GRANTEE** in the process of the construction, inspection, and maintenance of **GRANTEE**'s facilities, or in the exercise of its right of ingress and egress; provided **GRANTOR** gives written notice thereof to **GRANTEE** within sixty (60) days after such damage occurs.

7. **GRANTOR**, its successors and assigns, may use the easement for any reasonable purpose not inconsistent with the rights hereby granted, provided such use does not interfere with **GRANTEE**'s exercise of any of its rights hereunder. **GRANTOR** shall not have the right to construct any building, structure, or other above ground obstruction on the easement; provided, however, **GRANTOR** may construct on the easement fences, landscaping (subject, however, to **GRANTEE**'s rights in Paragraph 4 of this Right of Way Agreement), paving, sidewalks, curbing, gutters, street signs, and below ground obstructions as long as said fences, landscaping, paving, sidewalks, curbing, gutters, street signs, and below ground obstructions do not interfere with **GRANTEE**'s exercise of any of its rights granted hereunder. In the event such use does interfere with **GRANTEE**'s exercise of any of its rights granted hereunder, **GRANTEE** may, in its reasonable discretion, relocate such of its facilities as may be practicable to a new site designated by **GRANTOR** and acceptable to **GRANTEE**. In the event any such facilities are so relocated, **GRANTOR** shall reimburse **GRANTEE** for the cost thereof and convey to **GRANTEE** an equivalent easement at the new site.

### 8. **GRANTEE'S**

right to assign or transfer its rights, privileges and easements, as granted herein, shall be strictly limited to the assignment or transfer of such rights, privileges and easements to any business which lawfully assumes any or all of **GRANTEE'S** obligations as a public service company or such other obligations as may be related to or incidental to **GRANTEE'S** stated business purpose as a public service company; and any such business to which such rights, privileges and easements may be assigned shall be bound by all of the terms, conditions and restrictions set forth herein.

9. If there is an Exhibit A attached hereto, then the easement granted hereby shall additionally be subject to all terms and conditions contained therein provided said Exhibit A is executed by **GRANTOR** contemporaneously herewith and is recorded with and as a part of this Right of Way Agreement.

10. Whenever the context of this Right of Way Agreement so requires, the singular number shall mean the plural and the plural the singular.

**Initials:** \_\_\_\_\_

(Page 3 of 5 Pages)

DENCIDNo(s). 18-22-0239

Form No. 721043-3 (Oct 2021)

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# Right of Way Agreement

11. **GRANTOR** covenants that it is seised of and has the right to convey this easement and the rights and privileges granted hereunder; that **GRANTEE** shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges; and that **GRANTOR** shall execute such further assurances thereof as may be reasonably required.

12. The individual executing this Right of Way Agreement on behalf of **GRANTOR** warrants that they have been duly authorized to execute this easement on behalf of said County.

**IN WITNESS WHEREOF, GRANTOR** has caused its name to be signed hereto by authorized officer or agent, described below, on the date first above written.

APPROVED AS TO FORM:

COUNTY OF DARE

By:

\_\_\_\_\_

\_\_\_\_\_

(Name)

Title:

\_\_\_\_\_

(Title)

State of \_\_\_\_\_

County of \_\_\_\_\_, to-wit:

I, \_\_\_\_\_, a Notary Public in and for the State of \_\_\_\_\_ at Large, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid

\_\_\_\_\_, \_\_\_\_\_,  
(Name of officer or agent) (Title of officer or agent)

on behalf of DARE County, North Carolina, whose name is signed to the foregoing writing dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and acknowledged the same before me.

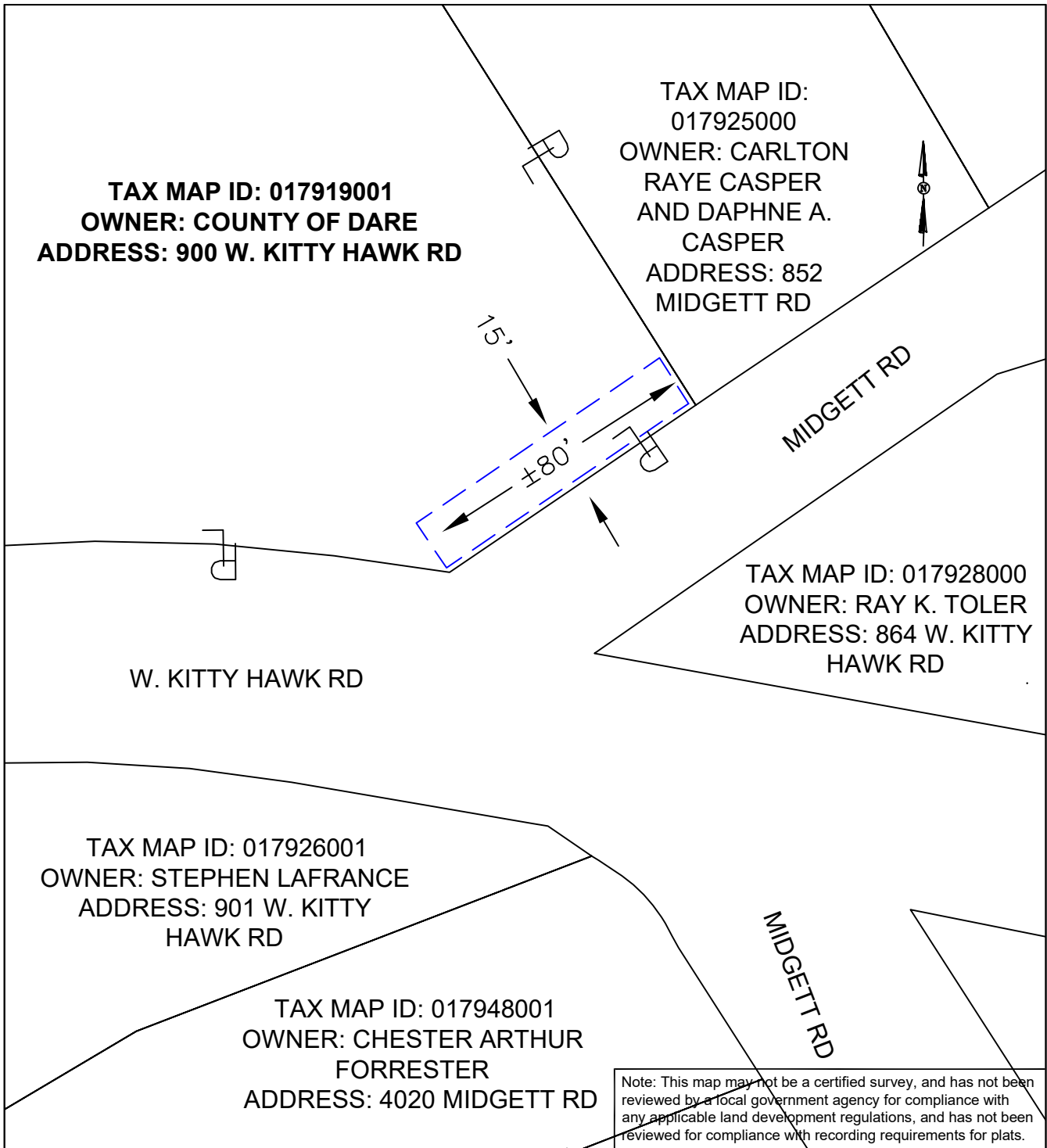
Given under my hand \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public (Print Name)

\_\_\_\_\_  
Notary Public (Signature)

My Commission Expires: \_\_\_\_\_

(Page 4 of 5 Pages)



<b>LEGEND</b> Location of Boundary Lines of Right-of-Way 15' in Width. Indicates Property Line is Right-of-Way Boundary 15' in Width.	District <b>OUTER BANKS</b>	Scale NTS	<b>PLAT TO ACCOMPANY</b> <b>RIGHT-OF-WAY AGREEMENT</b> VIRGINIA ELECTRIC AND POWER COMPANY doing business as <b>Dominion Energy North Carolina</b>	
	District-Township-Borough County-City State TOWN OF KITTY HAWK DARE NC	Plat Number 18-22-0239		UG
	Office EASTERN	Grid Number Q1827WB9800		
	Estimate Number 10490324			Page 03 of 03
DATE 04.07.2022	BY SBT	OWNER INITIALS _____		



*Board Appointments*

**Description**

The following Boards have appointments this month:

- |   |  |
|---|--|
| 1. Juvenile Crime Prevention Council                  | 2. Manns Harbor Community Center         |
| 3. Hatteras Community Center                          | 4. Rodanthe/Waves/Salvo Community Center |
| 5. Commission for Working Watermen                    | 6. Dare County Waterways Commission      |
| 7. Dare County Transportation Advisory Board          | 8. Fessenden Center Advisory Board       |
| 9. Roanoke Island Community Center Board              |  |
| 10. Upcoming Board Appointments for next three months |  |

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager





*Juvenile Crime Prevention Council*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

May, 2022

**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 following terms expire in June, 2022:**

**Marsha Riibner-Cady, Jennifer Alexander, Stephen Wescott, Tim White and  
Melinda Mogowski**

**The Council recommends their reappointment for another term.**

**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)	6/22	Apptd. 1/99 Reapptd. 1/01,03, 10/04,06,08, 6/10 12, 14, 16, 18, 20
Stephen Wescott P.O. Box 2148 Manteo, NC 27954 252-216-6358 (Member of Faith Community)	6/22	Apptd. 11/11 Reapptd. 6/12,14,16 6/18, 20
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)	6/22	Apptd. 1/19 Reapptd. 6/20
Vacant (Student Representative)		
Heather Chavez 192 Colingwood Lane Kill Devil Hills, NC 27948 252-216-6074 hchavez@ob hotline.org (Rep. United Way/other Non-profit)	4/24	Apptd. 3/22
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
<b>Tim White</b> P.O. Box 1000 Manteo, NC 27954 252-475-5916 (Director, Parks & Rec.)	6/22	Apptd. 6/08 Reapptd.6/10,12,14,16 6/18, 20
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
<b>Marsha Riibner-Cady</b> 103 Weir Point Drive Manteo, NC 27954 252-473-3094 (At Large)	6/22	Apptd. 6/10 Reapptd. 6/12,14,16 6/18, 20
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.

**REVISED 3/22**



*Manns Harbor Community Center*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

May 2022

**MANN'S HARBOR COMMUNITY CENTER BOARD**

(Two-Year Term)

The Manns Harbor Community Center Board manages and is responsible for upgrading of the community building.

The following terms expire in June, 2022:

**Clyde Gard and Bonny Sawyer**

**They would both like to be reappointed for another term.**

**There are no applications on file.**

Other Members:  
See attached list



**MANN'S HARBOR COMMUNITY CENTER**

(Two Year Term)

**This Board operates and maintains the community center facility and amenities for the use and benefit of Manns Harbor residents.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Jennifer Gilbert 7818 Shipyard Road Manns Harbor, NC 27953 252-207-3608 Jlovn1979@yahoo.com	6-23	Apptd. 6/19 Reapptd. 6/21
Bett Beasley P.O. Box 56 Manns Harbor, NC 27953 473-3217	6-23	Apptd. 8/11 Reapptd. 6/13,15,17, 19,21
<b>Clyde Gard</b> P.O. Box 355 Manns Harbor, NC 27953 473-3228	<b>6-22</b>	<b>Apptd. 2/00</b> Reapptd. 6/01 Reapptd 6/04,06,08,10 12,14,16,18, 20
Vickie Craddock, Pres. P.O. Box 159 Manns Harbor, NC 27953 252-423-1164 vecraddock@yahoo.com	6-23	Apptd. 1/99 Reapptd. 6/99, 6/01, 03,05,07,09,11 13,15,17,19,21
<b>Bonny Sawyer</b> 5902 Hwy 64 Manns Harbor, NC 27953 473-3038	<b>6-22</b>	<b>Apptd. 6/99</b> Reapptd. 6/01, 6/04, 6/06 Reapptd 8,10,12,14,16,18, 6/20

**NOTES:**

MEETING DATE: (Quarterly/Manns Harbor Community Center)

Richard Burke replaced Robin Gard 8/89.

W.R. Beasley replaced Edward White.

Lori Hux replaced Janet Craddock 7/91.

Crystal Mann replaced Bobby Beasley 9/93.

Joann Ball filled unexpired term of Debbie Tillett 4/95.

Timmy Midgett filled unexpired term of Richard Burke 4/95.

Rollins Tillett, Jr. filled unexpired term of Crystal Sidwell 10/97.

Darlene Craddock appointed to fill unexpired term of Darlene Gard 1/99.

Vickie Craddock appointed to fill unexpired term of Timmy Midgett 1/99.

Bonny Sawyer replaced Joann Ball 6/99

Dropped from 6 members to 5 members 6/99. \*(Member dropped was Lori Ann Gibbs who moved to Manteo.)

Clyde Gard appointed to fill unexpired term of Rollins Tillett, Jr. 2/00.

Rodney Ballance appointed to fill unexpired term of Darlene Craddock 8/01.

Clyde Gard and Bonny Sawyer's terms extended one year so everyone's terms would be staggered and not expire at the same time.

Bett Beasley replaced Harry Mann 8/11.

Jennifer Gilbert filled the term of Rodney Ballance who died. 6/19

**REVISED 6/21**



*Hatteras Community Center*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

**HATTERAS COMMUNITY CENTER BOARD**

(Two Year Term)

**The following terms expire June 2022:**

**Laura C. Young**

(Current Term 6/20 – 6/22)

(Originally Apptd. 06/18)

**Rom Whitaker**

(Current Term 06/20 – 6/22)

(Originally Apptd. 03/03)

**BOTH WISH TO BE REAPPOINTED FOR ANOTHER TERM**

There are no applications on file.

Other Members:

See attached list

**HATTERAS COMMUNITY CENTER**  
(Two Year Term)

**This board operates and maintains the Hatteras Community Center.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
George Banks P.O. Box 367 Hatteras, NC 27943 986-2709 (H) 475-0297 (Cell)	6-23	Apptd. 6/97 Reapptd. 6/17, 6/19 5/21
Dennis Robinson P.O. Box 62 Hatteras, NC 27943 475-4388 (H) 986-6335 (O)	6-23	Reapptd. 6/17, 6/19 5/21
<b>Laura C. Young</b> P.O. Box 573 Hatteras, NC 27943 986-2568 (H) 986-2398 (W) Youngs_research@yahoo.com	<b>6-22</b>	<b>Apptd. 6/18</b> Reapptd. 6/20
Jeff Oden P.O. Box 374 Hatteras, NC 27943 slshcrkwtrwks@aol.com	6-23	Apptd. 3/21 Reapptd. 5/21
<b>Rom Whitaker</b> P.O. Box 151 Hatteras, NC 27943 986-1032	<b>6-22</b>	<b>Apptd. 3/03</b> Reapptd. 7/04,06,08,10, 12,14,16,18

**NOTES:**

Meeting Date: 3<sup>rd</sup> Wednesday, each month - Board 7:30 p.m.  
General meeting quarterly – July 8:30 p.m.

Richard A. Midgett replaced Gary Austin 6/93.  
Raymond Willis replaced Belinda Willis 7/95.  
Ricki Shepherd appointed to fill unexpired term of Cora Simmons 10/96.  
Shanklin Peele Jr. appointed to fill unexpired term of Bert Austin 1/97.  
Ernie Foster, Jr. replaced Raymond Willis 6/97.  
Rom Whitaker appointed to fill unexpired term of Shanklin Peele Jr. 3/03.  
Richard Midgett apptd. for one year 6/03 in order to stagger terms.  
George Banks and Dennis Robinson replaced Ernie Foster, Jr. and Geraldine Farrow 6/15.  
Laura Young replaced Richard Midgett 6/18, Jeff Oden replaced Ricki Shepherd to serve unexpired term 3/21, George Banks, Dennis Robinson & Jeff Ogden reappointed for another term on 5/21.

**REVISED 5/21**



*Rodanthe-Waves-Salvo Community Center*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

May, 2022

**RODANTHE-WAVES-SALVO COMMUNITY CENTER**

(Three Year Term)

The term for the following member expires next month:

**Cheryl Blankenship**

(Current Term 06/20-06/22)

(Originally Apptd. 03/21 to fill unexpired term of Joey O'Neal)

**Cheryl Blankenship would like to be reappointed.**

There are no other applications on file.

Other Members:

See attached list

**RODANTHE-WAVES-SALVO COMMUNITY CENTER**

(Three year Term)

**This Board operates and maintains the Rodanthe, Waves, Salvo Community Center facility and amenities for the use and benefit of all members of the villages.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Susan Gray P.O. Box 135 Rodanthe, NC 27968 252-987-2502	6-24	Apptd. 6/00 Reapptd. 6/03,06,09,12,15,18 21
<b>Cheryl Blankenship</b> 238 NC Hwy 12 Rodanthe, NC 27968 252-449-8122	<b>6-22</b>	<b>Apptd. 3/21</b>
J.W. Kierzkowski, Ch. P.O. Box 55 Salvo, NC 27972 252-987-2218	6-24	Apptd. 6/88 Reapptd. 90,92,94,97,00,03 06,09,12,15,18, 21
Jason Brian Heilig 24229 Sea Sound Road PO Box 156 Rodanthe, NC 27968 252-599-2340 (H) 252-987-2412 (O) rodanthesurfshop@gmail.com	11-24	Apptd. 11/18 Reapptd. 10/21
Roberta Midgett P.O. Box 38 Salvo, NC 27972 473-8226 (H) 995-7646 (O)	11-24	Apptd. 9-09 Reapptd. 11-09,12,15,18, 21

**NOTES:**

MEETING DATE: 4<sup>th</sup> Monday of every month – 7:30 p.m.

Claude Howard replaced Don Edwards 2/92  
Joey O'Neal replaced James Shimpach 6/93  
Joey Midgett replaced Rudy Gray 6/94  
Terms were changed to 3 years in 6/96  
Ken Wenberg replaced Joey Midgett 6/97  
Susan Gray replaced Ken Wenberg 6/00.  
Roberta Midgett filled unexpired term of Claude Howard 9/09.  
Stephen Ryan replaced Lovie Midgett 11/12  
Jason Brian Heilig replaced Stephen Ryan 11/18  
Joey O'Neal reappointed 6/19  
Cheryl Blankenship apptd. to fill unexpired term of Joey O'Neal 3/21  
Jason Heilig and Roberta Midgett reappointed 10/21

**REVISED 10/21**



*Commission for Working Watermen*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager



May, 2022

**BOARD APPOINTMENTS**

**DARE COUNTY COMMISSION FOR WORKING WATERMEN**

The following term expires in May:

**Amanda Hooper Walters**  
(Commercial Fisherman  
(Current Term 5/19 – 5/22)  
(Originally Apptd. 5/19)

**Joe J. Vandyke**  
(Commercial Fisherman)  
(Current Term 5/19 – 5/22)  
(Originally Apptd. 5/19)

**Both would like to be reappointed.**

**There are no applications on file.**

Other Members:  
See attached list

## COMMISSION FOR WORKING WATERMEN

(Staggered Terms)

(Charter Boat Captain 2yr, Commercial Fisherman 3yr, Fish House Dealer 3yr and Chairman 2yr)

This Commission works to protect and enhance the commercial fishing industry in Dare County. The Commission monitors and advises the Dare County Board of Commissioners regarding pending or proposed laws, rules, regulations, fishery management plans and coastal habitat plans, as they relate to commercial fishing in the County.

<b><u>MEMBERS</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Jamie Reibel (Charter Boat Captain) 305 Sir Walter Raleigh St. Manteo, NC 27954 252-473-8051 <a href="mailto:phideaux@charter.net">phideaux@charter.net</a>	1/23	Apptd. 1/19 Reapptd. 1/21
Joe Wilson (Commercial Fisherman) 379 ER Daniels Road Wanchese, NC 27981 252-473-1235	1/23	Apptd. 1/19 Reapptd. 1/20
(Non-Voting Science Advisor) vacant		
Dewey Hemilright (Commercial Fisherman) P.O. Box 667 Wanchese, NC 27981 252-473-0135 <a href="mailto:fvtarbaby@embarqmail.com">fvtarbaby@embarqmail.com</a>	1/23	Apptd. 1/19 Reapptd. 1/20
Steve House, Chairman (Commissioner Rep.) 288 N. Dogwood Trail P.O. Box 1093 Southern Shores, NC 27949 252-216-8985 <a href="mailto:Steve.house@darenc.com">Steve.house@darenc.com</a>	1/23	Apptd. 1/19 Reapptd. 1/21
Alana Harrison (Fish House Dealer) P.O. Box 522 Hatteras, NC 27943 252-986-2039 <a href="mailto:Alanaharrison22@gmail.com">Alanaharrison22@gmail.com</a>	3/25	Appt. 3/19 Reapptd. 2/22

Amanda Hooper Walters 5/22 Appt. 5/19  
(Commercial Fisherman)  
1202 9<sup>th</sup> Avenue  
Kill Devil Hills, NC 27948  
252-202-9923  
[Manda.hooper@icloud.com](mailto:Manda.hooper@icloud.com)

Joey J. Vandyke 5/22 Appt. 5/19  
(Commercial Fisherman)  
52084 Piney Ridge Road  
Frisco, NC 27936  
252-475-0402  
[captjoeyvandyke@gmail.com](mailto:captjoeyvandyke@gmail.com)

**Notes:** The creation date and appointment of members is 5/19/08. Terms are staggered running from 6/1 – 6/30. The Chair is appointed every year in December.

At the request of Commissioner Steve House, the Board voted to approve the following items related to the reorganization of the Commission for Working Watermen: Amend the Bylaws to add a non-voting Science Seat; Amend the Bylaws to meet quarterly and as needed, instead of monthly; Amended the Bylaws to establish a quorum with four members instead of five.

Appoint Commissioner Steve House as Chairman of the group with a 2-year term.

Appoint Reibel (Charter Boat Captain) with a 2-year term; Appoint Joe Wilson (Commercial Fisherman) with a 1 year term; Appoint Dewey Hemilright (Commercial Fisherman) with a 1-year term; Appoint Sara Mirabilio to the non-voting Science Advisory seat with a 3-year term.

**The Board of Commissioners was informed that the following appointments would be made at a future meeting:** Fish House Dealer with a 3-year term, Commercial Fisherman with a 3-year term  
Commercial Fisherman with a 3-year term

**Updated 02/22**



*Dare County Waterways Commission*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

May, 2022

**DARE COUNTY WATERWAYS COMMISSION**

(Two Year Term)

**This commission promotes the Oregon Inlet Jetty Project, the Hatteras Inlet Project and oversees County dredging projects and waterways related issues.**

**The terms of Danny Couch, Ernie Foster, Natalie Perry Kavanagh and Steve Coulter expire in June.**

**They are all agreeable to reappointment**

Other Members:  
See attached list

**DARE COUNTY WATERWAYS COMMISSION**

(Two Year Term)

**This Commission promotes the Oregon Inlet Jetty Project, the Hatteras Inlet Project and oversees County dredging projects and waterways related issues.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Danny Couch P.O. Box 1001 Buxton, NC 27920 995-5671 (H) 216-7383 (Cell)	6-22	Apptd. 1/17 Reapptd. 6/18; 6/20
Ernie Foster P.O. Box 120 Hatteras, NC 27943 986-2515 (H)	6-22	Apptd. 2/08 Reapptd. 6/08,10,12,14 6/16,18, 20
Michael Flynn PO Box 276 Wanchese, NC 27981 609-462-4739 (H) 252-473-1607 (W) michaelf@nccoast.org	6-23	Apptd. 3/19 Reapptd. 6/19, 7/21
Natalie Perry Kavanagh P.O. Box 598 Frisco, NC 27936 252-996-0551 (H) 252-995-5366 (W) nataliesusanperry@hotmail.com	6-22	Apptd. 6/18 Reapptd. 6/20
Kenneth "KP" Scott III P.O. Box 361 Hatteras, NC 27943 252-986-2877 (H) 252-986-2365 natandkp@icloud.com	6-23	Apptd. 7/21
Kermit W. Skinner, Jr. 166 Cannon Trail Manteo, NC 27954 252-305-5501 (H) kermit122@charter.net	6-23	Apptd. 7/19 Reapptd 7/21
Steve Coulter P.O. Box 189 Hatteras, NC 27943 995-4832 (H)	6-22	Apptd. 3/16 Reapptd. 6/18; 6/20

NOTES:

**MEETING INFO:** Monthly, odd months in Manteo, even months in Buxton.

**CONTACT INFO:** Steve Coulter, Chairman  
Barton Grover, DCWC Clerk

**MEMBERS COMPENSATED:** Members - \$50 per meeting  
Chairman - \$75 per meeting

Robert Williams replaced Jim Bunch 6/91; Wayne Gray replaced John Blair 7/92.  
Barry Martin replaced Harry Schiffman 6/93; Ephraim O'Neal replaced Chris Costenbader 6/94.  
Floyd L. Basnight appointed to fill term of H.O. Golden 8/96.  
Billy Carl Tillett replaced Wayne Gray 8/96.  
Richard Johnson appointed to fill term of the late Robert Williams 1/97.  
Moon Tillett appointed chairman 1/97; Ron Tillett appointed to fill term of Richard Perkins 4/97.  
DCBC appointed Moon Tillett as Chairman, Glen Miller as Vice Chairman 6/97.  
Michael Davenport replaced Barry Martin 6/98; Ervin Farrow III replaced Glenn Miller 6/01.  
Lee Tugwell filled term of Moon Tillett 10/04.  
Warren Judge apptd. to fill term of Richard Johnson 6/05.  
Allen Burrus apptd. to fill unexpired term of Warren Judge 1/07.  
Robin Mann replaced Lee Tugwell and David May replaced Jerald Craddock 6/07.  
Ernie Foster filled unexpired term of Ephraim O'Neal 2/08.  
Jed Dixon replaced Robin Mann 12/11 (for term 6/11-6/13).  
Jim Tobin filled unexpired term of Richard Johnson 6/13.  
Danny Couch filled unexpired term of Jed Dixon 4/16; Holly White replaced Jim Tobin 6/16.  
Ronald Lowe appointed to replace Holly White who moved out of area 8/16.  
Dan Oden appointed to fill unexpired term of Arvin Midgett 8/16.

**OIWC membership was reduced to 9 members 6/3/02 (consent agenda)**  
**DCBC relinquished responsibility of appointing chairman and vice chairman to the OIWC effective 9/17/02.**

**OIWC membership reduced to 7 members 6/03.**

**DCBC added another member (Steve Coulter) for a two year term ending 6/18. (3/16)**

**\*\*\*Name changed to Dare County Waterways Commission 8/15/16\*\*\***

At the DCBC meeting on 1/3/17, Commissioner Danny Couch was moved from the At Large seat to the Commissioners seat. The At Large seat is vacant until a later appointment by the DCBC.  
Chuck Earley was appointed to fill at large seat 6/17; Chuck Earley resigned 1/18  
Natalie Perry Kavanagh replaced Ronald Lowe 6/18

**Chairman Woodard noted that with the previous resignation of Charles Earley, the Waterways Commission is now back to its proper composition of seven members 6/18**

Michael Flynn filled unexpired term of David May who resigned 3/19  
Kermit W. Skinner, Jr. appointed to fill unexpired term of Fletcher Willey who resigned 7/19  
Kenneth "KP" Scott, III appointed to replace Dan Oden 7/21

**7/21**



*Dare County Transportation Advisory Board*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager



May, 2022

**DARE COUNTY TRANSPORTATION ADVISORY BOARD**

(Four Year Term)

The terms of Brandi Bohanan, Chuck Lycett, Kenny Kee, Nessie Siler and Alex Chandler will expire in June, 2022.

The Advisory Board recommends the reappointment of Brandi Bohanan, Chuck Lycett, Nessie Siler and Alex Chandler for another term.

Kenny Kee does not wish to be reappointed.

The Transportation Advisory Board does not have a recommendation to fill the vacancy at this time.

Other Members: See attached list

**DARE COUNTY TRANSPORTATION ADVISORY BOARD**

(Staggered Terms/Four Year Term)

**The Dare County Transportation System is required by the State's Community Transportation Program to have a local Transportation Advisory Board. This Board is expected to maintain a minimum level of coordinated transportation service and to maintain ongoing communications as a means of seeking public involvement and ongoing administrative oversight.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
<b>Brandi Bohanan</b> P.O. Box 1000 Manteo, NC 27954 475-5635 Older Adult Services (Government Sector)	6-22	Apptd. 6/06 Reapptd. 6/10,14,18
<b>Chuck Lycett</b> P.O. Box 1000 Manteo, NC 27954 475-5526 Health & Human Services (Government Sector)	6-22	Apptd. 6/98 Reapptd. 7/02,06,10,14, 18
George Carver, Jr. 110 Scarborough Street Manteo, NC 27954 305-86-71 home Dareminoritycoalition1@gmail.com (Public Business Sector)	12-23	Apptd. 12/19
<b>Kenny Kee</b> 1101 E.R. Daniels Rd. Wanchese, NC 27981 480-3500 Dare County Career Center (Government Sector)	6-22	Apptd. 6/04 Reapptd.6/06,10,14,18
Mayte Hernandez-Beacham 233 Broadbay Drive Kill Devil Hills, NC 27948 252-441-1694 Ethnic Minority Rep (Human Services Sector)	10-23	Apptd. 10/19
<b>Nessie Siler</b> 146 Airport Rd. Manteo, NC 27954 473-3376 User with a Disability (Public/Business Sector)	6-22	Apptd. 6/14 Reapptd. 6/18

Ginny Zdanski 6/24 Apptd. 11/16  
P.O. Box 175 Reapptd. 6/20  
Manteo, NC 27954  
473-6316  
Human Service Agency  
(Human Services Sector)

Jim Tobin 6/23 Apptd. 1/19  
6951 Pecan Lane  
PO Box 243  
Manns Harbor, NC 27953  
Jim.tobin@darenc.com  
216.7732  
Dare County Commissioner  
(Government Sector)

Alex Chandler 6/22 Apptd. 6/18  
1229 Burnside Road  
Manteo, NC 27954  
216-6058 (H)  
473-3717 (W)  
chandleral@daretolearn.org  
Education Institution  
(Government Sector)

Stephanie Webb 3/26 Apptd. 3/22  
3808 Palmer Drive, Unit A  
Greenville, NC 27834  
[stephanie.webb@trilliumnc.org](mailto:stephanie.webb@trilliumnc.org)  
(Human Services Sector)

Amanda Hooper 2/25 Apptd. 2/21  
1202 9<sup>th</sup> Ave.  
Kill Devil Hills, NC 27948  
Manda.hooper@icloud.com  
(Public/Business Sector)

Lorenzo Foster 2/25 Appt. 2/21  
705 Swan Street  
Kill Devil Hills, NC 27948  
Inzo2ooo@gmail.com  
(Non-Profit)

**NOTES:**

**CONTACT INFO:** Radcliff Hester, Transportation Director - 475-5641

**MEETING DATE:** Quarterly, Dare Co. Center, 8:30 a.m.

Stuart Bell appointed to fill unexpired term of Dick Wood 2/99.  
Warren Judge replaced Stuart Bell 7/99. Doug Tutwiler replaced John Xenakis 7/99.  
Randy Hemmis filled unexpired term of Al Valentino and Bryan Shaw filled unexpired term of Ward Barnett 1/00; Richard Wescoat appointed to fill unexpired term of Al Forman 2/00.  
Donnie Just apptd. to fill unexpired term of Doug Tutwiler & Ray Seiwel filled unexpired term of Randy Hemmis 2/00; Trish Blacmon appointed to fill unexpired term of Wilson Shearin 6/00.  
Christan Zdanski replaced Uli Bennewitz 6/00.  
Oral Ali replaced Lani Goodwin 6/00; Dawn Enochs replaced Warren Judge 6/00.

David Hoare appointed to fill unexpired term of Richard Wescoat 10/00.  
Curtis Creech appointed to fill unexpired term of Chris Zdanski 12/00.  
Comm. Geneva H. Perry filled unexpired term of outgoing Comm. Cheryl Byrd 1/01.  
Kim Bailey replaced Ann Laughlin 7/01; David Quidley replaced Bryan Shaw 7/01.  
Jeff Tack filled unexpired term of Dawn Enoch 7/01; Eric Spears filled unexpired term of Donnie Just 7/01.  
Kermit Skinner filled unexpired term of the late Curtis Creech 6/02.  
DCBC eliminated seat for Cancer Support Group 7/1/02.  
Jody Crosswhite filled unexpired term of Trish Blackmon 12/02.  
Comm. Cheryl Byrd appointed to fill unexpired term of outgoing Comm. Geneva Perry 2/03.  
Margie Midgett appointed to fill unexpired term of Dell Collins 3/03.  
Doug Seay replaced Jeff Tack (OB Visitor Bureau) 6/03.  
Sandy Morrison apptd. to fill unexpired term of David Hoare 6/03.  
Pete Groom replaced Alex Risser 6/04; Pat Morrissey replaced Kermit Skinner, 6/04.  
Kenny Kee replaced Jimmy Perry 6/04; Megan Gregory replaced David Quidley 1/05.  
Robert Woodard apptd. to fill unexpired term of Doug Seay 2/05.  
Amy Etheridge apptd. to fill unexpired term of Kim Bailey 2/05.  
Ben Sproul apptd. to fill vacant OB Rest. Assoc. seat 4/05.  
Andy Szakos filled unexpired term of Sandy Morrison & Michelle Pharr filled unexpired term of  
Bob Woodard 3/06; Tim Shearin filled unexpired term of Pat Morrissey 4/06.  
David Kleinschuster apptd. to fill unexpired term of Amy Etheridge 6/06.  
Comm. Jack Shea apptd. to fill unexpired term of Cheryl Byrd 1/07.  
Amy Montgomery filled unexpired term of Gina Scarborough 9/11.  
Kristen Parrino filled vacant Hatteras Island seat 4/15.  
Apptd. Ginny Zdanski to fill vacant Public Human Service Agency seat 11/16.  
Apptd. Mandy Earnest to fill Human Services Sector seat 10/17.  
Alex Chandler appointed to replace John Winston, Jr. 6/18  
Chuck Lycett replaced Jay Burrus who retired 9/18; Jim Tobin replaced Jack Shea 1/19  
Mandy Earnst removed from list, never attended meetings per Don Cabana 1/19  
Mayte Hernandez-Beacham apptd. 10/19; Maria Heifferon resigned 10/19  
George Carver, Jr. apptd. 12/19  
Lorenzo Foster and Amanda Hooper apptd. 2/21  
Stephanie Webb apptd. to serve in Human Services Sector seat. 3/22

**REVISED 5/22**



*Fessenden Center Advisory Board*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

May, 2022

**FESSENDEN CENTER ADVISORY BOARD**

This Advisory Board establishes goals and policies to enhance the Fessenden Center operation and community outreach consistent with the goals, objectives and policies of Dare County. The overall objective is to develop procedures and operations that improve the quality of life through interaction of all age groups on Hatteras Island.

**The terms of Forrest Paddock, Marcie Shoemaker, James Kenner and Danny Couch expire in June, 2022.**

**The Advisory Board recommends their reappointment.**

**There are two vacancies and no applications.  
The Advisory Board will address the vacancies at their next meeting.**

Other Members:  
See attached list

**FESSENDEN CENTER ADVISORY BOARD**  
(Four Year Term)

**This Advisory Board establishes goals and policies to enhance the Fessenden Center operation and community outreach consistent with the goals, objectives, and policies of Dare County. The overall objective is to develop procedures and operations that improve the quality of life through interaction of all age groups on Hatteras Island.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Kenneth Brite P.O. Box 95 Avon, NC 27915 252-996-0432 <a href="mailto:kbrite@darenc.com">kbrite@darenc.com</a> (Rodanthe area)	6-24	Apptd. 2/17; Reapptd. 6/20
<b>Vacant</b> <b>(Buxton area)</b>		
Keith Durham P.O. Box 713 Buxton, NC 27920 910-514-4538 <a href="mailto:durhamke@daretolearn.org">durhamke@daretolearn.org</a> (Salvo area)	6-24	Apptd. 2/17; Reapptd. 6/20
<b>Marcie Shoemaker</b> P.O. Box 161 Buxton, NC 27920 252-995-5799 (H) 252-996-0581 (O) <a href="mailto:budnmar@earthlink.net">budnmar@earthlink.net</a> (Buxton area)	6-22	<b>Apptd. 2/17</b> Reapptd. 6/18
Robyn (Hali) Easley P.O. Box 613 Hatteras, NC 27943 Cell 252-996-0043 Business 252-986-2154 <a href="mailto:Rustygirl2007@aol.com">Rustygirl2007@aol.com</a> (Hatteras area)	6-24	Apptd. 6/18 Reapptd. 6/16; 6/20
<b>Forrest Paddock</b> P.O. Box 534 Buxton, NC 27920 252-216-7856 <a href="mailto:fgpaddock@outlook.com">fgpaddock@outlook.com</a> (Frisco area)	6-22	<b>Apptd. 2/17</b> Reapptd. 6/18
Edward J. O'Brien, Jr. 41193 Carronade Ct., P.O. Box 805 Avon, NC 27915 <a href="mailto:Edobrien41193@gmail.com">Edobrien41193@gmail.com</a> 610-842-9065 (Avon area)	10-25	Apptd. 10/21

Vacant  
At-Large

Megan Vayette  
47520 Lost Tree Tr., Box 1257                      10/25                      Apptd., 10/21  
Buxton, NC 27920  
252-216-7176  
[mvayette@gmail.com](mailto:mvayette@gmail.com)  
(At Large)

James Richard Kenner                      6-22                      Apptd. 6/19  
P.O. Box 1044  
47106 Middle Ridge Trail  
Buxton, NC 27920  
252-216-5427  
[richk@chec.coop](mailto:richk@chec.coop)  
(At Large)

John Griffin                      6-24                      Apptd. 7/10  
P.O. Box 382                      Reapptd. 7/12,16  
Rodanthe, NC 27968                      6/20  
252-987-2332  
[griffijt@embarqmail.com](mailto:griffijt@embarqmail.com)  
(At Large)

Danny Couch                      6-22                      Apptd. 6/17  
47297 Dippin Vat Road                      Reapptd. 6/18  
P.O. Box 1001  
Buxton, NC 27920  
[dannyc@darenc.com](mailto:dannyc@darenc.com)  
252-216-7383  
(Commissioner Appointee)

**MEETING DATE: Quarterly, Fessenden Center**

**NOTE:** Chairman Bobby Owens appointed to serve at the pleasure of the Board as long as he is serving as a county commissioner.

3/97 Apptd. USCG Representative to seat on the Board. Though apptd. 3/97, term will expire 6/98 to keep consistent with other appointments

- 10/97 - Commissioner Mac Midgett replaced Bobby Owens.
- 3/99 - George Volsky apptd. to fill term of Bill Barley, Kathy Kiddy apptd. to fill term of Tom Barclay.
- 5/99 - Jinny McBride apptd. to fill unexpired term of Jackie Leeling.
- 9/00 - Rev. Holt Clarke fill unexpired term of Rev. Jim Huskins and Commissioner John Robert Hooper appointed to replace Mac Midgett.
- 5/02 - Michelle Edwards appointed to fill unexpired term of Jenny Hooper.
- 6/04 - Heidi Blackwood to fill term of George Volsky and Charles Moseley to fill term of Holt Clarke
- 6/04 - Matt Caviness apptd. to fill expired term of Dave Umberger.
- 6/04 - Susan Gray to fill term of Michelle Edwards & Jennifer Kingery apptd. to fill term of Jane Oden.
- 1/05 - Commissioner Mac Midgett replaced John Robert Hooper.
- 3/06 - Allen Burrus replaced the late Mac Midgett.
- 6/06 - Jack Painter replaced John Leatherwood.
- 11/08 - Steve Jennette filled unexpired term of Ken Wenberg.
- 2/09 - Rev. Cory B. Oliver filled unexpired term of Rev. Charles Moseley.
- 6/09 - Cheryl Austin filled term of Kathy Kiddy and Danny Couch filled term of Jennifer Kingery.



- 7/10 - John Griffin filled unexpired term of Ormond Fuller.
- 7/12 - Mary Ellen D. Balance replaced Danny Couch.
- 3/14 - Laura Fiscus filled term of Cheryl Austin and Sonny Quidley filled term of Susan Gray.
- 2/16 - Marcie Shoemaker filled unexpired term of Heidi Blackwood.
- 2/17 – Kenneth Brite filled term of Laura Fiscus & Keith Durham filled term of Sonny Quidley.
- 2/17 – Forrest Paddock filled unexpired term of Jack Painter.
- 6/17 – Danny Couch appointed to replace Allen Burrus
- 2/18 – Louise Rossiter passed away
- 6/18 - Robyn (Hali) Easley filled unexpired term of Mary Ellen Balance
- 6/19 – James Kenner filled At-Large vacancy caused by death of Louise Rossiter
- 2/22 - Steven Jennette passed away and William Lengyel resigned

**REV. 05/22**



*Roanoke Island Community Center*

**Description**

See Attached Summary

**Board Action Requested**

Take Appropriate Action

**Item Presenter**

Robert Outten, County Manager

May, 2022

**ROANOKE ISLAND COMMUNITY CENTER BOARD**

(Two Year Term)

The following have terms that expire this month:

**Lynette Ford and Daniel Selby**  
**Both would like to be reappointed**

**There are vacancies to be filled at a later time.**

Other Members:  
See attached list

**ROANOKE ISLAND COMMUNITY CENTER**  
(Two Year Term)

**This Board operates and maintains the community center facility and amenities for the use and benefit of all members of the community.**

<b><u>MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>	<b><u>ACTION</u></b>
Jonique Lee 1014 Burnside Rd. Manteo, NC 27954 216-6464 (C)	6-23	Apptd. 6/15 Reaptd. 17,19, 21
Betty Selby P.O. Box 1485 Manteo, NC 27954 473-3570(H)	6-23	Apptd. 1/06 Reaptd. 6/07,09,11,13 15,17,19, 21
<b>Vacant</b>		
<b>Lynette Ford</b> 104 Elsie Daniels Lane Manteo, NC 27954 305-5748 (H) lynettford5748@gmail.com	<b>6-22</b>	<b>Apptd. 6/18</b> Reaptd. 6/20
<b>Vacant</b>		
<b>Daniel Selby, Ch.</b> P.O. Box 1544 Manteo, NC 27954 216-8226	<b>6-22</b>	<b>Apptd. 9/06</b> Reaptd.6/08,10,12 14,16,18,20
Clarence Lewis 514 Sir Walter Raleigh Street Manteo, NC 27954 473-3151	6-23	Apptd. 6/18 Reaptd. 6/19, 21

**NOTES:**

Meeting Date: 1<sup>st</sup> Weds. of each month, 6:00 pm at the RI Comm. Ctr.  
 Betty Govan replaced Lemuel Anderson 8/91; Beulah Charity replaced Jerome Selby 6-93.  
 Wilford Wescott replaced Snooks Tillett 6/97; Arvilla Bowser replaced Wilford Wescott 6/99.  
 Earl W. Bryant replaced Betty Selby 9/01; Roland Bowser filled term of Earline Simmons 1/06.  
 Betty Selby filled unexpired term of Dell Collins 1/06.  
 Willie Brickhouse filled unexpired term of Arvilla Bowser 4/06.  
 Daniel Selby filled unexpired term of Earl Bryant 9/06.  
 Jonique Lee, Allen Moran & David Twiddy replaced Roland Bowser, Dorothy Tillett & Willie Brickhouse 6/15  
 Kelli Harmon filled unexpired term of John Daniels 7/15.  
 Willer Spencer replaced David Twiddy 6/17; Lynette Ford replaced Doris Creecy 6/18  
 Clarence Lewis filled unexpired term of Willer Spencer 6/18, reappointed 6/19  
 Jonique Lee, Betty Selby and Clarence Lewis reappointed 10/21

**REVISED 05/22**



*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.**

### **May, 2022**

**Working Watermen Commission** -- 2 terms expiring

### **June, 2022**

**Fessenden Center Advisory Board** – 5 terms expiring

**Library Board – Dare** – 1 term expiring

**Roanoke Island Community Center Board** – 3 terms expiring

**Transportation Advisory Board** – 5 terms expiring

**Waterways Commission** – 4 terms expiring

### **July, 2022**

**Airport Authority** - 2 terms expiring

**East Lake Community Center Board** – 2 terms expiring

**Game and Wildlife Commission** – 3 terms expiring

**Library Board – East Albemarle Region** – 1 term expiring

**Parks and Recreation Advisory Council** – 1 term expiring

**Wanchese Community Center Board** – 2 terms expiring

### **~~~~~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